

# Adult Abuse Information

For further Information Contact:  
Circuit Clerk of Jefferson County  
Jefferson County Courthouse  
P.O. Box 100  
Hillsboro, Missouri 63050  
(636) 797-5555  
1-800-748-3456



## Petition for Ex-Parte Order of Protection

### Requirements:

#### ● **Age:**

Both you and the person you are filing against must be eighteen (18) years of age or otherwise emancipated.

#### ● **Relationship:**

One of the following must pertain to you:

1. You and respondent are spouses
2. You and respondent were spouses
3. You and respondent are or were residing together
4. You and respondent are related by blood
5. You and respondent have a child in common
6. You and respondent are related by marriage
7. You and respondent were related by marriage
8. You and respondent have no relationship other than the respondent  
has stalked you

filing against is the respondent.

Remember when you are filling out the petition you must explain the acts of abuse in detail as your statements are what the Judge will base his decision on as to whether or not an order is issued.

## **Costs:**

You are not required to post a filing fee for an adult abuse action. You are required to fill out a financial statement which the Judge will review and base his decision, at the time of the hearing, on who (petitioner or respondent) will be assessed the costs of this action.

## **Service:**

The respondent must be served with a copy of the petition and Ex-Parte Order of Protection at least five (5) days before the hearing date. You will be provided with a form to fill out that gives the Sheriff's Office instructions on where to locate the respondent. Make sure that you give accurate information such as addresses, place of employment, type of automobile, places respondent frequents and any other information that may be helpful in order to obtain service.

## **Hearing:**

You will be given a court date when you are issued the Ex-Parte Order of Protection. You must appear at this hearing. If the respondent has not been served by the court date you will still need to appear and at this time you may ask the Judge to schedule another hearing date and also ask that the order remain in effect until the next court date.

You will be representing yourself (unless you have an attorney to represent you). At the hearing be prepared to give your version of the incidents of abuse to the Judge. If you have any witnesses, pictures of the abuse or any other evidence that you feel would be helpful in presenting your case to the Judge you may bring them to your hearing.

At the time of the hearing you are entitled to ask for any of the following and the Judge will make a decision as to what orders you are granted:

1. Refrain the respondent from abusing, molesting, stalking or disturbing your peace

**order of protection expires. You will need to come to the circuit clerk's office and make your request in writing.**

**REMEMBER YOU MUST MAKE YOUR REQUEST BEFORE YOUR FULL ORDER EXPIRES.**

### **☒ Termination of Order:**

If you desire to terminate the order of protection, before your court date or the expiration date, you must come to the circuit clerk's office and fill out a termination form. Both you and the respondent must sign the form.

### **☒ Clerk Duties:**

The clerk will help you fill out the necessary forms. Please listen to the clerk when she is explaining the forms and if you do not understand something ask her to explain it.

If you have any special needs that the court should be made aware of please let the clerk know and she will advise the court.

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