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**PROTECTION ORDER  
AGAINST MINOR FOR  
STALKING,  
HARASSMENT, OR  
SEXUAL ASSAULT**

**F-18**

Protection Order Help Center  
1 South Sierra  
Reno, NV 89501  
775-328-3127

[www.washoecourts.com](http://www.washoecourts.com)

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**Use this packet only if the following statements are true:**

- The adverse party is under the age of 18.
- You are requesting a protection order because the adverse party committed acts of stalking, aggravated stalking, or harassment against you OR you are requesting a protection order because the adverse party sexually assaulted you.

## 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. Application for Protection Order

**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) Print the information requested about **the other party** and the parent or guardian of the other party on the next two pages.  
*They are the adverse party and the parent or guardian of 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: <b>Do not serve this sheet</b> with documents to be delivered.	
Applicant: Print clearly all the information you know. This helps law enforcement locate and serve the Adverse Party.	
<b>YOUR INFORMATION</b>	
Your Name: (OBO Minor Child) (First) (Middle) (Last)	<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> O
Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____ (MM) (DD) (YY)	
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 <input type="checkbox"/> email / <input type="checkbox"/> mail
<b>ADVERSE PARTY INFORMATION</b>	
Name: _____ (First) (Middle) (Last)	<input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> O
Other Name Used: _____ (First) (Middle) (Last)	
Birthdate: ____/____/____ Social Security Number: ____-____-____ Race: _____ (MM) (DD) (YY)	
Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____ Age: _____	
Home Address: _____ (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)	
Is this address difficult to find? <input type="checkbox"/> No <input type="checkbox"/> Yes: explain: _____	
Mailing Address: _____ (If different) (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)	
Other Likely Address: _____ (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)	
Home Phone: _____ Cell Phone: _____ Work Phone: _____	
Employer: _____ Position: _____ Work Days: _____ Work Hours: _____	
Work Address: _____ (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)	
Scars/Marks/Tattoos (Description and Location): _____	
Vehicle Make: _____ Model: _____ Year: _____ License Plate Number/State: _____	
Do you live with Adverse Party now?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever lived with Adverse Party?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Adverse Party speak English?	<input type="checkbox"/> Yes <input type="checkbox"/> No: What language does he/she speak? _____
Do you work for the same employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the Adverse Party likely to act 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 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 type and location of weapon(s): _____	
Does the Adverse Party have a history of violent behavior or crimes? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain: _____	



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## INSTRUCTIONS: STEP 3

**Check that you have completed all required forms listed on page 2 of this packet.**

## INSTRUCTIONS: STEP 4

### **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 - 3<sup>rd</sup> Floor, 1 South Sierra
- Law Library - 1<sup>st</sup> Floor, 75 Court Street

If you are an electronic filer you may upload your documents to eFlex. File all required forms.

- 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.

\*Note: There is no filing fee charged when filing these documents.

## INSTRUCTIONS: STEP 5

### **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 6 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.

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. Your hearing may be on Zoom.
- File any documentation you want the Court to consider before the hearing.

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 6

### **Getting the Temporary Protection Order Served**

For this particular case, the Washoe County Sheriff's Office will serve the adverse party and his/her parent or guardian 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:

- Confidential Information Sheet
- Temporary Protection Order
- Order Setting Hearing (if applicable)
- Order Setting Extension Hearing (if applicable)
- Temporary Protection Order Application

**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 contact the Resource Center. **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](http://www.washoecourts.com/lawlib)

#### **NEVADA LEGAL SERVICES**

204 Marsh Avenue

Reno, NV 89509

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

<https://nevadalegalservices.org>

#### **NORTHERN NEVADA LEGAL AID**

299 S. Arlington Avenue Reno, NV 89501

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

<https://nnlegalaid.org>