

GENERAL INSTRUCTIONS  
FOR THOSE ASKING FOR A PROTECTION FROM ABUSE ORDER

**NOTICE**

**The protection from abuse process is designed to provide quick and immediate protection. However, the process may require time, expertise, or more than one hearing. If you have questions, you should ask for help from an attorney or victim services advocate. The Kansas Crisis Hotline (1-888-363-2287) or Kansas Legal Services (1-800-723-6953) may be able to help you find an attorney or advocate.**

**These are basic forms and they do not cover every situation. The Clerk of the District Court cannot help you with these forms. The clerk cannot give legal advice to you or tell you about your rights or responsibilities. The clerk can only provide very limited information about the protection order process. You can find more information about protection from abuse at [www.kcsdv.org](http://www.kcsdv.org) and <https://www.kansaslegalservices.org/node/2036/pfa-tips-tricks-part-1-preparing-your-pfapfs>.**

1. You may ask for a protection from abuse order:
  - a. For yourself; or,
  - b. For yourself and a minor child(ren); or,
  - c. For only a minor child(ren).

You may file on behalf of a minor child if:

- a. You are the child's parent; or
  - b. You are an adult residing with the child; or
  - c. You are the child's court-appointed legal custodian or guardian.
2. Each person for whom protection is sought must be in (or have been in) an "intimate partner or household member" relationship with the defendant.

"Intimate partner or household member" relationship means:

- a. Persons who are in a dating relationship (a social relationship of a romantic nature); or,
- b. Persons who have been in a dating relationship; or,
- c. Persons who live together; or,
- d. Persons who have lived together; or,
- e. Persons who have had a child in common.

3. Each person needing protection must have been abused. This means that one of the following must have occurred:
  - a. The defendant physically hurt you or a minor child on purpose; or,
  - b. The defendant tried to physically hurt you or a minor child; or,
  - c. The defendant threatened to physically hurt you or a minor child; or,
  - d. The defendant engaged in any sexual contact or attempted sexual contact with you or a minor child when such person was incapable of giving consent; or,
  - e. The defendant engaged in sexual conduct (touching or sexual intercourse) with a minor child under 16 years of age.

4. If you meet the requirements above, you may file a **Petition for Protection from Abuse Order** with any district court. You must also complete the **Self-Represented Litigant Certification Form** and file it with your petition. If you want your address and telephone number to remain confidential, you must complete the **Protection from Abuse Confidential Address Form** and include it with your petition.

5. The defendant must be notified by personal service that you have filed a **Petition for a Protection from Abuse Order**. The clerk of the district court will give the paperwork to the sheriff's office to deliver to the defendant.

If personal service cannot be made, then service may be obtained as provided by order of the judge.

6. If the defendant is a minor, you must complete the **Minor Defendant Addendum**. Petitions, motions and temporary protection from abuse orders filed against a minor defendant must be served by serving the minor **and**:

- a. The minor's guardian or conservator, if any; **or**,
- b. The minor's father or mother; **or**,
- c. A person having the minor's care or control; **or**,
- d. A person with whom the minor resides.

If service cannot be made upon any of these people, then service may be obtained as provided by order of the judge.

7. You should be available to testify at future hearings as set by the judge. If you fail to appear, the case may be dismissed. You are the one asking for the protective order, and you must convince your judge of what you claimed to be true. You may bring other evidence and call additional witnesses in support of your claim.

8. Your final protection order will expire on the date stated in the order unless you ask for an extension from the court before the order expires.

*Extension for one to three years*

To ask for an extension for one to three years, you can use the form titled “**Motion to Extend Final Protection from Abuse Order for One to Three Additional Years.**” You must file the motion with the clerk of the district court and mail a copy of the motion to the defendant. You must file your motion to extend the order before your order ends. It is a good idea to file the motion at least a month before your order ends because this process can take several weeks.

*Extension for one or more years*

If the defendant has violated a protection order or been convicted of a person felony against you or a member of your household, you may ask the court to extend the protection order for one year or longer. You can use the form titled “**Motion to Extend Final Protection from Abuse Order for One Additional Year or Up to Life.**” The motion asking to extend an order for one year or longer must be filed with the clerk of the district court and then personally served on the defendant. The court must hold a hearing where the defendant may appear, present evidence, and question witnesses. You must file your motion to extend the order before your order ends. It is a good idea to file the motion at least a month before your order ends because this process can take several weeks.

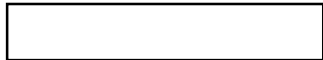
9. If you are the defendant and you want to ask for a protection from abuse order against the plaintiff, you must meet all the requirements in paragraphs one (1) through three (3) above, and then you may file a written counter-petition.

10. *Child Support*

If you decide to ask the court to order or modify child support, it is highly recommended that you get the advice of an attorney. In order for the court to order or modify child support, you must complete a **Domestic Relations Affidavit** and a **Child Support Worksheet** and attach them to the **Petition for Protection from Abuse**. If the court grants child support, the court will complete the Child Support Addendum and attach it to the **Final Protection from Abuse Order**. You will then need to complete a **Kansas Payment Center Form**, attach it to a copy of the **Final Protection from Abuse Order** including the Child Support Addendum and provide it to the Clerk of the District Court.

11. *Wireless Telephone Number(s)*

You may ask the court to transfer the rights to and the billing responsibility for the wireless telephone numbers used by you and/or the children in your care from the defendant to you. If the court grants your request, the court will complete an **Order Transferring Wireless Telephone Number(s)**. You must send a copy of the file-stamped **Order Transferring Wireless Telephone Number(s)** and the **Confidential Information for Order Transferring Wireless Telephone Number(s)** to the wireless service provider’s agent for service of process listed with the secretary of state.



For Office Use Only

# CIVIL COVER SHEET

The civil cover sheet neither replaces nor supplements the filing and service of pleadings or other papers as required by law. This form is required for use by the Clerk of the District Court for the purposes of initiating the civil docket sheet. This information will not be available to the public and this document will be stored in a separate location from the case file and then destroyed within a reasonable time. A new case **will not be accepted** without a cover sheet attached. (THIS FORM MUST BE TYPED OR PRINTED LEGIBLY). This form can be found at [www.kscourts.org](http://www.kscourts.org).

**NATURE OF SUIT** (Mark only one - If the case involves more than one of the following categories, indicate the category having the highest dollar value.)

**CIVIL** If a CH. 61: \$ \_\_\_\_\_ (Judgment Demand Amount)

- TORT**
  - Asbestos Product Liability
  - Automobile Tort
  - Intentional Tort
  - Legal Malpractice
  - Medical Malpractice
  - Other Professional Malpractice
  - Premises Liability
  - Slander/Libel/Defamation
  - Tobacco Product Liability
  - Toxic/Other Product Liability
  - Other Tort
- CONTRACT**
  - Buyer Plaintiff
  - Employment Dispute - Discrimination
  - Employment Dispute - Other
  - Fraud
  - Landlord/Tenant - Forcible Detainer
  - Landlord/Tenant Dispute - Other
  - Seller Plaintiff (debt collection)
  - Other Contract
- CIVIL APPEALS**
  - Administrative Agency
  - Other Civil Appeal
  - Tax Appeal
- REAL PROPERTY**
  - Eminent Domain
  - Mortgage Foreclosure
  - Other Real Property
  - Tax Foreclosure
- MISCELLANEOUS**
  - 60-1507
  - Habeas Corpus
  - Other Writs
  - Name Change
  - Post Judgment Elevation LM to CV
  - Transfer Pre-Judgment LM to CV
- STATE TAX WARRANT**
- OTHER CIVIL**
- SMALL CLAIMS**

## DOMESTIC

- MARRIAGE DISSOLUTION/DIVORCE**
- PROTECTION FROM ABUSE**
- PROTECTION FROM STALKING**
- UIFSA**
- OTHER DOMESTIC RELATIONS**
- NON-DIVORCE SUPPORT, CUSTODY OR VISITATION**
- PATERNITY**
- DOMESTIC FOREIGN JUDGMENT (OUT OF COUNTY)**

## PROBATE/ESTATE

- GUARDIAN/CONSERVATOR**
  - Conservatorship/Trusteeship
  - Guardianship - Adult
  - Guardianship - Minor
  - Guardian/Conservator - Adult
  - Guardian/Conservator - Minor
- DETERMINATION OF DESCENT**
- ADOPTION**
- SEXUALLY VIOLENT PREDATOR**
- FOREIGN ADOPTION**
- DECEDENT ESTATE**
- CARE AND TREATMENT**
- REFUSAL TO GRANT LETTERS**
- TERMINATION OF JOINT TENANCY**
- FILING WILL AND AFFIDAVIT**
- TERMINATION OF LIFE ESTATE**
- OTHER PROBATE/ESTATE**

**JURY DEMAND**  YES (Check yes only if jury demand is included in petition or as a separate pleading)  
 NO

**SUMMONS ATTACHED:**  YES  NO      **SHERIFF'S PROCESS FEE ATTACHED**  YES  NO

**SERVICE BY:**  PROCESS SERVER/ATTORNEY  
 SHERIFF IN STATE \_\_\_\_\_ (County)  
 SHERIFF OUT OF STATE \_\_\_\_\_ (State)

**PLAINTIFF/SUBJECT INFORMATION**

(ATTACH ADDITIONAL SHEET, IF NECESSARY)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ SEX: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB: \_\_\_\_\_

DL OR STATE ID NO: \_\_\_\_\_  
State and Number

ALIAS NAMES USED: \_\_\_\_\_  
\_\_\_\_\_

**ATTORNEYS**

(Firm Name, Address, Telephone Number and Supreme Court ID Number)

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

**DEFENDANT/OTHER PARTY INFORMATION**

(ATTACH ADDITIONAL SHEET, IF NECESSARY)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ SEX: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB: \_\_\_\_\_

DL OR STATE ID NO: \_\_\_\_\_  
State and Number

ALIAS NAMES USED: \_\_\_\_\_  
\_\_\_\_\_

**ATTORNEYS**

(Firm Name, Address, Telephone Number and Supreme Court ID Number)

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

**FOR DOMESTIC CASES - NAME, DATE OF BIRTH AND SOCIAL SECURITY NUMBER OF EACH DEPENDENT CHILD:**

(Name)

(Date of Birth)

(Social Security Number)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The requirement that Social Security numbers be included on domestic cases is mandatory, and authorized by the Supreme Court and federal law. On non-domestic cases, the Social Security number is not mandatory. The number is used for purposes of identification and may be disclosed as permitted by law. This form is not considered to be a public record.

IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS

\_\_\_\_\_  
Plaintiff

Case No. \_\_\_\_\_

vs.

\_\_\_\_\_  
Defendant

**PERSONAL SERVICE ONLY**

Address:

**SUMMONS AND NOTICE OF HEARING FOR PROTECTION ORDER**

To the above-named defendant:

You are notified that the attached petition for protection was filed against you in this court and that the court  **has entered** the attached temporary orders, or  **has not entered** temporary orders against you.

A hearing on this matter has been scheduled on:

Date: \_\_\_\_\_, 20\_\_\_\_

Time: \_\_\_\_\_  a.m.  p.m.

Place: \_\_\_\_\_.

If you do not attend the hearing, final orders may be issued against you. You may appear and cross-examine the plaintiff's witnesses and present evidence as to why the orders sought should not be granted. You may file an answer or counter-petition but are not required to do so. You have the right to appear with or without an attorney.

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

\_\_\_\_\_  
Clerk of the District Court/Deputy

IN THE DISTRICT COURT OF \_\_\_\_\_ COUNTY, KANSAS

\_\_\_\_\_  
Plaintiff

Case No. \_\_\_\_\_

vs.

\_\_\_\_\_  
Defendant

**RETURN OF SERVICE OF SUMMONS**

I certify under penalty of perjury that I have served this summons and notice of hearing:

By personally delivering on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_:\_\_\_\_\_  
 a.m.  p.m., a copy of the summons and a copy of the petition and temporary orders (if any)  
to the above named defendant.

All done in \_\_\_\_\_ County, Kansas.

I certify under penalty of perjury that I was not able to personally serve this summons and notice of hearing.

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

\_\_\_\_\_  
Sheriff/Deputy

IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS

\_\_\_\_\_, Plaintiff

vs.

Case No. \_\_\_\_\_

\_\_\_\_\_, Defendant

**UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)  
AFFIDAVIT  
(K.S.A. 60-3101 *et seq.*)**

I, (*full legal name*) \_\_\_\_\_, of lawful age, being first duly sworn, certify that the following statements are true:

1. The names and dates of birth of the children now under eighteen years of age and subject to this proceeding are:

- a. \_\_\_\_\_ (child's name), was born in \_\_\_\_\_ (month) \_\_\_\_\_ (year).
- b. \_\_\_\_\_ (child's name), was born in \_\_\_\_\_ (month) \_\_\_\_\_ (year).
- c. \_\_\_\_\_ (child's name), was born in \_\_\_\_\_ (month) \_\_\_\_\_ (year).
- d. \_\_\_\_\_ (child's name), was born in \_\_\_\_\_ (month) \_\_\_\_\_ (year).

2. The child(ren) now live with: \_\_\_\_\_ (name of adult)  
at \_\_\_\_\_ (Street address),  
\_\_\_\_\_ (city), \_\_\_\_\_ (state) and have lived at this  
place since \_\_\_\_\_ (date).

**\*If you are the petitioner and have requested that the court keep your address confidential pursuant to K.S.A. 60-3104(e), you should write "confidential" in any space that would require you to enter the address where you are currently living.**



3. All the children lived together at the following addresses with the adults listed during the past five years. If the children lived at different addresses from each other, complete this information for each child separately using the spaces provided on page four. Make additional copies of page four as needed.

From Date	Until Date	City, State	Name and Relationship of Adult(s) Living with Child, and Adult(s) Present Address

**\*If you are the petitioner and have requested that the court keep your address confidential pursuant to K.S.A. 60-3104(e), you should write “confidential” in any space that would require you to enter the address where you are currently living.**

4. I  have  have not been involved in a court case involving the custody or visitation of the child(ren). The following court cases are on file about the child(ren):

Type of Case	Court, City and State	Case Number	Last Order Date

5. I  have  do not have information concerning ANY OTHER proceeding that could affect the current proceeding, including but not limited to proceedings for enforcement and proceedings relating to domestic violence, protective orders, termination of parental rights and adoption. The following court cases are on file and could affect the current proceedings:

Type of Case	Court, City and State	Case Number	Last Order Date

6. The following named persons not a party to this proceeding have physical custody or claim to have custody or visitation rights with respect to any child subject to this proceeding:  None

Name	Address, City and State	Check the box that applies
		<input type="checkbox"/> Has Physical Custody <input type="checkbox"/> Claims Custody Rights <input type="checkbox"/> Claims Visitation Rights
		<input type="checkbox"/> Has Physical Custody <input type="checkbox"/> Claims Custody Rights <input type="checkbox"/> Claims Visitation Rights
		<input type="checkbox"/> Has Physical Custody <input type="checkbox"/> Claims Custody Rights <input type="checkbox"/> Claims Visitation Rights
		<input type="checkbox"/> Has Physical Custody <input type="checkbox"/> Claims Custody Rights <input type="checkbox"/> Claims Visitation Rights
		<input type="checkbox"/> Has Physical Custody <input type="checkbox"/> Claims Custody Rights <input type="checkbox"/> Claims Visitation Rights

7. I acknowledge that I have a continuing duty to inform the court of proceeding(s) in this or any other state that could affect the current proceeding.

I certify under penalty of perjury under the laws of the state of Kansas that the foregoing is true and correct. Executed on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
*Plaintiff's Signature*

Name (Print): \_\_\_\_\_

(Make as many copies of this page as necessary.)

**THE FOLLOWING INFORMATION IS TRUE:**

(Child's Full Legal Name) \_\_\_\_\_, lived at the following address(es) with the adult(s) listed during the past five years:

From Date	Until Date	City, State	Name and Relationship of Adult(s) Living with Child, and Adult(s) Present Address

**\*If you are the petitioner and have requested that the court keep your address confidential pursuant to K.S.A. 60-3104(e), you should write "confidential" in any space that would require you to enter the address where you are currently living.**

**THE FOLLOWING INFORMATION IS TRUE:**

(Child's Full Legal Name) \_\_\_\_\_, lived at the following address(es) with the adult(s) listed during the past five years:

From Date	Until Date	City, State	Name and Relationship of Adult(s) Living with Child, and Adult(s) Present Address

**\*If you are the petitioner and have requested that the court keep your address confidential pursuant to K.S.A. 60-3104(e), you should write "confidential" in any space that would require you to enter the address where you are currently living.**

IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS

\_\_\_\_\_, Plaintiff

vs.

Case No. \_\_\_\_\_

\_\_\_\_\_, Defendant

**PROTECTION FROM ABUSE CONFIDENTIAL ADDRESS FORM**

(K.S.A. 60-3104(e))

NOTE: IF THE COURT FINDS THAT THE PLAINTIFF'S ADDRESS AND TELEPHONE NUMBER NEED TO REMAIN CONFIDENTIAL FOR THE PROTECTION OF THE PLAINTIFF OR THE MINOR CHILD(REN), THIS FORM WILL BE SHOWN ONLY TO AUTHORIZED COURT OR LAW ENFORCEMENT PERSONNEL AND WILL NOT BE DISCLOSED TO THE PUBLIC OR TO THE DEFENDANT. IT IS THE PLAINTIFF'S RESPONSIBILITY TO NOTIFY THE COURT OF ANY CHANGE IN ADDRESS OR TELEPHONE NUMBER.

Name of Plaintiff: \_\_\_\_\_

Confidential Address:

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

# SERVICE COVER SHEET AND NCIC INFORMATION FORM

*THIS FORM IS NOT TO BE INCLUDED IN THE PUBLIC RECORD AND SHOULD BE DESTROYED ONCE THE REQUIRED INFORMATION IS ENTERED IN THE NCIC FILE.*

This information is intended to be used by law enforcement to identify the defendant for enforcement of the order and for entry into the National Crime Information Center (NCIC) database. Please fill out the information as completely and correctly as possible, be particularly careful with the dates of birth and spelling of names. **PLEASE PRINT.**

If there is more than one person being protected by the order (i.e. children), use the second page to provide information about each protected person.

<p><b>Restrained Person/Defendant's Name:</b></p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-bottom: 10px;"></div> <p>Any other name(s) Defendant has been known by: _____</p> <p>Defendant can be found at (give all available addresses):</p> <p>Home Address: _____</p> <p>Phone number(s): _____ Times Defendant is usually there _____</p> <p>Place of employment: _____</p> <p>Phone number(s): _____ Times Defendant is usually there _____</p> <p>Other Address: _____</p> <p>Phone number(s): _____ Times Defendant is usually there _____</p>	<p><b>Restrained Person/Defendant Identifiers: (Please include all available information.)</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">SEX</td> <td style="width: 15%;">RACE</td> <td style="width: 15%;">DOB</td> <td style="width: 15%;">HT</td> <td style="width: 15%;">WT</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>HAIR</td> <td>EYES</td> <td colspan="3">SOCIAL SECURITY NUMBER</td> </tr> <tr> <td> </td> <td> </td> <td colspan="3"> </td> </tr> <tr> <td colspan="2">DRIVERS LICENSE #</td> <td>DL STATE</td> <td colspan="2">DL EXP. DATE</td> </tr> <tr> <td colspan="2"> </td> <td> </td> <td colspan="2"> </td> </tr> <tr> <td colspan="2">VEHICLE MAKE</td> <td>VEHICLE MODEL</td> <td colspan="2">VEHICLE YEAR</td> </tr> <tr> <td colspan="2"> </td> <td> </td> <td colspan="2"> </td> </tr> </table> <p>Distinguishing Features (tattoos, scars, locations frequented, etc.): Please describe: _____</p> <p>Does Defendant wear glasses? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Does Defendant own or possess any weapons? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, what kind(s)? _____</p>	SEX	RACE	DOB	HT	WT						HAIR	EYES	SOCIAL SECURITY NUMBER								DRIVERS LICENSE #		DL STATE	DL EXP. DATE							VEHICLE MAKE		VEHICLE MODEL	VEHICLE YEAR						
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DRIVERS LICENSE #		DL STATE	DL EXP. DATE																																						
VEHICLE MAKE		VEHICLE MODEL	VEHICLE YEAR																																						
<p><b>Protected Person's Name:</b></p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-bottom: 10px;"></div> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship</p> <p><input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together</p> <p><input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <div style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></div></p> <p><i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>																																								

# SERVICE COVER SHEET AND NCIC INFORMATION FORM

## Other Protected Persons Information

<p><b>Protected Person's Name:</b></p> <p><input type="text"/></p> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <input type="text"/> <i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>
<p><b>Protected Person's Name:</b></p> <p><input type="text"/></p> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <input type="text"/> <i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>
<p><b>Protected Person's Name:</b></p> <p><input type="text"/></p> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <input type="text"/> <i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>
<p><b>Protected Person's Name:</b></p> <p><input type="text"/></p> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <input type="text"/> <i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>
<p><b>Protected Person's Name:</b></p> <p><input type="text"/></p> <p>Relationship to Defendant:</p> <p><input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together or <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common</p>	<p><b>Protected Person's Identifiers:</b></p> <p>Full Date of Birth (mm/dd/yyyy) <input type="text"/> <i>(It is important to include the protected person's full date of birth)</i></p> <p>Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Race _____</p>

IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS

\_\_\_\_\_  
Plaintiff

Case No. \_\_\_\_\_

vs.

\_\_\_\_\_  
Defendant

Petition Pursuant to K.S.A. Chapter 60

**PETITION FOR PROTECTION FROM ABUSE ORDER**

(K.S.A. 60-3101 *et seq.*)

1. Plaintiff seeks an order for protection from abuse:  
(*check and fill out either a, b, or c*)

a.  **For Plaintiff Only**

(*Kansas law requires a former or current relationship which may be established by any one of the following options.*)

Plaintiff and Defendant:

- are in a dating relationship
- were formerly in a dating relationship
- reside together in the same residence
- formerly resided together in the same residence
- have a child in common

**OR**

b.  **For Plaintiff and minor child(ren)**

Plaintiff is:

- the parent of the child(ren)
- an adult who resides with the child(ren)
- the child(ren)'s court appointed legal custodian
- the child(ren)'s court-appointed legal guardian.

(*Kansas law requires a former or current relationship which may be established by any one of the following options.*)



Plaintiff and Defendant:

- are in a dating relationship
- were formerly in a dating relationship
- reside together in the same residence
- formerly resided together in the same residence
- have a child in common

The minor child(ren) and Defendant:

- reside together in the same residence
- formerly resided together in the same residence

Plaintiff asks for protection for the following minor child(ren):  
*(give full names and year of birth)*

NAME	YOB	PARENT'S NAME	PARENT'S NAME
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**OR**

**c.  Only for the minor child(ren)**

Plaintiff is:

- the parent of the child(ren)
- an adult who resides with the child(ren)
- the child(ren)'s court appointed legal custodian
- the child(ren)'s court-appointed legal guardian.

*(Kansas law requires a former or current relationship which may be established by any one of the following options.)*

Minor child(ren) and Defendant:

- are in a dating relationship
- were formerly in a dating relationship
- reside together in the same residence
- formerly resided together in the same residence
- have a child in common

Plaintiff asks for protection for the following minor child(ren):

*(give full names and year of birth)*

NAME	YOB	PARENT'S NAME	PARENT'S NAME
------	-----	---------------	---------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Defendant can be served at: *(please provide all available addresses)*

HOME: street \_\_\_\_\_ city \_\_\_\_\_  
state \_\_\_\_\_ zip code \_\_\_\_\_ phone number \_\_\_\_\_  
times when defendant is usually there \_\_\_\_\_

WORK: street \_\_\_\_\_ city \_\_\_\_\_  
state \_\_\_\_\_ zip code \_\_\_\_\_ phone number \_\_\_\_\_  
times when defendant is usually there \_\_\_\_\_

OTHER: street \_\_\_\_\_ city \_\_\_\_\_  
state \_\_\_\_\_ zip code \_\_\_\_\_ phone number \_\_\_\_\_  
times when defendant is usually there \_\_\_\_\_

3. If the defendant is a minor, a Minor Defendant Addendum is attached.

4. Plaintiff needs a protection from abuse because Defendant: *(check all that apply)*

- caused Plaintiff bodily injury or attempted to cause Plaintiff bodily injury
- placed Plaintiff in fear of imminent bodily injury by threatening Plaintiff
- caused the minor child(ren) bodily injury or attempted to cause the minor child(ren) bodily injury
- placed the minor child(ren) in fear of imminent bodily injury
- engaged in any sexual contact or attempted sexual contact with the Plaintiff without consent or when the Plaintiff was incapable of giving consent.

engaged in any sexual contact or attempted sexual contact with the minor child(ren) without consent or when the minor child(ren) was incapable of giving consent.

engaged in any of the following acts with a minor under 16 years of age who is not the spouse of Defendant: sexual intercourse or lewd fondling or touching on the person of either the minor or Defendant.

5. a. Describe why you are asking for a protection from abuse order and include specific facts or other instances where you experienced violence by Defendant or were afraid of injury or harm by Defendant, or where Defendant threatened to harm or kill you:

*(Attach more pages as needed.)*

- b. Describe any past incidents where you experienced violence by Defendant, where you were afraid of injury or harm by Defendant, or where Defendant threatened to harm or kill you:

*(Attach more pages as needed.)*

c. Have any criminal charges ever been filed based on the incidents described above (in 5a or 5b)? If yes, give name of county where case was filed and case number, if known.

6. Plaintiff requests that Plaintiff's  **address and/or**  **telephone number** remain confidential for the following reason(s): *(complete if applicable)*

*(If Plaintiff requests that Plaintiff's address remain confidential, Plaintiff must complete the Protection from Abuse Confidential Address Form and include it with this petition.)*

7. Plaintiff requests that the court issue an ex parte Temporary Order of Protection and Final Order of Protection restraining defendant from:

- abusing, molesting or interfering with the privacy or rights of the protected person(s)
- entering or coming on or around the premises or the residence of the protected person(s).

***DO NOT WRITE AN ADDRESS BELOW IF YOU WANT THE ADDRESS TO BE CONFIDENTIAL. THIS DOCUMENT WILL BE GIVEN TO THE DEFENDANT.***

Protected person's premises or residence:

\_\_\_\_\_.

Protected person's workplace: \_\_\_\_\_.

8. Plaintiff states the residence is:

- jointly owned or rented and jointly occupied by Plaintiff and Defendant
- owned or rented by Plaintiff
- owned or rented by Defendant only
- owned or rented by someone else (*explain*)

not applicable because Plaintiff and Defendant do not live together.

Plaintiff requests the court order that the defendant immediately move from and not return to the residence, and that law enforcement officers be directed to remove Defendant from the residence, located at: \_\_\_\_\_

9. Plaintiff requests that the court issue an ex parte order of temporary custody of the minor child(ren) and has attached a completed UCCJEA form.

a.  Defendant's parentage of the following child(ren) has NOT been established and Defendant has no right to custody or parenting time with the following child(ren):

b.  Defendant's parentage of the following child(ren) has been established and the Plaintiff requests the following custody and parenting time orders concerning the following child(ren):

Plaintiff requests the following orders:

i. Temporary legal custody (*decision-making*) and residency of the minor child(ren) be:

Joint legal custody (*decision-making*) between Plaintiff and Defendant until this order expires.

**OR**

Sole legal custody (*decision-making*) granted to  
 **Plaintiff**  **Defendant** until this order expires.

ii. Rights of temporary parenting time as follows:

Defendant shall have no parenting time.

**OR**

Defendant shall have supervised parenting time as follows:

**OR**

Plaintiff and Defendant shall have parenting time as described in the attached parenting plan.

iii.  Plaintiff and Defendant shall exchange the minor child(ren) for parenting time at:

10. The court should give copies of orders to the appropriate law enforcement agencies; set a date, time and hearing on this matter; and issue summons to Defendant notifying Defendant of this action and the relief requested.
11. After a hearing, the court should issue a Final Order of Protection from Abuse prohibiting Defendant from committing any acts of abuse against the protected person(s), and order the following additional relief: (*check all that apply*)
- suitable alternate housing for Plaintiff and minor child(ren)
  - custody of the minor child(ren) (*UCCJEA form completed*)
  - child support
  - support of spouse
  - possession of personal property, including pets, and the assistance of law enforcement officers in securing that property, if necessary

- attorney's fees, if represented by counsel, and costs
- counseling for Defendant
- the transfer of the rights to and billing responsibility for the wireless telephone number of  **Plaintiff and/or**  **minor child(ren)** in the care of Plaintiff
- other, please specify: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

12. a. List any current or past divorce or legal separation court cases between Plaintiff and Defendant.

County, State	Case number	Date filed, if known

County, State	Case number	Date filed, if known

b. List any current or past protection order, restraining order, or no-contact orders between Plaintiff and Defendant.

County, State	Case number	Date filed, if known

County, State	Case number	Date filed, if known

County, State	Case number	Date filed, if known

**VERIFICATION**

I verify under penalty of perjury under the laws of the state of Kansas that the foregoing is true and correct. Executed on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
*Plaintiff's Signature*

Plaintiff's Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**(DO NOT include the residential address or telephone number if Plaintiff is requesting that Plaintiff's residential address and telephone number are to remain confidential. If Plaintiff requests that Plaintiff's address and telephone number remain confidential, Plaintiff must complete the Protection from Abuse Confidential Address Form and include it with this petition.)**

\_\_\_\_\_  
Attorney representing Plaintiff (if any)

Attorney's Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_



## Self-Represented Litigant Certification Form

By signing this form, I certify that the attached filing complies with the certification requirements in the Temporary Rule for Filing in a District Court by a Self-Represented Litigant.

**I CERTIFY:** *(You must complete this section.)*

- I signed the attached filing and provided my name, address, telephone number, email address (if available), and fax number (if available).

**I ALSO CERTIFY:** *(Only complete one of the next two sections.)*

- My document does not contain prohibited personally identifiable information ("PII"). I checked my document for PII and made sure that my document meets the requirements of the Temporary Rule. It meets those requirements because:

- my document does not include any of the items listed in Supreme Court Rule 24(b). *(This list is printed on the back of this form for reference.)*
- my document is a Kansas Judicial Council form and I have only provided information that is required on the form.
- the information in my document meets an exception in Supreme Court Rule 24(c). *(This list is printed on the back of this form for reference.)*

**OR:**

- My document may contain prohibited PII, but I am asking the court to file it confidentially under seal for the following reason: *(Choose one.)*
- the court entered a prior order on \_\_\_\_\_ that seals this document.
- the document I am filing now asks the court to issue an order to seal a different document that is not yet filed *(describe the document without using PII):* \_\_\_\_\_
- the document I am filing now asks the court to seal a document that is already filed in this case *(describe the document without using PII):* \_\_\_\_\_

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

Signature: \_\_\_\_\_

Name of Party: \_\_\_\_\_

## Personally Identifiable Information – Supreme Court Rule 24(b)

- (1) the name of a minor who is not a named party in a case and, if applicable, the name of a person whose identity could reveal the name of a minor who is not a named party in a case;
- (2) the name of an alleged victim of a sex crime;
- (3) the name of a petitioner in a protection from abuse case;
- (4) the name of a petitioner in a protection from stalking, sexual assault, or human trafficking case;
- (5) the name of a juror or venire member;
- (6) a person's date of birth except for the year;
- (7) any portion of the following:
  - (A) an email address except when required by statute or rule;
  - (B) a computer username, password, or PIN; and
  - (C) a DNA profile or other biometric information;
- (8) the following numbers except for the last four digits:
  - (A) a Social Security number;
  - (B) a financial account number, including a bank, credit card, and debit card account;
  - (C) a taxpayer identification number (TIN);
  - (D) an employee identification number;
  - (E) a driver's license or nondriver's identification number;
  - (F) a passport number;
  - (G) a brokerage account number;
  - (H) an insurance policy account number;
  - (I) a loan account number;
  - (J) a customer account number;
  - (K) a patient or health care number;
  - (L) a student identification number; and
  - (M) a vehicle identification number (VIN);
- (9) any information identified as personally identifiable information by court order; and
- (10) the physical address of an individual's residence.

## Exceptions – Supreme Court Rule 24(c)

- (1) an account number that identifies the property alleged to be the subject of a proceeding;
- (2) the name of an emancipated minor;
- (3) information used by the court for case maintenance purposes that is not accessible by the public;
- (4) information a party's attorney or a self-represented litigant reasonably believes is necessary or material to an issue before the court;
- (5) the first name, initials, or pseudonym of any person identified in Rule 24(j)(2)(A) to (j)(2)(E);
- (6) any information required to be included by statute or rule; and
- (7) any information in a transcript.

**NOTE:** Supreme Court Rule 24 includes multiple comments that explain the rule's requirements and exceptions. The summary above is provided for reference, but you should read the rule with comments to fully understand the rule. You will find the full rule here:

<https://www.kscourts.org/KSCourts/media/KsCourts/Rules/Rule-24.pdf>



IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS

\_\_\_\_\_  
Plaintiff

Case No. \_\_\_\_\_

vs.

\_\_\_\_\_  
Defendant

**INTERPRETER REQUEST NOTICE – PROTECTION ORDER HEARING**

Name of person(s) needing the interpreter:

Is the interpreter needed because you are deaf, hard of hearing, or speech impaired?

Is the interpreter needed because English is not your primary language?

Please select the foreign language that is your primary language:

Email address:

Phone Number:

IN THE DISTRICT COURT OF SEDGWICK COUNTY, KANSAS  
 Protection from Abuse (K.S.A. 60-3101 *et seq.*)

**Temporary Order of Protection from Abuse**

Judge or Division:	<b>Case Number:</b> Court ORI Number:																				
Plaintiff:  <div style="border: 1px solid black; width: 250px; height: 20px; margin-bottom: 10px;"></div> Relationship to Defendant: <input type="checkbox"/> are or <input type="checkbox"/> have been in a dating relationship <input type="checkbox"/> reside together <input type="checkbox"/> formerly resided together <input type="checkbox"/> have a child in common <input type="checkbox"/> Plaintiff is filing on behalf of a minor child  <b>vs.</b>	Plaintiff Identifiers:  Year of Birth <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block; vertical-align: middle;"></div>  Sex: _____																				
Defendant:  <div style="border: 1px solid black; width: 250px; height: 20px; margin-bottom: 10px;"></div> Address _____ _____ _____	Defendant Identifiers: <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 15%;">SEX</td> <td style="width: 15%;">RACE</td> <td style="width: 15%;">YOB</td> <td style="width: 15%;">HT</td> <td style="width: 15%;">WT</td> </tr> <tr> <td>HAIR</td> <td>EYES</td> <td colspan="3">LAST 4 DIGITS OF SSN (IF KNOWN)</td> </tr> <tr> <td colspan="2">DRIVERS LICENSE #</td> <td>DL STATE</td> <td colspan="2">DL EXP. DATE</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	SEX	RACE	YOB	HT	WT	HAIR	EYES	LAST 4 DIGITS OF SSN (IF KNOWN)			DRIVERS LICENSE #		DL STATE	DL EXP. DATE						
SEX	RACE	YOB	HT	WT																	
HAIR	EYES	LAST 4 DIGITS OF SSN (IF KNOWN)																			
DRIVERS LICENSE #		DL STATE	DL EXP. DATE																		

**Protected Person(s):** *(Only the party, or parties, initialed by the judge are Protected Person(s).)*

\_\_\_\_\_ Plaintiff, \_\_\_\_\_ *(name of plaintiff)*

\_\_\_\_\_ The following child(ren):

Child's Name	Sex	Child's Year of Birth

**This order and its terms are directed at and apply to Defendant only.**

**THIS TEMPORARY ORDER SHALL REMAIN IN EFFECT UNTIL  
SERVICE OF THE FINAL ORDER OR UNTIL TERMINATED BY ORDER  
OF THE COURT.**

**ONLY THE COURT CAN CHANGE THIS ORDER.**

**The Court Finds:** *(Only the provision(s) initialed by the judge apply.)*

\_\_\_\_\_ Plaintiff filed a written verified petition on \_\_\_\_\_, 20\_\_\_\_ requesting a Temporary Order of Protection from Abuse.

\_\_\_\_\_ Plaintiff has shown the statutorily required relationship between Plaintiff and minor child(ren).

\_\_\_\_\_ This court has jurisdiction over Plaintiff, Defendant and subject matter.

\_\_\_\_\_ This court has child custody jurisdiction because  it is home state,  there is no home state and Kansas has significant connections with the child(ren),  temporary emergency jurisdiction,  other: \_\_\_\_\_

\_\_\_\_\_ Plaintiff has established good cause for the court to issue a temporary order of protection from abuse.

\_\_\_\_\_ A hearing has been set for \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_: \_\_\_\_  a.m.  p.m., at \_\_\_\_\_ (Court) and summons has been issued.

\_\_\_\_\_ Plaintiff's  address and  telephone number shall remain confidential for the protection of the Protected Person(s).

**Order**

**The Court Orders:**

- Defendant shall not abuse, molest, or interfere with the privacy or rights of the Protected Person(s) wherever they may be. This includes, but is not limited to, utilizing any electronic tracking system or acquiring tracking information to determine the Protected Person's location, movement, or travel patterns. [ NCIC 01 & 02 ]
- Defendant shall not use, attempt to use, or threaten to use physical force, that would reasonably be expected to cause bodily injury, against the Protected Person(s). [ NCIC 01 & 02 ]
- Defendant shall not contact the Protected Person(s), either directly or indirectly, including in person, by phone, text or email message, any social media, or in any other way or manner, except as authorized by the court in Paragraph 3(b) of this order. [ NCIC 04 & 05 ]

- Defendant shall not direct or request another to contact the Protected Person(s), either directly or indirectly, including in person, by phone, text or email message, any social media, or in any other way or manner, except as authorized by the court in Paragraph 3(b) of this order. [ NCIC 04 & 05 ]
- Defendant shall not enter or come on or around the premises, the residence or workplace where the Protected Person(s) resides, stays or works. [ NCIC 04 ]
- Law enforcement officers are directed to grant any assistance necessary to protect the Protected Person(s) from abuse by Defendant, and to provide any other assistance necessary to enforce these orders, including the order excluding Defendant from the Protected Person(s) place of residence, wherever it may be. [ NCIC 08 ]

**CERTIFICATE OF COMPLIANCE WITH THE VIOLENCE AGAINST WOMEN ACT (VAWA):** This Order meets all the requirements of the Violence Against Women Act, 18 U.S.C. § 2265. This Court has jurisdiction of the parties and the subject matter; Defendant has been afforded notice and a timely opportunity to be heard as provided by the laws of Kansas. This Order is enforceable in all 50 states, the District of Columbia, all Indian tribal courts and all United States territories and shall be enforced as if it were an order of that jurisdiction pursuant to 18 U.S.C. § 2265.

**Additional terms of this order are set forth below. (Only the provision(s) initialed by the judge apply.)**

**Housing and Property:**

\_\_\_\_\_ 1. Plaintiff is granted exclusive possession of the residence located at: \_\_\_\_\_ . [ NCIC 03 ]

If the plaintiff is granted exclusive possession of the residence, Defendant shall immediately move from the residence and may take only personal clothing and effects until further order of the court. Law enforcement officials are directed to remove Defendant from the residence, and to ensure that Defendant does not enter or re-enter the premises or any other residence the plaintiff may occupy.

\_\_\_\_\_ 2. Defendant shall not cancel utilities to the residence. The terms of this paragraph expire 60 days from this order’s date of entry. [ NCIC 08 ]

**Parentage and Custody:**

3. For this paragraph, the court shall initial subparagraph (a) **OR** subparagraph (b), but not both.

\_\_\_\_\_ a. Defendant’s parentage of the child(ren) **has not** been established through a marriage of the parties or pursuant to the Kansas Parentage Act, K.S.A. 23-2201 *et seq.*, and Defendant has no right to custody or parenting time with the following named child(ren):

[ NCIC 09 ]

**OR**

\_\_\_\_\_ b. Defendant's parentage of the child(ren) **has been** established through the marriage of the parties or pursuant to the Kansas Parentage Act, K.S.A. 23-2201 *et seq.*, and the following custody and parenting time orders are entered:

i. Temporary legal custody and residency of the following named minor child(ren):

\_\_\_\_\_ shall be:

Joint legal custody between the plaintiff and defendant until this order expires; [ NCIC 06 ]

**OR**

Sole legal custody granted to  Plaintiff [ NCIC 09 ]  Defendant [ NCIC 06 ] until this order expires.

The parent who does not have sole legal custody shall not have access to information regarding the child(ren) because:

*(K.S.A. 23-3206)*

ii. Rights of temporary parenting time shall be as follows:

Defendant shall have no parenting time; [ NCIC 09 ]

Defendant shall have supervised parenting time as follows:

[ NCIC 06 & 08 ]

Plaintiff and Defendant shall have parenting time as follows:

[ NCIC 06 & 08 ]

iii.  Plaintiff and Defendant shall exchange the minor child(ren) for parenting time at:

[ NCIC 08 ]

\_\_\_\_\_ 4. Law Enforcement shall assist Plaintiff in obtaining physical custody of the minor child(ren).

**SO ORDERED:**

\_\_\_\_\_   
Date

\_\_\_\_\_   
Judge of the District Court

**WARNINGS TO DEFENDANT**

- **This order is effective when signed by the judge. Law enforcement officials shall immediately enforce this order.**
  - **Violation of this order may constitute: violation of a protective order as provided in K.S.A. 21-5924, and amendments thereto; assault as provided in K.S.A. 21-5412(a), and amendments thereto; battery as provided in K.S.A. 21-5413(a), and amendments thereto; and domestic battery as provided in K.S.A. 21-5414, and amendments thereto, and may result in prosecution and conviction under Kansas criminal statutes.**
  - **If possession of the residence is granted to the plaintiff, violation of this order by Defendant constitutes criminal trespass pursuant to K.S.A. 21-5808(a)(1)(C), and amendments thereto, and may result in prosecution and conviction under Kansas criminal statutes.**
  - **Violation of this order may also be punishable as contempt of this court.**
  - **If Defendant has a concealed carry license, that license is subject to revocation pursuant to K.S.A. 75-7c07, and amendments thereto. After a defendant's concealed carry license has been revoked, continuing to carry a concealed weapon may constitute a violation of K.S.A. 21-6302, and amendments thereto.**
- Violation of this order may subject Defendant to prosecution for such federal crimes, including but not limited to: Interstate travel to commit domestic violence; Interstate stalking; and Interstate violation of a protection order.**

**Notice of Extension of this Temporary Order  
(Pursuant to K.S.A. 60-3106)**

If a hearing on the petition for protection is continued, the court may extend this Temporary Order of Protection from Abuse for additional periods of time as it deems necessary.

**Notice of Default  
(Pursuant to K.S.A. 60-255)**

If you fail to appear at the hearing, a default order may be entered against you and this Temporary Order of Protection from Abuse may turn into a Final Protection from Abuse without further notice to you.