

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 OFP

- File the appropriate motion paperwork to change/dismiss your order
- 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)

How to extend an OFP

- File the appropriate paperwork for to request an extension.
- It is preferred that the request is filed at least two weeks before the order expires
- The statute allows the order to be extended if the:
 - Respondent violated a prior or existing Order for Protection;
 - Petitioner is in reasonable fear of physical harm from the respondent;
 - Respondent has engaged in acts of harassment or stalking; or
 - Respondent is incarcerated and about to be released, or has recently been released from incarceration.
- A hearing is required

What if I move?

- Submit a Notice of Change of Address form to the Domestic Abuse/Harassment office with any change in address
- Petitioner's address will remain confidential upon the petitioner's request
- 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:

Bridges to Safety: 651-266-9901
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
Minnesota Domestic Violence Hotline:
866-223-1111
National Domestic Abuse Hotline:
1-800-799-SAFE (7233)
Communication Services for the Deaf:
651-297-6700 Voice/TTY
Southern MN Regional Legal Services:
651-222-4731
FamilyWise: 612-617-0191

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 Domestic Abuse

**How to obtain an Order
for Protection
&
Understanding the pro-
cess that follows**

Petitioner=the person filing the request for an order

Respondent=the person the order is against

What is an Order for Protection?

An Order for Protection (OFP) is a civil court order that sets conditions on a Respondent if a Judicial Officer finds that the Respondent has committed acts of domestic abuse against the Petitioner. The conditions may include, but are not limited to: no harm, no contact, exclusion from residence/employment, custody/parenting time, financial support, classes/treatment for Respondent. Orders for Protection are usually in effect for two years.

How to qualify for an OFP

(According to Minn. Stat. § 518B.01)

Domestic Abuse is defined as:

- Physical harm, bodily injury or assault;
- Fear of imminent harm, bodily injury or assault;
- Terroristic threats;
- Criminal sexual conduct;
- Interference with an emergency call

if committed against a family or household member, which is defined as:

- Spouse or former spouse;
- Live or have lived together;
- Child in common (born or in utero);
- Related by blood;
- Parents and children;
- Significant romantic or sexual relationship

Filing in Ramsey County

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

- Petitioner or Respondent live in Ramsey County;
- Pending or completed family court action involving parties in Ramsey County;
- Alleged abuse occurred in Ramsey County

The civil filing fee is waived for Orders for Protection.

How to obtain an OFP

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 an OFP in Ramsey County?

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

What to bring:

- Current information about the Respondent, including: name, birth date, and addresses where the Respondent is likely to be found.
- You may prepare a statement containing the details of your allegations of domestic abuse by the Respondent (include dates).

When you arrive at our office:

- Check-in at the 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 Order for Protection 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 requires a hearing
- Certain relief requested requires a court hearing
- The respondent may request a hearing within 5 days of service

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, the Petitioner must request service of the order to be made by alternate means. If this is not requested the order may expire after two weeks of being issued

The court hearing

- 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 an Order for Protection
- 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.