

How is the order enforced?

- If you are in immediate danger, call 911.
- If you believe the order has been violated, contact the police department where the violation occurred

How to change/dismiss an HRO

- File the appropriate motion paperwork to change/dismiss your order
- Civil motion fees apply
- In most cases, the motion does not modify the order in any way until the court hearing.
- Appear at a court appearance (approximately two weeks from the date you file the paperwork)

What if I move?

- Submit a Notice of Change of Address form to the Domestic Abuse/Harassment office with any change in address
- Your address can be confidential pending a Judge or Referee's approval
- If the Domestic Abuse/Harassment Office is properly notified by the petitioner of an address change, the court clerks will forward a copy of the current order to the appropriate law enforcement agency

Ramsey County Phone Numbers:
Sheriff Civil Process Unit: 651-266-9330
Law Enforcement Center: 651-266-9350
County Attorney: 651-266-3222
St. Paul City Attorney: 651-266-8740
Adult Probation/Parole: 651-266-2300
Child Protection: 651-266-4500
Adult Protection: 651-266-2300
Family Court: 651-266-2842
Criminal Court: 651-266-8180
City/County Information: 651-266-8500

Other Phone Numbers:
Minnesota Help: 651-291-0211
Dispute Resolution Center:
651-292-7791

Ramsey County Domestic Abuse and Harassment Office

Juvenile and Family Justice Center
25 West Seventh Street Room 122
Saint Paul, MN 55102
651-266-5130
651-266-5140 (Fax)

Office Hours: Monday-Friday 8:00am-4:30pm

This information and more:
<http://www.mncourts.gov/district/2>
Interpreters may be available upon request

Ramsey County Harassment

**How to obtain a
Harassment Restraining
Order
&
Understanding the pro-
cess that follows**

Petitioner=the person filing the request for an order

Respondent=the person the order is against

What is a Harassment Restraining Order?

A Harassment Restraining Order (HRO) is a civil court order that sets conditions on a Respondent if a Judicial Officer finds that the Respondent has committed acts of harassment against the Petitioner. The conditions may include, but are not limited to: no harassment, no contact, stay away from residence/employment.

Harassment Restraining Orders are usually issued for 2 years.

How to qualify for a HRO **(According to Minn. Stat. § 609.748)**

Harassment is defined as:

- Single incident of physical or sexual assault
- Repeated incidents of intrusive or unwanted acts, words or gestures that have a substantial adverse effect or are intended to have a substantial adverse effect on the safety, security or privacy of another, regardless of the relationship between petitioner and the alleged harasser
- Targeted residential picketing
- A pattern of attending public events after being notified that one's presence is harassing to another

Filing in Ramsey County

To file in Ramsey County, one of the following must apply:

- Petitioner or Respondent lives in Ramsey County; or
- Alleged harassment occurred in Ramsey County

Civil filing fee applies

- Fees may be waived by a judicial officer
- You may fill out an application to request a fee waiver based on income level. Verification of income or the lack of income is required when submitting a request to have the fees waived.

How to obtain an HRO

The primary function of the Ramsey County Domestic Abuse/Harassment Office is to provide clerical assistance with the writing and filing of a petition for an Order for Protection (OFP) and/or Harassment Restraining Order (HRO) in Ramsey County.

What is the court process to file a request for a HRO in Ramsey County?

- Walk-ins only (first come first served);
- Court clerks cannot provide legal advice;

What to bring:

- Current information about the Respondent/s, including: name, birth date, and addresses where the Respondent is likely to be found.
- Proof of income if asking for fees to be waived
- You may prepare a statement containing the details of your allegations of harassment by the Respondent/s (include dates).

When you arrive at our office:

- Check-in at front desk and the clerk will provide you with the necessary paperwork;
- Turn in paperwork as soon as it's completed;
- A clerk will draft a Petition for the Harassment Restraining Order and review this document with you;
- A clerk will bring the paperwork to be reviewed by the judicial officer (usually same day);
- The clerk will give you the results of the judicial officer's decision;
- The clerk will provide you copies and information;
- The clerk will forward copies to the appropriate law enforcement for enforcement and service upon the Respondent

Is a court hearing necessary?

In the following circumstances a hearing may be held:

- The Petitioner requests a hearing
- The Judicial Officer orders a hearing
- The Respondent requests a hearing

How is the order served?

- If an address is provided, the court will forward a copy to the county sheriff's department where the respondent may be found
- Personal service must be made by a law enforcement officer
- If personal service upon the respondent is not successful, HROs may also be served by a published notice and mail at the petitioner's request

The court hearing

- Mediators may be available, parties may be directed to mediation
- The parties should bring a copy of their order and Petition/Affidavit and any witnesses or evidence to court with them
- An attorney will not be appointed, but either party may hire their own private attorney
- The judicial officer may ask the Petitioner if s/he still wants the Order
- The judicial officer may ask the Respondent how s/he would like to respond to the issuance of a Harassment Restraining Order
- If the Respondent requests an evidentiary hearing (trial) and there is not sufficient time to conduct a trial or if the Respondent was not served with enough notice, the judicial officer may continue the case to another date.
- If there is a trial, the judicial officer will hear the case and either issue an order or dismiss it. If the order is issued, all or some of the requested relief may be granted.