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**TEMPORARY
PROTECTION ORDER
(WITH MINOR CHILDREN OR
ON BEHALF OF MINOR
CHILDREN)**

F-15

Protection Order Help Center
1 South Sierra
Reno, NV 89501
775-328-3127
www.washoecourts.com

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Use this packet only if the following statements are true:

- You can request a protection order if **you** and the **adverse party** are:
- Closely related by blood or marriage (parent, child, grandmother/father, in-law, stepparent)
 - o This does not include a sibling or cousin. Unless there is a custodial or guardianship relationship between you and that sibling or cousin.
 - Married or registered domestic partners
 - Divorced or separated
 - Dating or used to date (“frequent, intimate associations primarily characterized by the expectation of affection or sexual involvement.” The term does not include a casual relationship)
 - Parents of a child in common
 - You are the minor child of any of the above people
 - You are the minor child of the Adverse Party
 - You are the custodian or legal guardian of the Adverse Party’s minor child

- and **you or the minor child** has been a victim of one of the following acts of domestic violence:

- A battery
- An assault
- Coercion pursuant to NRS 207.190:
 1. It is unlawful for a person, with the intent to compel another to do or abstain from doing an act which the other person has a right to do or abstain from doing, to:
 - (a) Use violence or inflict injury upon the other person or any of the other person’s family, or upon the other person’s property, or threaten such violence or injury;
 - (b) Deprive the person of any tool, implement or clothing, or hinder the person in the use thereof; or
 - (c) Attempt to intimidate the person by threats or force.
- A sexual assault
- A knowing, purposeful, or reckless course of conduct intended to harass the other. Such conduct may include, but is not limited to: stalking, arson, trespassing, larceny, destruction of private property, carrying a concealed weapon without a permit, injuring or killing an animal, burglary, or an invasion of the home
- A false imprisonment
- Pandering (Forcing someone to prostitute themselves or their child)

If your relationship to the other party is not one of the above or you have not been a victim of one of the above acts of domestic violence, you may be able to seek a protection order against stalking or harassment at justice court. Inquire at Reno Justice Court 775-325-6501, Sparks Justice Court 775-353-7600, or Incline Village/Crystal Bay Justice Court 775-832-4100 to determine your eligibility to apply.

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INSTRUCTIONS FOR COMPLETING FORMS

ALL FORMS MUST BE COMPLETED PRIOR TO SUBMITTING THE APPLICATION.

Carefully read all instructions before starting to fill out any of the forms.

Use **black or blue ink only**. Neatly print the information requested.

Do not use correction fluid/tape on the forms.

This packet contains the following forms:

1. Confidential Information Sheet
2. Temporary Protection Order Application
3. UCCJEA
4. Civil Instruction Sheet

The adverse party will have access to the documents filed in this case.

If you wish to keep your address confidential, you may qualify for a confidential address through the Confidential Address Program. Contact the Nevada Confidential Address Program at 775-684-5707 or toll free at 888-432-6189 or contact the Protection Order Help Center for more information.

The penalty for willfully making a false statement under penalty of perjury is a minimum of 1 year, and a maximum of 4 years in prison, in addition to a fine of not more than \$5,000.00. N.R.S. §199.145

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INSTRUCTIONS: STEP 1

Complete the Confidential Information Sheet as Shown:

1) Complete pages 1-2.

2) Print the information requested about **yourself**.
You are the applicant.

3) **If you are filing on behalf of minor child(ren)**, print the information requested about the child(ren).
The child(ren) are the other protected parties.

Page 2-

4) Print the information requested about **the other party**.
They are the adverse party.

• **Do not leave a section blank.**

❖ If it does not apply, write "n/a".

❖ If you do not know the information, write "unknown".

CONFIDENTIAL PROTECTION ORDER INFORMATION
Law Enforcement: **Do not serve this sheet** with documents to be delivered.
Applicant: Print clearly all the information you know. This helps law enforcement locate and serve the Adverse Party.

YOUR INFORMATION

Your Name: _____ M F O
(First) (Middle) (Last)

Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____
(MM) (DD) (YY)

Your Address: _____
(Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Mailing Address: _____
(If different) (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Home Phone: _____ Cell Phone: _____ Work Phone: _____

Email Address: _____ I prefer to be notified of future court dates by email mail

The Adverse Party is my: spouse ex-spouse ex-dating partner parent of my child parent
 in-law: (explain) _____ other: _____

OTHER PROTECTED PARTIES
Only fill out this section if there are other family members or household members that you asked to be protected under the order. If there are none, skip to "Adverse Party"

Name: _____ M F O
(First) (Middle) (Last)

Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____
(MM) (DD) (YY)

The Adverse Party is this person's: parent step-parent ex-dating partner sibling other: _____
.....

Name: _____ M F O
(First) (Middle) (Last)

Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____
(MM) (DD) (YY)

The Adverse Party is this person's: parent step-parent ex-dating partner sibling other: _____
.....

Name: _____ M F O
(First) (Middle) (Last)

Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____
(MM) (DD) (YY)

The Adverse Party is this person's: parent step-parent ex-dating partner sibling other: _____
.....

Name: _____ M F O
(First) (Middle) (Last)

Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____
(MM) (DD) (YY)

The Adverse Party is this person's: parent step-parent ex-dating partner sibling other: _____
.....

© 2020 Nevada Supreme Court Domestic Violence Protection Order Confidential Information Sheet
Page 1 of 2

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INSTRUCTIONS: STEP 3

Complete the UCCJEA as Shown:

1) Print your name, mailing address, email, and telephone number.

2) Print your name.
You are the applicant.

- **If you are filing on behalf of minor child(ren)** print your name, "OBO", and the child(ren)'s name(s).

3) Print the other party's name.
They are the adverse party.

4) Complete pages 1 – 3.

- **Do not leave a section blank.**
 - ❖ If it does not apply, write "n/a".
 - ❖ If you do not know, write "unknown".

- ❖ **If you want this form sealed;** meaning the public will not have access to it, **you must select "Yes" for question 9.** *The option to seal only applies to this form. The Court Master or Judge may unseal it and make the information available to the adverse party and the public.*

Leave this blank. The court will issue a Case No. and Department No. when the application is filed.

COURT CODE: 3385
Name: _____
Mailing Address: _____
Email: _____
Telephone: _____
Self-Represented Litigant

IN THE FAMILY DIVISION
OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
IN AND FOR THE COUNTY OF WASHINGTON

Applicant (print your name above),
vs.
Adverse Party (print the name of the person you want protection from above).

CASE NO.: _____
DEPT: _____

UCCJEA DECLARATION
This document will be sealed and kept confidential if requested in section 9

1. Children.

Child 1:
First _____ Middle _____ Last _____ DOB _____
Address _____ City, State, Zip Code _____
When did the child start living here? (date) _____
Who does the child live with? Me Someone else (name) _____

Child 2:
First _____ Middle _____ Last _____ DOB _____
Address _____ City, State, Zip Code _____
When did the child start living here? (date) _____
Who does the child live with? Me Someone else (name) _____

Child 3:
First _____ Middle _____ Last _____ DOB _____
Address _____ City, State, Zip Code _____
When did the child start living here? (date) _____
Who does the child live with? Me Someone else (name) _____

Page 1 of 3
Uniform Child Custody Jurisdiction Enforcement Act Declaration (DV Protection Order)
© 2019 Nevada Supreme Court

See Instructions: STEP 6 for information on how to file this as sealed in eFlex.

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INSTRUCTIONS: STEP 4

Complete the Civil Instruction Sheet as Shown:

1) Print the information requested about **the other party**.
They are the person being served.


- **Do not leave a section blank.**

❖ Law enforcement will not be able to complete service without this information.

2) Print the information requested about **yourself**.
You are the applicant.

WASHOE COUNTY SHERIFF'S OFFICE
CIVIL SECTION

INSTRUCTIONS FOR SERVICE
PLEASE FILL OUT COMPLETELY
CONFIDENTIAL FORM



Person Being Served Information

Last Name _____ First Name _____ Middle Name _____ Date of Birth _____
Current Address: _____ Phone Numbers: _____ Need Interpreter: Yes No
Street Address (No PO Boxes) _____ Home: _____ Cell: _____ Language: _____
City: _____ State: _____ Zip: _____ Other: _____
Animals: Yes No Are animals aggressive? Yes No Types of Animals: _____
Vehicle Make and Model: _____ Vehicle Color: _____

Employer Information

Employer Name: _____ Work Phone: _____
Employer Address: _____ Street Address (No PO Boxes) _____ Work Days Off: _____
City: _____ State: _____ Zip: _____ Work Hours: _____

Hazard Information

Does the person being served have a disability, brain injury, or impairment requiring special assistance when law enforcement serves the order? Yes No
If yes, please explain: _____

Restrained Person's History Includes: Involuntary/Voluntary Commitment Suicide Attempt or Threats
(Check all that apply) Assault Assault with Deadly Weapons Alcohol/Drug Abuse

Additional: _____

Weapons:

Type of Weapon(s): Handgun Rifles Knives Explosives Other _____
If Other, please explain: _____
Location of Weapons Vehicle On Person Residence Other: _____

Plaintiff/Applicant Information

Last Name _____ First Name _____ Middle Name _____ Date of Birth _____
Current Address: _____ ***TPO ONLY*** Is address Confidential? Yes No
Street Address (No PO Boxes) _____ Phone Numbers: _____ Need Interpreter: Yes No
City: _____ State: _____ Zip: _____ Home: _____ Cell: _____ Language: _____
Other: _____

*** Office Use Only***

5-112 (REV 05/19)

If the adverse party does not live or work in Washoe County, contact the Protection Order Help Center for information on how to have the documents served.

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INSTRUCTIONS: STEP 5

Check that you have completed all required forms listed on page 3 of this packet.

INSTRUCTIONS: STEP 6

Filing the Documents

- You may file your documents in person at any of the following locations:
 - Protection Order Help Center - Room 308, 1 South Sierra
 - Resource Center - 3rd Floor, 1 South Sierra
 - Law Library - 1st Floor, 75 Court Street
- If you are an electronic filer you may upload your documents to eFlex. File all 4 required forms.
 - ❖ **If you want the UCCJEA Declaration form sealed**, you must select “Yes” on number 9 **AND** click the “Sealed” box prior uploading the document. If you do not check the box, it will be public. *The option to seal only applies to this form and can be unsealed by the Court Master or Judge.*
 - ❖ Once the documents have been electronically filed, print a file-stamped copy. Make sure to keep the original copies and a file-stamped copy of all the documents you file for your personal records.
- For more information about eFlex or how to sign up please contact the Protection Order Help Center, Resource Center, or Law Library.
- There is no filing fee charged when filing these documents.

INSTRUCTIONS: STEP 7

Application Review

Once your documents have been filed, they will be forwarded to a Court Master for review. After review, the Court Master will issue an Order based on the information you provided in your application.

A court employee will contact you by phone and/or email regarding the Court Master’s decision.

- ❖ If you do not have a phone number, it is your responsibility to call or return to court the next day to obtain your Order.

If you have an eFlex account, you will be notified by email from eFlex of the decision.

You can call the Protection Order Help Center to check the status of your application at any time.

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What Does My Order Mean?

The Court Master will issue an Order granting, setting a hearing, or denying your application.

Granted

If your application is granted, a Temporary Protection Order will be issued. The adverse party must be personally served with this Order.

- ❖ See Instructions: Step 7 on how to have the Order served.

Order Setting Hearing to Extend: If you requested an Extended Protection Order a hearing will be set to determine if the Order will be extended.

- The date and time of the extension hearing is on the first page of the Order.
- You must appear for the hearing for it to be granted. The adverse party and/or their attorney may also be at the extension hearing.
- Bring any documentation to the extension hearing.
- If you want an advocate to accompany you to court, you must contact a community advocacy group.

At hearing, the Court Master will hear from both parties. Based on the testimony provided, the Court Master will grant or deny the request for an Extended Protection Order. An Order will be provided to both parties at the end of the hearing.

Order Setting Hearing

If the Court Master issues an Order Setting Hearing, they need additional information from you and the adverse party before deciding to grant or deny your application.

- The date and time of the hearing is on the first page of the Order.
- You must appear for the hearing for it to be granted. The adverse party and/or their attorney may also be at the hearing.
- Bring any documentation to the hearing.
- If you want an advocate to accompany you to court, you must contact a community advocacy group.

At hearing, the Court Master will hear from both parties. Based on the testimony provided, the Court Master will either grant or deny your application. An Order will be provided to both parties at the end of the hearing.

Denied

If the Court Master denies your application, an Order will be issued with the basis for the denial. There will be no further action by the court. You may re-apply at any time once an Order has been issued.

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To get copies of your documents you can:

- pick up them up in person at the Protection Order Help Center
- court employees can email copies or deposit copies in the US Mail
- you may print them from your eFlex account

INSTRUCTIONS: STEP 8

Getting the Temporary Protection Order Served

For this particular case, the Washoe County Sheriff's Office will serve the adverse party free of charge if the adverse party lives or works in Washoe County. The Protection Order Help Center will provide the Washoe County Sheriff's Office with a copy of your:

- Completed Civil Instruction Sheet
- Temporary Protection Order
- Order Setting Hearing (if applicable)
- Order Setting Extension Hearing (if applicable)
- Temporary Protection Order Application
- UCCJEA

The adverse party will not get a copy of the Confidential Information Sheet.

If the adverse party lives in another county, please contact the Protection Order Help Center for more information on how to have the adverse party served.

Modifications to or Dissolving a Protection Order

If you want to make any changes to your Protection Order or want to dissolve the Order, you may file a motion with the court. Contact the Protection Order Help Center, Resource Center, or Law Library for forms.

Additional Information

- Consider bringing copies of your Temporary or Extended Protection Order to your place of work or anywhere else that may need to know about the order.
- If the protection order is being violated, contact law enforcement.
- Contact the Protection Order Help Center with any questions.

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Legal Assistance

The information in this packet is provided as a courtesy only. This packet is not a substitute for the advice of an attorney. Counsel is always recommended for legal matters.

If you do not have an attorney, you are encouraged to seek the advice of a licensed attorney or visit the Resource Center which is located at One South Sierra Street, Reno, NV. **The Resource Center cannot give legal advice** but can give information regarding court procedures.

You may also wish to speak with a family law lawyer at no cost through the Law Library's "Lawyer in the Library" program, or to seek assistance from other free or reduced-cost legal resources in the area, to include:

LAWYER IN THE LIBRARY

For information contact the Law Library at 775-328-3250.

www.washoecourts.com/lawlib

NEVADA LEGAL SERVICES

204 Marsh Avenue

Reno, NV 89509

(775) 284- 3491 – leave a message if
necessary

<https://nlslaw.net/home/>

WASHOE LEGAL SERVICES

299 S. Arlington Avenue

Reno, NV 89501

(775) 329-2727 – leave a message if
necessary

www.washoelegalservices.org