

# **ANTI-HARASSMENT/ STALKING PACKET**

## **THE RESPONDENT IS UNDER 18**

*THIS REQUEST FOR A TEMPORARY ORDER MAY ONLY BE FILED IN MUNICIPAL COURT IF: Petitioner is 18 or over and Respondent is under age 18. If the Municipal Court grants a temporary order, the case will be transferred to Kitsap County Superior Court for the Full Order Hearing.*

*If both parties are minors, case MUST be filed in Kitsap County Superior Court to request a Temporary Order.*

## Worksheet for the Harassment and/or Stalking Petition Bainbridge Island Municipal Court

There are several different kinds of protection orders. This worksheet is designed to help you complete a petition for Harassment Orders and/or Stalking Protection Orders.

**If you qualify for a Domestic Violence Protection order, this is NOT the correct form to complete.**

To help you figure out which order you may be able to get, read the 2 options in the table below. Each option generally describes harassment or stalking conduct. More than one option may apply:

<p>Option 1 (Harassment protection order) Harassment is a pattern of conduct that makes you feel annoyed, alarmed or distressed. Must cause substantial emotional distress and not be protected by free speech rights.</p>	<p>Option 2 (stalking protection order) Stalking is conduct like harassment, following, or monitoring, that makes you feel intimidated, frightened, or threatened and occurs more than once. It may also involve cyberstalking which is transmitting threats or obscene words or pictures to or about you one or more times.</p>
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You can find a complete legal definition of Harassment or Stalking at the end of this worksheet.

**You may be eligible for one or both of these orders.** The court will determine which order applies.

**Your next step is to fill out the petition.** In the petition, you will let the court know what protections you want and explain what the other party has done.

➤ **You MUST start and file your petition in Superior Court (using Superior Court forms) IF both parties involved are MINORS.**

**If you think the conduct is harassment, then you may file your petition at the Bainbridge Island Municipal Court as long as:**

- the harassment took place in the City of Bainbridge Island;
- OR the person who committed the acts lives on Bainbridge Island;
- OR the person who committed the acts can be served with legal notice on Bainbridge Is.

**If you think the conduct is stalking, then you may file your petition at the Bainbridge Island Municipal Court as long as:**

- you reside on Bainbridge Island;
- OR you moved/fled to Bainbridge Island to avoid the stalking contact.

➤ **If the above standards are met, you can start your petition in Municipal Court.**

However, the Municipal Court will transfer your case to Superior Court **IF:**

1. this case involves title or possession of real property, and the respondent claims an interest in that property such as ownership or right to occupy.
2. the order put limits on the respondent's care, custody, or control of his or her minor children.
3. you and the respondent are parties in a superior court case.
- 4a. you are alleging harassment by a respondent who is under the age of 18.
- 4b. you are alleging stalking and the petitioner, victim, or respondent is under the age of 18.

## ➤ Definitions

### **Unlawful harassment** means:

- a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, or harasses, or is detrimental to such person and which serves no legitimate or lawful purpose (Constitutionally protected free speech is a lawful purpose).
  - The course of conduct shall be such as would cause a reasonable person to suffer substantial emotional distress and shall actually cause substantial emotional distress to the petitioner, or when the course of conduct would cause a reasonable parent to fear for the well-being of their child.

### **“Course of conduct:”**

- means a pattern of conduct composed of a series of acts over a period of time, however short, evidencing a continuity of purpose.
- includes, in addition to any other form of communication, contact, or conduct, the sending of an electronic communication. Constitutionally protected activities, including free speech, are not included within the meaning of “course of conduct.”

### **Stalking Conduct** means:

a) any act of stalking as defined under RCW 9A.46.110: A person intentionally and repeatedly harasses or repeatedly follows another person, and

- the person being harassed or followed is placed in fear that the stalker intends to injure the person, another person, or property of the person or of another person. The feeling of fear must be one that a reasonable person in the same situation would experience under all the circumstances; and
- the stalker either: (i) intends to frighten, intimidate, or harass the person; or (ii) knows or reasonably should know that the person is afraid, intimidated, or harassed even if the stalker did not intend to place the person in fear or intimidate or harass the person.

Or

b) any act of cyberstalking as defined under RCW 9.61.260: With intent to harass, intimidate, torment, or embarrass any other person, and under circumstances not constituting telephone harassment, the stalker makes an electronic communication to a person or a third party:

- using any lewd, lascivious, indecent, or obscene words, images, or language, or suggesting the commission of any lewd or lascivious act;
- anonymously or repeatedly whether or not conversation occurs; or
- threatening to inflict injury on the person or property of the person called or any member of his or her family or household.

Or

c) any course of conduct involving repeated or continuing contacts, attempts to contact, monitoring, tracking, keeping under observation, or following another [person] that:

- would cause a reasonable person to feel intimidated, frightened, or threatened and that actually causes such a feeling;
- serves no lawful purpose; and
- the stalker knows or reasonably should know threatens, frightens, or intimidates the person, even if the stalker did not intend to intimidate, frighten, or threaten the person.



## MUNICIPAL COURT OF BAINBRIDGE ISLAND

### Process for Protection Order Hearings

#### Request for Temporary Order

When a person (also called a "party" in legal terms), requests a protection order against another person, the Court will review the written petition and documents submitted. The Judge may also ask you questions in open court.

The Judge will consider whether or not to issue a temporary order and set a full hearing. There are three things that may happen upon a request for a temporary protection order:

- (1) The Court issues a temporary protection order, good for up to 14 days and sets the matter for a Full Order Hearing;
- (2) The Court declines to issue a temporary protection order and sets the matter for a Full Order Hearing;
- (3) The Court finds that there are not sufficient grounds for a protection order and declines to issue a temporary order and set any further hearing.

If a temporary order is issued, it will be forwarded to the police department for service of the petition paperwork, temporary order, and notice of hearing. Bainbridge Island Police will serve all types of orders without requiring any service fees. Other police departments may charge service fees for personal service of harassment protection orders.

#### Full Order Hearing

When a person requests a protection order against another person, that person must be given notice. Notice is provided by in-person service of the temporary order and next hearing (typically by law enforcement). You should expect that all paperwork submitted to the court (except confidential law enforcement form) will be given to the person you are requesting an order against. Court actions must be public hearings and all paperwork must be shown to the other side.

If the party is not served prior to the next hearing, the Judge may reissue the temporary order and reset the hearing to allow for proper notice to be provided. If the requesting party fails to appear for the full order hearing, the matter will be dismissed. If the responding party is served properly according to legal requirements and fails to appear at the hearing, the Judge may issue the protection order against the person.

At the Full Order Hearing, the parties will be kept separated prior to the start of the hearing as much as possible. The parties will be present at the same time during the hearing. The Bainbridge Island Municipal Court has a security officer present for the hearing.

At the Full Order Hearing, the Court will review the evidence submitted, testimony, and any additional evidence submitted. Each party will have an opportunity to address the Judge.

## **Presentation of Evidence- Protection Order Hearings**

Each court may have different rules and procedures regarding hearings. The following is information to assist you with your upcoming protection order hearing at the Bainbridge Island Municipal Court. If your hearing is transferred to Kitsap County Superior Court, different rules may apply.

### **Full Order Hearing**

At the full order hearing, the Court will consider the written petition and any additional evidence presented and that the Judge deems relevant to the matter.

Each side will have an opportunity to present his/her side to the Judge. You are not required to have a lawyer for a protection order hearing and many parties appear "pro se" (representing oneself). If you would like to have a lawyer represent you, you must hire an attorney in advance of the hearing at your own expense. "Evidence" is what you present in court to prove your side of the case. Evidence can be your statements (called "testimony"), documents or photos. The following are examples of the types of evidence that can be used to present your side of the case to the Judge.

### **Your Testimony**

You should describe for the Judge the reasons why you want the order of protection or why the protection order should not be granted. You should include information about any incidents in question. Remember to describe each incident by referring to "who, how, when and where".

### **Testimony of Witnesses**

You may ask people who have knowledge about the incidents in question or corroborative evidence to testify at the full order hearing. Any testimony should be related and relevant to the reasons for the protection order request. You should present written statements of witnesses using the Declaration Form included with the petition packet. However, keep in mind that live testimony may be more helpful to the Judge than a written statement.

### **Physical Evidence**

You may present physical items in order to prove your side of the case. If you bring digital evidence, you must either have it printed out on paper or on a CD/ DVD/Flashdrive that can be admitted and kept by the Court as part of the record. If you plan to present digital evidence, you should bring a way to play that evidence to the Court (such as a laptop) or the Judge will not be able to see it. Some examples of items that you might present include: Police reports, medical records, photographs, bills/invoices, letters, emails, voicemail messages, and video. You bear the burden of presenting your side of the case. The Judge and clerks are not allowed to do that work for you.

### **Copies**

You must have three copies of anything you plan to show to the Judge (1) for yourself; (2) for the other party; and (3) a copy for the Judge/court file. Providing this evidence in advance of the hearing to the Court and the other party will prevent delays. You may drop off a copy of any evidence to the clerk in advance of your hearing and the clerk will contact the other party regarding pick up, if the clerk has contact information for that party. If you fail to bring adequate copies, the clerk will charge you for any copies requested at 50 cents per page.

Judge  
Sara L. McCulloch



Court Administrator  
Telma Hauth

## MUNICIPAL COURT OF BAINBRIDGE ISLAND

Having a conflict with a neighbor or another person close to you can be an extremely stressful event. If you will be having an ongoing relationship with the other person, it may be in your best interest to work on resolving your conflict through the mediation dispute resolution process. This is different than the adversarial process where a court listens to both sides and then makes a decision that is binding on the parties. Below is some information to help you decide if mediation could be helpful in your situation. Mediation is offered through the Kitsap Dispute Resolution Center.

If you already have a pending protection order process and both parties decide to participate in mediation, please contact the municipal court and inform the clerk of your scheduled mediation date.

Judge McCulloch

### **Community Mediation**

The Dispute Resolution Center of Kitsap County (DRC) offers mediation as a more peaceful alternative to litigation. If your wish is to avoid the court system, improve communication, or preserve or restore relationships, mediation is designed to do just that.

### **What is Mediation?**

- An informal process where impartial mediators help people resolve a conflict
- Mediators facilitate, or guide, the conversation
- Parties talk about what is important to them in a safe setting
- A private and confidential process
- An opportunity to explore options not considered in the past
- A chance to develop realistic, workable solutions
- Clients control the outcome - reaching an agreement is voluntary

*The DRC does not provide legal advice, counseling services or tell people how to resolve their conflict in mediation services.*

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Municipal Court  
Mailing Address: P O Box 151, Rollingbay, WA 98061  
Location address: 10255 NE Valley Road, Bainbridge Island  
Email address: [court@bainbridgewa.gov](mailto:court@bainbridgewa.gov)  
Phone: (206) 842-5641 Fax: (206) 842-0316  
[www.bainbridgewa.gov/court](http://www.bainbridgewa.gov/court)

## Who should use Mediation?

Mediation is an excellent choice for clients who wish to have a say in the outcome of the conflict. Typical cases the DRC hears involve;

- Divorce cases
- Modifying Parent Plans
- Neighborhood conflicts
- Commercial disputes
- Landlord / tenant disputes
- Workplace conflicts
- Contract negotiations
- Large group facilitations
- Communication agreements

The DRC office staff will be glad to help you determine if mediation is appropriate in your case. Clients that choose to use mediation still have the option of using the court system should the outcome of mediation not meet their needs. There may be some cases that are inappropriate for mediation such as cases involving domestic abuse, violent acts, or significant mental health issues.

## Mediation Process

Mediation is a negotiation where an impartial, third party (mediators) acts as facilitators of the conversation. They are not advocates, judges, or experts in legal matters.

Mediation is an opportunity for you to have the greatest control of the outcome in the negotiation. The following steps occur in a mediation session.

- **Mediators' Opening Statement:** Review the process, rules and roles.
- **Client Opening Statements:** Each party briefly explains, without interruption, the situation from their perspective and share ideas of what they would like to see happen.
- **Client Responses:** After client opening statements, each party is given the opportunity to respond to one another and understand one another more clearly.
- **Agenda:** The parties develop a list of issues they both agree to talk about.
- **Exploration/Negotiations:** Parties work with one another to develop solutions to the issues on the agenda.
- **Caucus:** Mediators may hold private, confidential meetings separately with each party. Either party, or even mediators, may also request a caucus during the session.
- **Settlement:** A settlement agreement may be written to memorialize the decisions made in mediation. In your words mediators will draft the agreement, and it is signed by all parties. Written agreements may be filed with the court as legally binding contracts. It is advisable to have attorneys review agreements.

In mediation, clients control the outcome of the mediation session. Settlements made in a mediation setting are agreements that are satisfactory to all parties. No one should sign an agreement that is not satisfactory to them. **Call the Kitsap Dispute Resolution Center at 360.698.0968, for more information about mediation.** The DRC staff will gladly answer your questions.





- repeatedly contacting, or attempting to contact or monitor the victim for no lawful purpose and his/her actions caused the victim to feel intimidated, frightened, or threatened.

\_\_\_\_\_ (name) is a victim of unlawful harassment and he/she is a minor.

The respondent's actions toward the victim have seriously alarmed, annoyed, or harassed the victim or are detrimental to the victim and they serve no legitimate or lawful purpose. The respondent's actions have caused the victim substantial emotional distress or caused me to fear for the well-being of the victim.

How do the victim and respondent know each other? \_\_\_\_\_

I have given a detailed explanation below.

### 1. Who is the petitioner

My name is (please print) \_\_\_\_\_. I am the petitioner.

I am age 16 or 17 years of age and I am petitioning on my own behalf.

I am a parent or guardian of a minor and I am petitioning on behalf of that minor.

I am not the parent or guardian, but I am petitioning on behalf of a minor who lives with me and the respondent is not a parent of that minor.

### 2. Information about the respondent

The respondent's name is listed in the caption. The respondent is

16 or 17 years of age

15 or under

Under 18; but I do not know the exact age.

*You only need to complete the following if you are requesting a harassment protection order:*

Respondent has been adjudicated of the following offense against my child:

Offense: \_\_\_\_\_

Case Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

Court/County: \_\_\_\_\_

Respondent is under investigation or has been investigated for the following alleged offense against my child:

Alleged offense: \_\_\_\_\_

Investigating agency: \_\_\_\_\_

### 3. Where do the parties live?

Petitioner lives in \_\_\_\_\_ County.

Did the petitioner leave their residence because of stalking conduct and that is the county of their new residence?

Yes  No





**7. How did the incidents you describe above make you or the minor feel?**

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**8. Has the respondent used, displayed, or threatened to use a firearm or other dangerous weapon in a felony? Please describe:**

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**9. Is the respondent ineligible to possess a firearm under the provisions of RCW 9.41.040? Please describe:**

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**10. Does possession of a firearm or other dangerous weapon by the respondent present a serious and imminent threat to public health or safety, or to the health or safety of the victim? Please describe:**

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**11. Do you have any evidence of the harassment or stalking conduct other than testimony?**

No

Yes. I have attached the following evidence:

Copy of letter(s)

Copy of text messages

Copy of email messages

Copy of social media messages

Police report

Declaration or Affidavit from the following witness(es): \_\_\_\_\_

Other (describe): \_\_\_\_\_

**12. Are there other court cases, civil protection orders, or criminal no-contact orders involving the minor to be protected and the minor respondent:**

<u>Case Number</u>	<u>Court Name (Superior/District/Municipal)</u>	<u>Case Title or Parties</u>
a) _____	_____	_____
b) _____	_____	_____
c) _____	_____	_____

➤ **Requests**

**13. I ask the Court for an order approving the following requests for protection:**

I Request an **Order for Protection** - following a hearing that will:

<input type="checkbox"/> <b>No-Contact:</b> Restrain the respondent from making any attempts to contact or having any contact, including nonphysical contact, with the minor to be protected directly, indirectly, or through third parties regardless of whether those third parties know of the order, except for mailing of court documents.
<input type="checkbox"/> <b>Surveillance:</b> Prohibit or restrain the respondent from making any attempt to keep, or from keeping the minor to be protected under surveillance, including electronic surveillance.
<input type="checkbox"/> <b>Exclude from places:</b> Exclude the respondent from the <input type="checkbox"/> residence <input type="checkbox"/> workplace <input type="checkbox"/> school <input type="checkbox"/> daycare of the minor to be protected.
<input type="checkbox"/> <b>Stay Away:</b> Prohibit or restrain the respondent from entering or being within, or from knowingly coming within, or knowingly remaining within _____ (distance) of the <input type="checkbox"/> residence <input type="checkbox"/> workplace <input type="checkbox"/> school <input type="checkbox"/> day care of the minor to be protected. <input type="checkbox"/> other: _____.
<input type="checkbox"/> <b>School Attendance:</b> Restrain respondent from attending _____ school at _____ (address) attended by the minor to be protected and <b>order</b> respondent to transfer to a different school.
<input type="checkbox"/> <b>Other:</b>
<input type="checkbox"/> <b>Evaluation:</b> Order the respondent to have a <input type="checkbox"/> mental health <input type="checkbox"/> chemical dependency evaluation <input type="checkbox"/> other: _____.
<input type="checkbox"/> <b>Pay Fees and Costs:</b> Require the respondent to pay fees and costs of this action, which may include administrative court costs and service fees and petitioner's costs, including attorneys' fees.

**Surrender Firearms:** Require the respondent to immediately surrender all firearms, other dangerous weapons, and any concealed pistol licenses and prohibit the respondent from accessing, obtaining or possessing a firearm, other dangerous weapon, or concealed pistol licenses.

**Duration: Remain effective** longer than one year because respondent is likely to resume acts of unlawful harassment or stalking conduct against the minor to be protected if the order expires in a year.

**Emergency Temporary Protection (up to 14 days) Until the Court Hearing:**

An emergency exists as described below. I request that a **Temporary Protection Order** granting the relief I requested above for a no-contact, surveillance, exclude from places, stay away, or school attendance order be issued immediately, without prior notice to the respondent, to be effective until the hearing.

I also request a temporary surrender of all firearms, other dangerous weapons, and concealed pistol licenses without notice to the other party because irreparable injury could result if an order is not issued until the hearing.

What irreparable harm would result if an order is not issued immediately without prior notice to the respondent?

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I declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Dated: \_\_\_\_\_ at \_\_\_\_\_, Washington.

\_\_\_\_\_  
Petitioner or person filing on behalf of petitioner

\_\_\_\_\_  
Print or type name

I agree to receive legal documents at this address:

\_\_\_\_\_  
 This address is not my home address because my family, household or I would be at risk of abuse by respondent if I disclosed my home address.

**BAINBRIDGE ISLAND MUNICIPAL COURT  
Kitsap County, Washington**

Mail: P.O. Box 151, Rolling Bay, WA 98061  
Location: 10255 NE Valley Rd, Bainbridge Island, WA  
Phone # 206-842-5641 Fax # 206-842-0316

\_\_\_\_\_  
Petitioner  
\_\_\_\_\_  
Minor(s)  
Vs. \_\_\_\_\_  
Respondent(s)  
\_\_\_\_\_  
Minor(s)

NO:

**PETITION FOR APPOINTMENT AS  
GUARDIAN AD-LITEM FOR MINORS**

Comes now the above named petitioner and requests the court to appoint  petitioner  
 respondent as guardian ad-litem for the above minor(s) who are not competent to commence or  
defend the action herein because said minor(s) are under the age of eighteen (18).

This petition is brought for the purpose of  domestic violence  other \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Petitioner

The above named petitioner disposes and says:

- I am applying to be appointed to be the guardian ad-litem for the above named persons in this action because they are under the age of eighteen (18) and I am the \_\_\_\_\_ of the minor(s).  
state nature of relationship to minor(s)
- I am applying for an order requesting the above named respondent be appointed as guardian ad-litem for the above named minor(s) and believe respondent is the \_\_\_\_\_ of the minor(s).  
state nature of relationship to minor(s)

I know and have independently reviewed the facts upon which the minor(s) are claiming relief and believe them to be true, and that the action commenced or defense asserted is justifiable.

I certify under penalty of perjury under the laws of the State of Washington that the statements made herein are true to the best of my knowledge and belief.

Signed at \_\_\_\_\_, Washington on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Petitioner

<b>BAINBRIDGE ISLAND MUNICIPAL COURT</b> <b>Kitsap County, Washington</b>	Mailing Addr: PO Box 151, Rollingbay, WA 98061 Location Addr: 10255 NE Valley Rd, Bainbridge Island, WA Phone # 206-842-5641 Fax # 206-842-0316 www.bainbridgewa.gov/court Email: court@bainbridgewa.gov
<hr/> vs. <hr/> Petitioner,  Respondent.	No. _____  <b>Motion and Declaration For Waiver of Filing Fees and Surcharges - Harassment (MTWVF) (RCW 10.14.060; RCW 10.14.055)</b>

**I. Motion**

- 1.1 I am the petitioner in this action.
- 1.2 I am asking for a waiver of all filing fees and surcharges.

**II. Basis for Motion**

- 2.1  GR 34 allows the court to waive "filing fees or surcharges the payment of which is a condition precedent to a litigant's ability to secure access to judicial relief" for a person who is indigent. RCW 10.14.060 provides that if the petitioner's request for fee waiver is granted, "then no fees for service may be charged to the petitioner." As outlined below, I am indigent.
- 2.2  RCW 10.14.055 allows the court to waive "filing fees or surcharges the payment of which is a condition precedent to a litigant's ability to secure access to judicial relief" for a person who is seeking relief from a person:
  - who has stalked them as that term is defined in RCW 9A.46.110; or
  - who has engaged in conduct that would constitute a sex offense as defined in RCW 9A.44.130; or
  - from a person who is a family or household member as defined in RCW 26.50.010 who has engaged in conduct that would constitute domestic violence as defined in RCW 26.50.010.



RCW 10.14.060 provides that if the petitioner's request for fee waiver is granted, "then no fees for service may be charged to the petitioner."

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Requesting Party

\_\_\_\_\_  
Print or Type Name

### III. Declaration

I declare that,

3.1  I cannot afford to meet my necessary household living expenses and pay the filing fees and surcharges imposed by the court. Please see the attached Financial Statement, which I incorporate as part of this declaration.

In addition to the information in the financial statement I would like the court to consider the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.2  I am seeking protection from the respondent who:

has stalked me, or the minor child(ren) listed in the petition;

has engaged in conduct that would constitute a sex offense as defined in RCW 9A.44.130; or

is a family or household member as defined in RCW 26.50.010 who has engaged in conduct that would constitute domestic violence as defined in RCW 26.50.010;

as described in the Statement in the Petition for Order for Protection – Harassment.

(Check if applies.) I filed this motion by mail. I enclosed a self-addressed stamped envelope with the motion so that I can receive a copy of the order once it is signed.

I declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signed at (city) \_\_\_\_\_, (state) \_\_\_\_\_ on (date) \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

Case Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

Financial Statement - Harassment (Attachment)			
1. My name is:			
2. <input type="checkbox"/> I provide support to people who live with me: How many?      Age(s):			
<b>3. My Monthly Income:</b>		<b>6. My Monthly Household Expenses:</b>	
Employed <input type="checkbox"/>	Unemployed <input type="checkbox"/>	Rent/Mortgage:	\$
Employer's Name:		Food/Household Supplies:	\$
Gross pay per month (salary or hourly pay):	\$	Utilities:	\$
Take home pay per month:	\$	Transportation:	\$
<b>4. Other Sources of Income Per Month in my Household:</b>		Ordered Maintenance actually paid:	\$
Source:	\$	Ordered Child Support actually paid:	\$
Source:	\$	Clothing:	\$
Source:	\$	Child Care:	\$
Source:	\$	Education Expenses:	\$
Sub-Total:		Insurance (car, health):	\$
<input type="checkbox"/> I receive food stamps.		Medical Expenses:	\$
<b>Total Income, lines 3 (take home pay) and 4:</b>		<b>Sub-Total:</b>	<b>\$</b>
<b>5. My Household Assets:</b>		<b>7. My Other Monthly Household Expenses:</b>	
Cash on hand:	\$		\$
Checking Account Balance:	\$		\$
Savings Account Balance:	\$		\$
Auto #1 (Value less loan):	\$		\$
Auto #2 (Value less loan):	\$	Sub-Total:	\$
Home (Value less mortgage):	\$	<b>8. My Other Debts with Monthly Payments:</b>	
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$	Sub-Total:	\$
<b>Total Household Assets:</b>		<b>Total Household Expenses and Debts, lines 6, 7, and 8:</b>	
\$		\$	
Date:		Signature:	

**LAW ENFORCEMENT INFORMATION**

**Do NOT serve or show this sheet to the restrained person!**

**Do NOT FILE in the court file. Give this form to law enforcement.**

Type or print clearly! This completed form is required by law enforcement. This information is necessary to serve, enforce and enter your order into the state wide law enforcement computer. Fill in the following information as completely as possible.

Court: \_\_\_\_\_ Case Number: \_\_\_\_\_

Domestic Violence  Dissolution/Separation/Invalidity/Nonparental Custody/Paternity  
 Unlawful Harassment  Vulnerable Adult  Sexual Assault

**Restrained Person's Information (This is the person that you want the court to restrain.)**

Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Nickname \_\_\_\_\_ Relationship to Protected Person \_\_\_\_\_

Date of Birth \_\_\_\_\_  Male  Female Race \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Eye Color \_\_\_\_\_ Hair Color \_\_\_\_\_ Skin Tone \_\_\_\_\_ Build \_\_\_\_\_

Last Known Address Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone(s) w/Area Code \_\_\_\_\_ Need Interpreter? Yes or No Language: \_\_\_\_\_

Employer \_\_\_\_\_ Employer's Address \_\_\_\_\_ WORK Hours: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Vehicle License Number \_\_\_\_\_ Vehicle Make and Model \_\_\_\_\_ Vehicle Color \_\_\_\_\_ Vehicle Year \_\_\_\_\_ Drivers License or ID number \_\_\_\_\_ State \_\_\_\_\_

Does the restrained person have a disability, brain injury, or impairment requiring special assistance when law enforcement serves the order?  No  Yes. If yes, describe (continue on back, if needed):

**Hazard Information** Restrained Person's History Includes:  
 Involuntary/Voluntary Commitment  Suicide Attempt or Threats  
 Assault  Assault with Weapons  Alcohol/Drug Abuse  Other:  
**Weapons:**  Handguns  Rifles  Knives  Explosives  Other:  
**Location of Weapons:**  Vehicle  On Person  Residence Describe in detail:

**Current Status (Circle Yes, No or N/A.)** Is the restrained person a current or former cohabitant as an intimate partner? Y N  
 Are you and the restrained person living together now? Y N Does the restrained person know he/she may be moved out of the home? Y N N/A  
 Does the restrained person know you're trying to get this order? Y N Is the restrained person likely to react violently when served? Y N

**Protected Person's Information (This is the person you want the court to protect.)**

Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Date of Birth \_\_\_\_\_  Male  Female Race \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Eye Color \_\_\_\_\_ Hair Color \_\_\_\_\_ Skin Tone \_\_\_\_\_ Build \_\_\_\_\_

If your information **is not confidential**, you must enter your address and phone number(s).

Current Address Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone(s) w/Area Code \_\_\_\_\_ Need Interpreter? Yes or No Language: \_\_\_\_\_

If your information **is confidential**, you must provide the name, address and phone number of someone willing to be your "contact."

Contact Name \_\_\_\_\_ Contact Address \_\_\_\_\_ Contact Phone \_\_\_\_\_

If you filed for someone else, list your name, phone number and address:

Minor's Information			Describe the minor's relationship using terms such as: child, grandchild, stepchild, nephew, none. →				Minor's Relationship to Protected Person	
Name: First	Middle	Last	Sex	Race	Birth date	Resides With	Person	Person

Victim's Household Members or Adult Children Protected Name: \_\_\_\_\_ birth date: \_\_\_\_\_  
 Name: \_\_\_\_\_ birth date: \_\_\_\_\_ Name: \_\_\_\_\_ birth date: \_\_\_\_\_

### Confidential Information Form (INFO)

County: **KITSAP**

Cause Number:

Do not file in a public access file.

**Court Clerk: This is a Restricted Access Document**

- Divorce/Separation/Invalidity/Nonparental Custody/Paternity/Modifications  Sexual Assault  Other
- Domestic Violence  Antiharassment  Information Change (Check if you are updating information)
- A restraining order or protection order is in effect protecting  the petitioner  the respondent  the children.
- The health, safety, or liberty of a party or child would be jeopardized by disclosure of address information because: \_\_\_\_\_

**The following information about the parties is required in all cases:**  
(Use the Addendum To Confidential Information Form to list additional parties or children)

Petitioner Information	<b>Type or Print Only</b>	Respondent Information
Name (Last, First, Middle)		
Race	Sex	Birth date
Driver's Lic. or Identocard (# and State)		
Mailing Address (P.O. Box/Street, City, State, Zip)		
Relationship to Child(ren)		

**The following information is required if there are children involved in the proceeding.** (Soc. Sec. No. is not required for petitions in protection order cases (Domestic Violence/Antiharassment/Sexual Assault.)

1) Child's Name (Last, First, Middle)

Child's Race/Sex/Birth date

Child's Soc. Sec. No. (If required)

Child's Present Address or Whereabouts

2) Child's Name (Last, First, Middle)
Child's Race/Sex/Birth date
Child's Soc. Sec. No. (If required)
Child's Present Address or Whereabouts
List the names and present addresses of the persons with whom the child(ren) lived during the last five years:
List the names and present addresses of any person besides you and the respondent who has physical custody of, or claims rights of custody or visitation with, the child(ren):

<b>Except for petitions in protection order cases (Domestic Violence/Antiharassment/ Sexual Assault), the following information is required:</b>	
<b>Petitioner's Information</b>	<b>Respondent's Information</b>
Soc. Sec. No.:	Soc. Sec. No.:
Residential Address (Street, City, State, Zip)	Residential Address (Street, City, State, Zip)
Telephone No.: (    )	Telephone No.: (    )
Employer:	Employer:
Empl. Address:	Empl. Address:
Empl. Phone No.: (    )	Empl. Phone No.: (    )
<b>For Nonparental Custody Petitions only, list other Adults in Petitioner(s) household (Name/DOB):</b>	

Additional information: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Addendum(s) To Confidential Information Form attached. List other parties or children in Addendum(s).

I certify under penalty of perjury under the laws of the state of Washington that the above information is true and accurate concerning myself and is accurate to the best of my knowledge as to the other party, or is unavailable. The information is unavailable because \_\_\_\_\_  
 \_\_\_\_\_

Signed on \_\_\_\_\_ [Date] at \_\_\_\_\_ [City and State].

\_\_\_\_\_  
 Petitioner/Respondent

## ADDENDUM TO CONFIDENTIAL INFORMATION FORM (AD)

County:	Cause Number:	Do not file in a public access file.
<b>COURT CLERK: THIS IS A RESTRICTED ACCESS DOCUMENT</b>		

**The following information about additional parties is required in all cases.**

Additional Petitioner Information	Type or Print only	Additional Respondent Information
Name (Last, First, Middle)		Name (Last, first, Middle)
Race	Sex	Birthdate
Drivers Lic. or Identocard (# and State)		Drivers Lic. or Identocard (# and State), (or, if unavailable, residential address)
Mailing Address (P.O. Box/Street, City, State, Zip)		Mailing Address (P.O. Box/Street, City, State, Zip)
Relationship to Child(ren)		Relationship to Child(ren)

**The following information is required if there are additional children involved in the proceeding**  
(Soc. Sec. No. is not required for petitions in protection order cases (Domestic Violence/Antiharassment)).

3) Child's Name (Last, First, Middle)
Child's Race/Sex/Birthdate
Child's Soc. Sec. No. (If required)
Child's Present Address or Whereabouts
4) Child's Name (Last, First, Middle)
Child's Race/Sex/Birthdate
Child's Soc. Sec. No. (If required)
Child's Present Address or Whereabouts

**Except for petitions in protection order cases (Domestic Violence/Antiharassment), the following information is required:**

Additional Petitioner Information	Additional Respondent Information
Soc. Sec. No.:	Soc. Sec. No.:
Residential Address (Street, City, State, Zip)	Residential Address (Street, City, State, Zip)
Telephone No.: ( )	Telephone No.: ( )
Employer:	Employer:
Empl. Address:	Empl. Address:
Empl. Phone No.: ( )	Empl. Phone No.: ( )

**IF YOU WOULD LIKE TO PRESENT STATEMENTS  
FROM WITNESSES, USE THE ATTACHED  
DECLARATION FORM.**

**MAKE COPIES IF YOU NEED STATEMENTS FROM  
MORE THAN ONE WITNESS.**





Lined area for text entry.

(Attach additional single-sided pages if necessary and number them.)

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signed at \_\_\_\_\_ (city) \_\_\_\_\_ (state) on \_\_\_\_\_ (date).

Signature of Declarant \_\_\_\_\_

Print or Type Name \_\_\_\_\_