

## SERVING THE PAPERS



Before the judge can decide your case, you must show proof that the person you are seeking protection from (the respondent) has received a copy of your **Petition**, the **Notice of Hearing** and any **Temporary Protection Order** you have been given. These papers are all in the envelope you received when you filed the petition.

### Who **CAN** serve the papers?

The person **must** be:

- ▶ 18 years old or older.

or

- ▶ A police officer **if** arrangements are made when you file the petition.

### Who **CANNOT** serve the papers?

These people **cannot** serve the papers:

- ▶ You.

or

- ▶ Anyone involved in the case.

or

- ▶ Anyone you plan to call as a witness at the hearing.

### How is service done?

The papers must be:



- ▶ **Handed** to the person you want protection from.

or

- ▶ **Left** with a person who lives at the home of the person you want protection from and is 18 or older.



### Return of Service

The **Return of Service** form **must** be filled out with the name of the person who served the papers, the person who was handed the papers, the place where the papers were served, and the date and time of service.

#### If someone served the papers for you:

- ▶ **The person who serves the papers must** sign the **Return of Service** affirming under penalty of perjury that the documents were served.

#### If a police officer served the papers:

- ▶ The officer's name and badge number **must** be on the form. The Return of Service form does **not** have to be notarized.

## **WHAT TO BRING TO THE HEARING**

The judge needs to hear what happened to decide whether to give you a Civil Protection Order. Think about what information will help the judge decide the case and bring that information with you on the day of your hearing. A few examples:

### **Were there witnesses? If yes:**

- ▶ Bring the people who saw what happened.
- ▶ Bring the people who heard what was said.



### **Were you injured? If yes:**

- ▶ Bring pictures showing your injuries.
- ▶ Bring papers from a doctor or hospital.

### **Was your property damaged or destroyed? If yes:**

- ▶ Bring pictures showing any damage to your property.
- ▶ Bring receipts showing how much you paid for the damaged or destroyed property and when it was purchased.
- ▶ Bring estimates of the cost to replace or repair the property.

### **Did you receive voice messages, text messages or e-mails? If yes:**

- ▶ Bring copies of text messages and e-mails.
- ▶ Bring any voice mail messages.

