

Do Not File Or Copy This Page

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

F-15

The Self Help Center
First Floor 1 South Sierra
Reno, NV 89501
775-325-6731

www.washoecourts.com

TEMPORARY PROTECTION ORDER
(WITH MINOR CHILDREN OR ON BEHALF OF MINOR CHILDREN)
PACKET F-15

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, step-parent)
 - 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
 - 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 775-325-6500, Sparks Justice Court 775-353-7602, –or– Incline Village/Crystal Bay Justice Court 775-832-4100 to determine your eligibility

Do Not File Or Copy This Page

INSTRUCTIONS FOR COMPLETING FORMS

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 888-432-6189 or contact the Self Help Center, Law Library, or 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

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 1

Complete the Confidential Information Sheet as Shown:

- 1) Print the information requested about yourself. If you are filing on behalf of minor children print your name, "OBO", and the child(ren)'s name(s). *You or the children will be the applicant.*

- 2) Print the information requested about the other party. *They will be the adverse party.*
- Fill in as much information as possible. If it does not apply to you, write "n/a". If you do not know the information, write unknown.

CONFIDENTIAL			
DOMESTIC VIOLENCE PROTECTION ORDER INFORMATION			
(TO BE FILLED OUT BY APPLICANT)			
Instructions: Please provide all information known to you. Please print information clearly.			
APPLICANT DATA			
Name:	(Last)	(First)	(Middle) (Sex)
Address:			
Mailing Address:			
(If different from above)	(Street Address)	(Bldg/Apt#)	(City) (State) (Zip Code)
Phone Numbers	Home:	Work:	Cell:
Other Name Used:	(Last)	(First)	(Middle)
Additional Contact Person:	Phone:	Address:	
ADVERSE PARTY DATA			
Full Name:	(Last) (First) (Middle)	Other Name Used:	(Last) (First) (Middle)
Relationship To You:	Date of Birth	/ /	and/or Social Security No.:
	(MM) (DD) (YYYY)		
Last Known Home Address:	(Street Address)	(Bldg/Apt#)	(City) (State) (Zip Code)
Is this address difficult to find?	<input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please explain.		
Mailing Address:			
(If different from above)	(Street Address)	(Bldg/Apt#)	(City) (State) (Zip Code)
Other Likely Address:	(Street Address)	(Bldg/Apt#)	(City) (State) (Zip Code)
Home Phone:	Employer:	Cell Phone:	
Occupation:	Work Days:	Work Hours:	
Work Phone:	Work Address:	(Street Address)	(City) (State) (Zip Code)
Hair Color:	Eye Color:	Height:	Weight: Sex: Race:
Scars/Marks/Tattoos (Description and Location):			
Does the Adverse Party speak English?	<input type="checkbox"/> Yes <input type="checkbox"/> No If not, what language does he/she speak?		
Vehicle Make:	Model:	Year:	License Plate Number/State:
Are the Applicant and the Adverse Party living together now?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are the Applicant and the Adverse Party employed by the same employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Is the Adverse Party likely to react violently when served?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Is the Adverse Party likely to avoid service?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Does the Adverse Party have a Carrying Concealed Weapon (CCW) Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Does the Adverse Party have access to weapons?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please describe the type and location of weapon(s):			
Does the Adverse Party's history include any violent behavior or crimes?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Explain:			
Do not write in this space. For court purposes only.			
Issuing Court ORI: NV			Court Case Number: _____
Law Enforcement: Do not serve this sheet with documents to be delivered.			
Domestic Violence Protection Order Information		Revised September 2008	

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 2

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 888-432-6189 or contact the Self Help Center, Law Library, or Protection Order Help Center for more information.

Complete the Temporary Protection Order Application as Shown:

- 1) Print your name. If you are filing on behalf of minor children print your name, "OBO", and the child(ren)'s name(s). *You or the children will be the applicant.*
- 2) Print the other party's name. *They will be the adverse party.*
- 3) Complete pages 1-11.
 - Do not leave a section blank. If it does not apply to you, write "n/a".
 - Do not write on the back of any page. You may attach additional sheets if necessary.
 - Be brief, but very specific.
 - If you have been threatened, write specifically what was said to you.
 - If you have been subjected to name-calling, write the specific names you were called.
 - If there has been a history of abuse, please include specific details.

1 Code: 1255
2
3
4
5
6
7 IN THE FA
8 OF THE SECOND JUDICIAL DISTR
9 IN AND FOR THE COUNTY OF WASHOE
10
11 Applicant, Case No. _____
12 vs. Dept No. _____
13 Adverse Party
14
15 APPLICATION FOR A TEMPORARY AND/OR EXTENDED ORDER FOR PROTECTION AGAINST
16 DOMESTIC VIOLENCE
17 Please write or print clearly. Use black or dark blue ink.
18 Complete this Application to the best of your knowledge.
19 Applicant states the following facts under penalty of perjury:
20 1. Applicant's Date of Birth: _____ Adverse Party's Date of Birth: _____
21 Relationship: I am the _____ (for example, wife, ex-husband, girlfriend, father,
22 sister, etc.) of the Adverse Party.
23 (a) Length of relationship: _____
24 (b) Have you ever lived together? Yes No If so, how long? _____
25 (c) Are you living together now? Yes No
26 (d) Date of Separation: _____
27 (e) We have child(ren) **TOGETHER**: Yes or No If yes, where and with whom are
28 these child(ren) living? _____
2. My address is: **CONFIDENTIAL**. (If confidential, do not write address here)
 If address is not confidential, write below:
Address _____ 1

Leave blank. The Filing Office will give you a Case No. and Department No. when you file the application with the court.

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 3

Complete the UCCJEA as Shown:

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

1 Code: 3385
2 Name: _____
3 Address: _____
4 Telephone: _____
5 Email: _____
6 Self-Represented Litigant

Leave blank. The Filing Office will give you a Case No. and Department No. when you file the application with the court.

2) Print your name.

10 _____
11 Plaintiff / Petitioner / Joint Petitioner,

Case No. _____

3) Print the adverse party's name.

12 vs.

Dept. No. _____

13 _____
14 Defendant / Respondent / Joint Petitioner.

4) Complete pages 1 – 3.

- On page 2: list where each child currently lives, where the child has lived for the past 5 years, and the names and current addresses of the people the child lived with at each address.

- On page 3: list the requested information or if the question does not apply to you, select the check box, date, sign, and print your name.

16 DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION
17 AND ENFORCEMENT ACT (UCCJEA)

18 I declare as follows:

19 A.

21 On the lines below: Provide the information requested regarding each minor child
22 born to or adopted by, the parents at any time during their relationship. You **MUST**
23 **LIST** where the child currently lives, where the child has lived for the **PAST 5**
24 **YEARS**, and the name(s) and current address(es) of the person(s) with whom the
25 child lived at each address. If there is more than one child, and the information is the
26 same for each child, please write "same as above" in the space provided. You must
27 still provide information regarding each child's name, date of birth, and gender.

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 4

Electronically Filing the Documents

You may file your documents in person at any of the following locations:

- The Self Help Center – 1st Floor, 1 South Sierra
- Protection Order Help Center – Room 308, 1 South Sierra
- Law Library – 1st Floor, 75 Court Street
- Filing Office – 1st Floor, 75 Court Street

If you are an electronic filer you may upload your documents to eFlex. For more information about eFlex or how to sign up please contact the Self Help Center, Law Library, or Filing Office. 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.

There is no filing fee charged when filing these documents.

INSTRUCTIONS: STEP 5

Application Review

Once you have filed your documents they will be forwarded to a Court Master for review. A court employee will contact you regarding the status of your application. If the Court Master has questions for you, a court employee will call you to schedule a telephonic or in-person interview.

You will be notified by phone or an email from eFlex of 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.

Do Not File Or Copy This Page

What Happens Now?

The Court Master may set a hearing on, grant, or deny your application.

Hearing on your Application

If the Court Master needs additional information and wants to hear from both you and the adverse party before making a decision, an order setting a hearing will be issued. The date and time of the hearing will be listed on the order. The Court Master will hear from both you and the adverse party. At the end of the hearing, the Court Master will either grant or deny your application, and an order will be provided to you and the adverse party.

Grant

If the Court Master grants your application, a Temporary Protection Order will be issued and it must be personally served on the adverse party. To get file-stamped copies of your documents to have served on the adverse party, you can return to the court to pick up a copy –or– you may print them from your eFlex account. See Instructions: Steps 6 & 7 on how to have the Temporary Protection Order served.

Extension hearing: The date and time of the extension hearing will be on the first page of the protection order. You must appear for the hearing for the court to grant you an Extended Protection Order. At the extension hearing, the Court Master will hear from both you and the adverse party. If the Court Master finds that there is a legal basis to extend the Temporary Protection Order, you will be provided with the Extended Protection Order at the end of the hearing. If you want an advocate to accompany you to court, you must contact a community advocacy group. Any custody schedule that is created in the Extended Protection Order is a temporary order only and not a substitute for a permanent custody order. Contact the Self Help Center or Law Library if you need to start a divorce or custody case.

Deny

If the Court Master denies your application, an order with the basis for the denial will be issued and there will be no further action by the court. You may re-apply if there are further incidents which you believe are acts of domestic violence against you or your minor child(ren) committed by the adverse party.

Your hearing will be held on the 1st floor of 1 S. Sierra. If you wish, you may wait for your hearing in the Protection Order Help Center on the 3rd floor.

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 6

Only use this document if the Court Master granted your application **and** the adverse party lives or works in Washoe County.


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

Complete the Civil Instruction Sheet as Shown:

1) Print the requested information about the adverse party. Make sure to fill out as much information as possible, the Sheriff's Office will not be able to complete service without this information.

2) Print the requested information about you.

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: _____
Street Address (No PO Boxes) _____ Home: _____ Yes No
City: _____ State: _____ Zip: _____ Cell: _____ Language: _____
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 Phone Numbers: _____ Need Interpreter: _____
Street Address (No PO Boxes) _____ Home: _____ Yes No
City: _____ State: _____ Zip: _____ Cell: _____ Language: _____
Other: _____

*** Office Use Only***

S-112 (REV 05/19)

Do Not File Or Copy This Page

INSTRUCTIONS: STEP 7

Getting the Temporary Protection Order Served

For this particular type of case, the Washoe County Sheriff's Office will serve the adverse party free of charge. You will need to bring to the Civil Section of Washoe County Sheriff's Office (775-328-3310) at 911 Parr Blvd., Reno, NV 89512:

- A completed Civil Instruction Sheet
- Temporary Protection Order Application
- UCCJEA
- Temporary Protection Order
- Order Setting Extension Hearing, if applicable

You can get file-stamped copies of the filed documents at the courthouse or you may print them from your eFlex account.

If the Sheriff's Office is unable to serve the adverse party, please contact the Self Help Center, Law Library, or Protection Order Help Center for more information on other ways to have the adverse party served.

What Happens Now?

You may want to consider bringing copies of your Temporary or Extended Protection Order to the children's school, your place of work, or anyone else who may need to know about the order.

If the protection order is being violated, contact law enforcement. Bring any violation documentation to the extension hearing. Contact the Self Help Center, Law Library, or Protection Order Help Center with any questions.

Modifications to or Terminating 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. If the protection order has not been extended, you will use different documents than if the protection order has been extended. Contact the Self Help Center or Law Library for forms.

Do Not File Or Copy This Page

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 Family Division Self Help Center which is located at One South Sierra Street, Reno, NV. **The Self Help 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

First Floor (to the left of the Filing Office) of the courthouse located at:

75 Court Street, Reno, NV.

775-328-3250

www.washoecourts.com/lawlib

Tuesday Evenings – Arrive by 4:25 p.m.

Please Note The program is limited to 10 participants each evening.

NEVADA LEGAL SERVICES

204 Marsh Avenue Reno, NV 89509
(775) 284- 3491 – leave a message if
necessary
nlslaw.net

WASHOE LEGAL SERVICES

299 S. Arlington Avenue Reno, NV 89501
(775) 329-2727 – leave a message if
necessary
www.washoelegalservices.org