

## **Form CC 375**

# **PETITION FOR PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)**

**Use this form if the person you want restrained is 18 years of age or older and:**

**1) if you are married to the person you want restrained;**

**or**

**2) if you are not married to the person you want restrained but you live with or have lived with him or her and he or she is not your unemancipated minor child;**

**or**

**3) if you and the person you want restrained have a child in common even if you were never married to one another or never lived together;**

**or**

**4) if you and the person you want restrained have or had a dating relationship.**

## INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER"

**Please print neatly. Press firmly because you are printing on five copies.**

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which can be issued without waiting for a hearing.

Items A through I must be completed before your petition can be filed with the court. Please read the instructions for each item. Then fill in the correct information for that item on the form.

**(A)** Write your name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your age. Write the name, address, telephone number, and age of the person you want restrained in the "respondent" box. **If you want your address and telephone number to be kept from the other party, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**

**(B)** Check the boxes that best describe your relationship with the respondent.

**(C)** Check the box if the respondent is required to carry a firearm while at work. If you aren't sure, check the box "unknown."

**(D)** Check whether there is a pending case between you and the respondent. Examples of a case are: divorce, separate maintenance, support, paternity, child support, other personal protection actions, etc. If there is a pending case, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.

Check whether there are any court orders or judgments between you and the respondent. Examples of orders are divorce judgments, parenting time (visitation) orders, custody orders, other personal protection orders, etc. If there are other court orders or judgments, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.

**(E)** Explain in as much detail as possible why you are asking for a personal protection order. Describe what has happened or what has been threatened so the judge has enough facts to decide if a personal protection order should be signed. Include dates and places. Write on a separate sheet of paper and attach it to this form.

**(F)** Check only those boxes you need because you must be able to convince the judge you need all the protection you are requesting. On the lines after each item you check, fill in the requested information such as names, addresses, or specific types of activity you do not want allowed. Check item "5.b" only if you want to keep the other party from entering onto property other than your home (for example, school, work, etc.). Check item "5.e" only if there have been two or more acts of harassment. If you want the court to order that any records that exist which contain information about yourself or your minor children be kept confidential, state that in box "5.l." Examples of such records are school reports that the respondent would normally have access to.

**(G)** An "ex parte order" means you do not have to let the respondent know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting a personal protection order.

If you do not need to check the "ex parte" box, you must have a court hearing. Fill out form CC 381.

**(H)** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.

**(I)** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

For more information about personal protection orders, visit [www.michiganlegalhelp.org](http://www.michiganlegalhelp.org).

STATE OF MICHIGAN 13th JUDICIAL CIRCUIT GRAND TRAVERSE COUNTY	PETITION FOR PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)	CASE NO. and JUDGE
Court address 280 WASHINGTON ST. STE 206 TRAVERSE CITY, MI 49684		Court telephone no. 231-922-4710
<p><b>(A)</b> Petitioner's name _____ Age _____            Address and telephone no. where court can reach petitioner _____</p>		Respondent's name, address, and telephone no. _____ Age _____ <p style="text-align: center;">v</p>

**(B)** 1. The petitioner and respondent  are married to each other.  were married to each other.  have a child in common.  have or had a dating relationship.  reside or resided in the same household.

**(C)** 2.  The respondent is required to carry a firearm in the course of his/her employment.  Unknown.

**(D)** 3. a. There  are  are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
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b. There  are  are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
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**(E)** 4. I need a personal protection order because: Explain what has happened. Attach separate sheet(s).

**(F)** 5. I ask the court to grant a personal protection order prohibiting the respondent from:

a. entering onto the property where I live. I state that either I have a property interest in the premises, I am married to the respondent, or the respondent has no property interest in the premises.

b. entering onto the property at \_\_\_\_\_ Address \_\_\_\_\_.

c. assaulting, attacking, beating, molesting, or wounding \_\_\_\_\_ Name(s) \_\_\_\_\_.

d. removing the minor children from the petitioner who has **legal** custody, except as allowed by a custody or parenting time order as long as removal of the children does not violate other conditions of the personal protection order.

e. stalking as defined under MCL 750.411h and MCL 750.411i, which includes but is not limited to:

following me or appearing within my sight.  appearing at my workplace or residence.

sending mail or other communications to me.  contacting me by telephone.

approaching or confronting me in a public place or on private property.

entering onto or remaining on property owned, leased, or occupied by me.

placing an object on or delivering an object to property owned, leased, or occupied by me.

f. interfering with efforts to remove my children/personal property from premises solely owned/leased by the respondent.

g. threatening to kill or physically injure \_\_\_\_\_.

h. interfering with me at my place of employment or education or engaging in conduct that impairs my employment or educational relationship or environment.

i. having access to information in records concerning a minor child of mine and the respondent that will reveal my address, telephone number, or employment address or that will reveal the child's address or telephone number.

j. intentionally causing me mental distress or exerting control over me by:  
 injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which I have an ownership interest.  
 removing any animal from my possession in which I have an ownership interest.  
 retaining or obtaining possession of any animal in which I have an ownership interest.

k. purchasing or possessing a firearm.

l. other: \_\_\_\_\_.

**(G)** 6. I make this petition under the authority of MCL 600.2950/MCL 600.2950a and ask the court to grant a personal protection order.

I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

**(H)**  7. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

**I** \_\_\_\_\_  
Date \_\_\_\_\_

Petitioner's/Next friend's signature \_\_\_\_\_

Name (type or print) \_\_\_\_\_

**PROOF OF SERVICE**

**TO PROCESS SERVER:** You must serve the petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

**CERTIFICATE OF SERVICE / NONSERVICE**

I served  personally  by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order, together with the attachments listed below, on:

I have attempted to serve the petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	Signature
Incorrect address fee \$	Miles traveled	Fee \$	<b>TOTAL FEE</b> \$

**ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received service of a copy of the petition for personal protection order, together with

Attachments (if any) \_\_\_\_\_.

Date and time \_\_\_\_\_

Respondent's signature \_\_\_\_\_

Name (type or print) \_\_\_\_\_

## **Form CC 376**

# **PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)**

**Use this form** if you filled out form CC 375, Petition for Personal Protection Order.

## **INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER"**

Items 1 through 4 must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

1. If you checked the box at item 6 on form CC 375, check the box "Ex Parte."
2. Fill in the "Case No." from form CC 375.
3. Fill in the "petitioner" information the same way you did on form CC 375. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
4. Write in the respondent's information and as much of the other information as you know. This information will help the police to identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **Race and sex are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN). Date of birth is required for entry of the order into the National Crime Information Center (NCIC).**

The court will complete the rest of this form.

### **Important:**

If the respondent violates this personal protection order and is arrested, the court will set a date, time, and place for a hearing on the charges against the respondent to be held within 72 hours after arrest. The court or prosecutor is responsible for giving you notice of this hearing. If you are not notified within 24 hours of the arrest, contact the judge who signed this order. If a hearing is not held within 72 hours, the respondent may be released from jail after posting bond pending the hearing.

If the respondent violates this personal protection order and there is no arrest, use form CC 382, Motion and Order to Show Cause for Violating Personal Protection Order. This form is available from the circuit court clerk.

**For more information about personal protection orders, visit [www.michiganlegalhelp.org](http://www.michiganlegalhelp.org).**

<b>STATE OF MICHIGAN</b> 13TH JUDICIAL CIRCUIT GRAND TRAVERSE COUNTY		<b>PERSONAL PROTECTION ORDER</b> <input checked="" type="checkbox"/> <b>EX PARTE</b> <b>(DOMESTIC RELATIONSHIP)</b>		<b>CASE NO. and JUDGE</b>										
ORI MI- 280015J	<b>Court address</b> 280 WASHINGTON ST. STE 206 TRAVERSE CITY, MI 49684		<b>Court telephone no.</b> 231-922-4710											
Petitioner's name DOB: Address and telephone no. where court can reach petitioner			v Respondent's name, address, and telephone no.											
Full name of respondent (type or print)* <span style="float: right;">Driver's license number (if known)</span> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">Height</td> <td style="width: 10%;">Weight</td> <td style="width: 10%;">Race*</td> <td style="width: 10%;">Sex*</td> <td style="width: 10%;">Date of birth**</td> <td style="width: 10%;">Age</td> <td style="width: 10%;">Hair color</td> <td style="width: 10%;">Eye color</td> <td style="width: 20%;">Other identifying information</td> </tr> </table>						Height	Weight	Race*	Sex*	Date of birth**	Age	Hair color	Eye color	Other identifying information
Height	Weight	Race*	Sex*	Date of birth**	Age	Hair color	Eye color	Other identifying information						

Date: \_\_\_\_\_ Judge: \_\_\_\_\_

1. This order is entered  without a hearing.  \*\*after hearing.

**THE COURT FINDS:**

- 2. A petition requested respondent be prohibited from entry onto the premises, and either the parties are married, petitioner has a property interest in the premises, or respondent does not have a property interest in the premises.
- 3. Petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from the delay required to give notice or notice itself will precipitate adverse action before the order can be issued.
- \*\*  4. Respondent poses a credible threat to the physical safety of petitioner and/or a child of petitioner.
- 5. Respondent  \*\*is the spouse or former spouse of petitioner, had a child in common with petitioner, or is residing or had resided in the same household as petitioner.  has or had a dating relationship with petitioner.

**IT IS ORDERED:**

6. \_\_\_\_\_ is prohibited from:

- a. entering onto property where petitioner lives.
- b. entering onto property at \_\_\_\_\_.
- \*\*  c. assaulting, attacking, beating, molesting, or wounding \_\_\_\_\_ Name \_\_\_\_\_
- d. removing minor children from petitioner who has **legal** custody, except as allowed by custody or parenting-time order provided removal of the children does not violate other conditions of this order. An existing custody order is dated \_\_\_\_\_ . An existing parenting-time order is dated \_\_\_\_\_ .

\*This is required for entry of the order into LEIN.

\*\*This is required for entry of the order into NCIC.

**IT IS ORDERED:**

6. (continued)

\*\*  e. stalking as defined under MCL 750.411h and MCL 750.411i that includes but is not limited to:

following petitioner or appearing within his/her sight.  appearing at petitioner's workplace or residence.  
 sending mail or other communications to petitioner.  contacting petitioner by telephone.  
 approaching or confronting petitioner in a public place or on private property.  
 entering onto or remaining on property owned, leased, or occupied by petitioner.  
 placing an object on or delivering an object to property owned, leased, or occupied by petitioner.

f. interfering with petitioner's efforts to remove his/her children/personal property from premises solely owned/leased by respondent.

\*\*  g. threatening to kill or physically injure \_\_\_\_\_.  
Name \_\_\_\_\_

h. interfering with petitioner at his/her place of employment or education or engaging in conduct that impairs his/her employment or educational relationship or environment.

i. having access to information in records concerning a minor child of petitioner and respondent that will reveal petitioner's address, telephone number, or employment address or that will reveal the child's address or telephone number.

j. intentionally causing petitioner mental distress or exerting control over petitioner by:

injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which petitioner has an ownership interest.  
 removing any animal from his/her possession in which petitioner has an ownership interest.  
 retaining or obtaining possession of any animal in which petitioner has an ownership interest.

\*\*  k. purchasing or possessing a firearm.

l. other: \_\_\_\_\_

7. As a result of this order, federal and/or state law may prohibit you from possessing or purchasing ammunition or a firearm.

8. Violation of this order subjects respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty, respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.

9. **This order is effective when signed, enforceable immediately, and remains in effect until \_\_\_\_\_.**  
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If respondent violates this order in a jurisdiction other than this state, respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.

10. The court clerk shall file this order with GRAND TRAVERSE SHERIFF DEPARTMENT \_\_\_\_\_ who will enter it into the LEIN.  
Name of law enforcement agency \_\_\_\_\_

11. Respondent may file a motion to modify or terminate this order. For ex parte orders, the motion must be filed within 14 days after being served with or receiving actual notice of the order. Forms and instructions are available from the clerk of court.

12. A motion to extend the order must be filed 3 days before the expiration date in item 9 or a new petition must be filed.

**PROOF OF SERVICE**

**TO PROCESS SERVER:** You must serve the personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

**CERTIFICATE OF SERVICE / NONSERVICE**

I served  personally  by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order, together with the attachments listed below, on:

I have attempted to serve a copy of the personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	TOTAL FEE \$	Signature
Incorrect address fee \$	Miles traveled	Fee \$		Name (type or print)

**ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received service of a copy of the personal protection order, together with

Attachments (if any) \_\_\_\_\_

Date and time \_\_\_\_\_

Respondent's signature \_\_\_\_\_

Name (type or print) \_\_\_\_\_