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JOURNAL eCOURT PO DOCUMENTS

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Initial Documents

No.	Document Title	Comment On Use
469900	Ex Parte Denial Order	Ex parte initial review. Petition denied because no legal basis to issue order. Petitioner may file amended petition. A judge to review case again after 14 days. See 469905.
469905	Ex Parte Dismissal Order With Prejudice	Ex parte review after 14 days. Still no legal basis to issue order. Case dismissed with prejudice because dismissal decision based on the merits of the petition.
469907	Ex Parte Order Finding Prima Facie Allegations And Hearing Notice (Temporary Not Requested) (Service Required)	<p>Rare. Use when –</p> <p>(1) Petitioner <u>does not request</u> a temporary order; <u>and</u></p> <p>(2) Prima facie allegations exist justifying a full hearing.</p> <p>Use Ex Parte Denial Order (469900) instead if prima facie allegations do not exist.</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days. Clerk must enter next court date before document generated.</p> <p><u>Do not</u> generate Ex Parte Temporary Order To Surrender And Prohibit Weapons (Service Required) (469920) because ex parte temporary protection order (469910) not entered.</p>
469910	Ex Parte Temporary Protection Order And Hearing Notice (Service Required)	<p>Ex parte initial review and temporary granted.</p> <p>Also must generate Ex Parte Temporary Order To Surrender And Prohibit Weapons (Service Required) (469920).</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days. Clerk must enter next court date before document generated.</p>

No.	Document Title	Comment On Use
469915	Temporary Protection Order And Hearing Notice (Replacement)	<p>Rare. Use when –</p> <p>(1)(a) Respondent appears at hearing and parties agree to extend temporary order to negotiate case; <u>or</u></p> <p>(1)(b) Respondent not served but petitioner wants terms changed; <u>and</u></p> <p>(2) Must also generate Temporary Order To Surrender And Prohibit Weapons (Replacement) (469925).</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days <u>unless</u> parties agree to a longer date. Clerk must enter next court date before document generated.</p>
469920	Ex Parte Temporary Order To Surrender And Prohibit Weapons (Service Required)	<p>Ex parte. Weapons order mandatory when temporary order entered (469910).</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days. Clerk must enter next court date before document generated.</p>
469925	Temporary Order To Surrender And Prohibit Weapons (Replacement)	<p>Rare. Replacement weapons order mandatory when replacement temporary order entered (469915).</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days <u>unless</u> parties agree to a longer date. Clerk must enter next court date before document generated.</p>

Respondent FTA (Not Served) Documents

No.	Document Title	Comment On Use
469930	Reissue Of Temporary Protection And Weapons Orders And Notice Of Hearing (Service Required)	<p>Respondent does not appear. Use when –</p> <p>(1) Respondent does not appear; <u>and</u></p> <p>(2)(a) Respondent not served; <u>or</u></p> <p>(2)(b) Untimely service (service shall be not less than 5 judicial days before hearing, RCW 7.105.165(1)).</p> <p>If petitioner wants to change terms of temporary order, generate a replacement temporary order (469915) <u>and</u> replacement weapons order (469925) <u>instead</u> of 469930.</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days, then within <u>6 weeks</u> if respondent still not served by the 14 day hearing. 14 day time frame may be extended for good cause. RCW 7.105.200(3)). Clerk must enter next court date before document generated.</p> <p>May also need to generate electronic service (469940), service by mail (469943), or service by publication (469946).</p> <p><u>Publication Ordered (469946) (Hearing Date)</u> – Clerk schedule hearing within 30 days (not 14 days). 30 day time frame for publication may be extended by judge for good cause. RCW 7.105.200(3).</p>
469940	Order To Allow Electronic Service By Law Enforcement	<p>Use when –</p> <p>(1) Reissue order (469930) entered; <u>and</u></p> <p>(2) Personal service is required; <u>and</u></p> <p>(3) 2 unsuccessful attempts at personal service have been made by LE. RCW 7.105.150(1)(a)(iii), (1)(b).</p>

No.	Document Title	Comment On Use
469943	Order To Allow Service By Mail	<p>Use when –</p> <p>(1) Reissue order (469930) entered; <u>and</u></p> <p>(2)(a) Personal service is required; <u>and</u></p> <p>(2)(b) 2 unsuccessful attempts at personal service have been made by LE; <u>and</u></p> <p>(2)(c) Electronic service not possible; <u>or</u></p> <p>(3)(a) Personal service not required; <u>and</u></p> <p>(3)(b) 2 unsuccessful attempts at personal or electronic service. RCW 7.105.150(1)(c).</p>
469946	Order To Allow Service By Publication	<p>Use when –</p> <p>(1) Reissue order (469930) entered; <u>and</u></p> <p>(2)(a) All other means of service have been unsuccessful; <u>or</u></p> <p>(2)(b) All other means of service are not possible due to lack of any known physical or electronic address of respondent. RCW 7.105.150(1)(d).</p> <p><u>Hearing Date</u> – Clerk schedule hearing within 30 days (not 14). 30 day time frame may be extended by judge for good cause. RCW 7.105.200(3).</p>

Preliminary Full Hearing Documents

No.	Document Title	Comment On Use
469950	Order Finding Compliance – Temporary Weapons Surrender Order	<p>Court <u>must</u> address temporary weapons order compliance <u>before</u> proceeding to the full hearing.</p> <p>Use when –</p> <p>(1) Respondent <u>served</u> with temporary weapons order; <u>and</u></p> <p>(2) Respondent <u>in compliance</u> with temporary weapons order.</p> <p><u>Do Not Schedule</u> another compliance hearing on a temporary weapons order.</p> <p><u>Court Policy</u> – Hold <u>only one</u> compliance hearing on temporary weapons orders which is held before the full hearing commences.</p>
469952	Order Finding Noncompliance – Temporary Weapons Surrender Order	<p>Court <u>must</u> address temporary weapons order compliance <u>before</u> proceeding to the full hearing.</p> <p>Use when –</p> <p>(1) Respondent <u>served</u> with temporary weapons order; <u>and</u></p> <p>(2) Respondent <u>not in compliance</u> with temporary weapons order.</p> <p><u>Do Not Schedule</u> another compliance hearing on a temporary weapons order.</p> <p><u>Court Policy</u> – Hold <u>only one</u> compliance hearing on temporary weapons order which is held before the full hearing commences.</p> <p><u>Clerk</u> – Do <u>not</u> generate Weapons Surrender Noncompliance Letter (470095) when respondent not in compliance with <u>temporary</u> weapons order.</p>

No.	Document Title	Comment On Use
469956	Order Transferring Case To Superior Court	<p>Mandatory when any of the transfer reasons in RCW 7.105.050(1)(a) through (1)(e) are present –</p> <p>(a) <u>SC Exercise Jurisdiction</u>. A superior court has exercised or is exercising jurisdiction over a proceeding involving the parties; <u>or</u></p> <p>(b) <u>Respondent’s Minor Child</u>. The action would have the effect of interfering with a respondent’s care, control, or custody of the respondent’s minor child; <u>or</u></p> <p>(c) <u>Real Property</u>. The action would affect the use or enjoyment of real property for which the respondent has a cognizable claim or would exclude a party from a shared dwelling; <u>or</u></p> <p>(d) <u>Party Under 18</u>. The petitioner, victim, or respondent to the petition is under 18 years of age; <u>or</u></p> <p>(e) <u>Unable To Verify Orders</u>. The district court is unable to verify whether there are potentially conflicting or related orders involving the parties as required by RCW 7.105.105 (provisions governing all petitioners) or 7.105.555 (JIS review).</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days. Clerk must enter next court date before document generated.</p>
469958	Order Denying Motion To Transfer Case To Superior Court	<p>Use when none of the transfer reasons in RCW 7.105.050(1)(a) through (1)(e) are applicable.</p>
469960	Order Realigning Parties	<p>Use in antiharassment or domestic violence case where the parties should be realigned pursuant to RCW 7.105.210.</p> <p>A new Temporary Protection Order (469910) and Temporary Weapons Order (469920) must also be generated, but only <u>after</u> the clerk has realigned the parties in Journal.</p>

Full Hearing – PO Denied

No.	Document Title	Comment On Use
470000	Denial And Dismissal Order With Prejudice	<p>Use when –</p> <ul style="list-style-type: none"> (1) Petitioner present; <u>and</u> (2) Full hearing conducted; <u>and</u> (3) Petitioner does not meet burden of proof. <p>Case dismissed with prejudice because dismissal decision based on the merits of the petition.</p> <p><u>See Section 4F.</u> The Court “must notify the petitioner verbally of the procedures and timelines for filing a motion for reconsideration.” RCW 7.105.362(2).</p> <p><u>Court Policy – Order Extending Weapons Order.</u> Court will <u>not</u> extend weapons order. To do so after a full hearing would be “manifestly unjust”. RCW 7.105.362(3).</p> <p><u>Hearing on Merits Not Conducted.</u> Do not generate. <u>Instead,</u> generate Dismissal Order Without Prejudice (470001).</p>
470001	Dismissal Order Without Prejudice	<p>Use when –</p> <ul style="list-style-type: none"> (1) Petitioner fails to appear at full hearing; <u>or</u> (2) Petitioner appears and requests dismissal; <u>or</u> (3) Respondent cannot be served. <p>Case dismissed without prejudice because dismissal decision is not based on the merits of the petition.</p> <p>Use Denial And Dismissal Order With Prejudice (470000) <u>instead</u> when petitioner does not meet burden of proof after a full hearing.</p>

PO Denied – Petitioner Motion For Reconsideration

CAUTION. A petitioner’s Motion for Reconsideration (450220) in response to denial order 470000 must be reviewed ex parte by a judge before a hearing may be scheduled.

No.	Document Title	Comment On Use
470002	Ex Parte Order Denying Petitioner’s Motion For Reconsideration	<p>Use when –</p> <p>(1) Petitioner files a Motion for Reconsideration (450220) in response to denial order (470000); <u>and</u></p> <p>(2) There is no reason in fact and law to grant the reconsideration motion. CRLJ 59(b).</p> <p><u>Caution</u> – All civil motions for reconsideration are initially reviewed ex parte prior to a hearing being set pursuant to LCRLJ 59.1.</p>
470004	Ex Parte Order Setting Hearing On Petitioner’s Motion For Reconsideration (Service Required)	<p>Extremely rare.</p> <p><u>Hearing</u> – Clerk schedule hearing within 30 days. Clerk must enter next court date before document generated.</p>
470006	Order Denying Petitioner’s Motion For Reconsideration	<p>Use when –</p> <p>(1) Hearing on petitioner’s Motion for Reconsideration ordered (470004); <u>and</u></p> <p>(2) Petitioner appears; <u>and</u></p> <p>(3) Petitioner does not prove grounds under CRLJ 59(a). <u>Petitioner FTA. Do not use</u> if petitioner FTAs at hearing. Instead, strike the hearing.</p> <p><u>Respondent Not Served and Does Not Appear.</u> Either –</p> <p>(a) Enter another 470004 if petitioner requests; <u>or</u></p> <p>(b) Strike hearing if petitioner wants to withdraw motion <u>or</u> Judge decides unlikely respondent will be served with motion.</p>

No.	Document Title	Comment On Use
470008	Order Granting Petitioner's Motion For Reconsideration	<p>Use when –</p> <p>(1) Hearing on petitioner's Motion for Reconsideration ordered (470004); <u>and</u></p> <p>(2) Petitioner appears; <u>and</u></p> <p>(3) Respondent served; <u>and</u></p> <p>(4) Petitioner proves grounds under CRLJ 59(a); <u>and</u></p> <p><u>If Respondent appears</u>, also generate –</p> <p>(5)(a) Protection Order (Service Not Required) (470020); <u>and</u></p> <p>(5)(b) Order To Surrender And Prohibit Weapons (Service Not Required) (470060); <u>or</u></p> <p><u>If Respondent is served but FTAs</u>, also generate –</p> <p>(6)(a) Protection Order (Service Required) (470040); <u>and</u></p> <p>(6)(b) Order To Surrender And Prohibit Weapons (Service Required) (470065).</p>

Full Hearing – PO Granted

No.	Document Title	Comment On Use
470020	Protection Order (Service Not Required)	<p>Use when –</p> <p>(1) Respondent appears at full hearing (including when respondent appears but leaves before Order entered); <u>or</u></p> <p>(2) (a) Respondent served but FTAs at full hearing; <u>and</u></p> <p>(2)(b) Material terms of full order have not changed from those in the temporary order. RCW 7.105.150(4); <u>and</u></p> <p>(3) Generate Order To Surrender And Prohibit Weapons (470060 or 470065).</p>
470030	Protection Order (Replacement) (Service Not Required)	<p>Motion to modify protection order granted (petitioner or respondent) (470100; 470160). Use when –</p> <p>(1) Respondent appears at hearing; <u>and</u></p> <p>(2) Terms of the protection order are modified.</p> <p>If length of Protection Order modified, also generate Order To Surrender And Prohibit Weapons (Service Not Required) (470060).</p> <p>If respondent served with motion to modify <u>but FTAs, instead</u> generate Protection Order (Replacement) (Service Required) (470050).</p>
470040	Protection Order (Service Required)	<p>Rare. Use when –</p> <p>(1) Respondent served but FTAs at full hearing; <u>and</u></p> <p>(2) Material terms of the full order have changed from those contained in the temporary order. RCW 7.105.150(4).</p> <p>If length of Protection Order modified, also generate Order To Surrender And Prohibit Weapons (Service Required) (470065).</p>

No.	Document Title	Comment On Use
470050	Protection Order (Replacement) (Service Required)	<p>Motion to modify protection order granted (petitioner) (470100). Use when –</p> <p>(1) Respondent had notice of petitioner’s request to modify terms of protection order but FTAs at hearing; <u>and</u></p> <p>(2) Previous protection order terms modified.</p> <p>If length of Protection Order modified, also generate Order To Surrender And Prohibit Weapons (Service Required) (470065).</p>

Full Hearing – Weapons Order Granted

No.	Document Title	Comment On Use
470060	Order To Surrender And Prohibit Weapons (Service Not Required)	<p>Full weapons order. Use when – (1) Respondent appears at full hearing; <u>and</u> (2) Protection Order is entered.</p> <p>If respondent <u>in compliance</u> with temporary weapons order, a weapons review hearing is generally not necessary because respondent already found in compliance (assuming Judge already generated Order Finding <u>Compliance</u> – Temporary Weapons Surrender Order (469950)).</p> <p>If respondent <u>not in compliance</u> with temporary weapons order, have clerk schedule a weapons review hearing on the full weapons order (assuming Judge already generated Order Finding <u>Noncompliance</u> – Temporary Weapons Surrender Order (469952)).</p> <p><u>Review – Weapons Surrender Hearing</u> – If respondent not in compliance, clerk schedule compliance review hearing within 14 days. Clerk generates Notice Of Court Date (Service Not Required) (455021).</p>

No.	Document Title	Comment On Use
470065	Order To Surrender And Prohibit Weapons (Service Required)	<p>Full weapons order. Use when –</p> <p>(1) Respondent FTAs at full hearing; <u>and</u></p> <p>(2) Protection Order entered.</p> <p><u>Hearing</u> – Clerk schedule hearing within <u>6 weeks</u>. Clerk must enter next court date before document generated.</p> <p><u>Court Policy</u> – Set hearing 6 weeks out so that there is enough time to successfully serve respondent <u>and</u> avoid having to repeatedly continue compliance hearing every 14 days until service occurs or cannot be made.</p> <p>14 day time frame may be extended for good cause. RCW 7.105.200(3)).</p>

Full Weapons Order Compliance Documents

No.	Document Title	Comment On Use
470070	Order Finding Respondent Not Served – Weapons Surrender Order	<p>Use at the full weapons compliance hearing when respondent has <u>not been served</u> with the weapons order.</p> <p><u>Do Not Schedule</u> another compliance hearing on a full weapons order.</p> <p><u>Court Policy</u> – Hold <u>only one</u> compliance hearing on full weapons orders.</p>
470080	Order Finding Compliance – Weapons Surrender Order	<p>Use when respondent <u>in compliance</u> with full weapons order.</p>
470090	Order Finding Noncompliance – Weapons Surrender Order	<p>Use when –</p> <p>(1) Respondent <u>served</u> with full weapons order; and</p> <p>(2) Respondent <u>not in compliance</u> with full weapons order.</p> <p><u>Clerk</u> – Generate Weapons Surrender Noncompliance Letter (470095) when this document (470090) is generated.</p> <p><u>Court Policy</u> – Hold <u>only one</u> compliance hearing on full weapons order. Do not schedule another compliance hearing.</p> <p><u>Respondent Not Served</u>. If respondent not served with weapons order, <u>instead</u> generate Order Finding Respondent Not Served – Weapons Surrender Order (470070).</p> <p><u>Very rare – Continue Compliance Hearing</u>. Respondent appears at full hearing and judge agrees to continue compliance hearing one final time.</p> <p><u>Hearing</u> – If Judge continues compliance hearing, clerk schedule weapons review hearing to the date the judge selects. Clerk to generate a Notice Of Court Date (Service Not Required) (455021).</p>

No.	Document Title	Comment On Use
470095	Weapons Surrender Noncompliance Letter	<p><u>Clerk</u> to generate when Order Finding Noncompliance – Weapons Surrender Order (470090) entered.</p> <p><u>Clerk</u> – Do <u>not</u> generate this document (470095) when respondent not in compliance with <u>temporary</u> weapons order. The weapons letter (470095) is only generated when respondent found not in compliance on <u>full</u> weapons order (470090).</p>

Modify Or Terminate Documents – Petitioner

No.	Document Title	Comment On Use
470100	Order Granting Petitioner’s Motion To Modify Protection Order	<p>Use when –</p> <p>(1) Petitioner files motion to modify/terminate (450610); <u>and</u></p> <p>(2) Respondent served with motion and hearing notice; <u>and</u></p> <p>(3) Judge grants motion; <u>and</u></p> <p>(4)(a) Also generate – Protection Order (Replacement) (Service Not Required) (470030) if respondent present, <u>or</u></p> <p>(4)(b) Protection Order (Replacement) (Service Required) (470050) if respondent <u>not</u> present.</p> <p><u>Rare</u>. If the length of the protection order is changed, also generate –</p> <p>(5)(a) Order To Surrender And Prohibit Weapons (Service Not Require) (470060) if respondent present, <u>or</u></p> <p>(5)(b) Order To Surrender And Prohibit Weapons (Service Required) (470065) if respondent <u>not</u> present; <u>and</u></p> <p>(6) After generation, stamp “Replacement Order” at the top of the weapons order; <u>and</u></p> <p>(7) Enter “ – Replacement Order” in the Additional Info field on the “Update Document” screen on the weapons order.</p>
470110	Order Terminating Protection And Weapons Orders – Petitioner’s Motion	<p>Use when petitioner’s motion to terminate is granted.</p> <p>Order may be entered if respondent not served or is served but FTAs at the motion hearing.</p>
470120	Order Denying Petitioner’s Motion To Modify Or Terminate Protection Order	<p>Very rare. Use when petitioner’s motion to modify or terminate is denied.</p>

Modify Or Terminate Documents – Respondent

CAUTION. All respondent motions to modify or terminate a protection or renewal order must be reviewed ex parte by a judge before a hearing may be scheduled.

No.	Document Title	Comment On Use
470130	<u>Ex Parte</u> Denial Of Respondent’s Motion To Modify Or Terminate Protection Order	Respondent must prove ex parte a substantial change in circumstances under RCW 7.105.500 before a hearing on a motion to modify or terminate may be scheduled. No further hearings scheduled on respondent’s motion.
470140	<u>Ex Parte</u> Order Finding Adequate Cause And Hearing Notice	Rare. Use when respondent establishes adequate cause to modify or terminate a protection order under RCW 7.105.500. Use 470130 instead if respondent does not meet their burden. <u>Hearing</u> – Clerk schedule hearing within 30 days. Clerk must enter next court date before document generated.
470150	Order Denying Respondent’s Motion To Modify Or Terminate Protection Order	Use at respondent’s motion hearing when 470140 is entered but respondent fails to prove a substantial change in circumstances on the merits under RCW 7.105.500.

No.	Document Title	Comment On Use
470160	Order Granting Respondent's Motion To Modify Protection Order	<p>Exceptionally rare. Use when respondent proves substantial change in circumstances under RCW 7.105.500.</p> <p>Also generate –</p> <p>(1) Protection Order (Replacement) (Service Not Required) (470030), <u>and</u></p> <p>(2) If the length of the protection order is changed, also generate Order To Surrender And Prohibit Weapons (Service Not Require) (470060) <u>and</u></p> <p>(3) After generation, stamp “Replacement Order” at the top of the weapons order; <u>and</u></p> <p>(4) Enter “ – Replacement Order” in the Additional Info field on the “Update Document” screen on the weapons order.</p>
470170	Order Terminating Protection And Weapons Orders – Respondent's Motion	Exceptionally rare. Use when respondent proves substantial change in circumstances under RCW 7.105.500.

Renewal Documents

No.	Document Title	Comment On Use
470180	Ex Parte Order Setting Hearing On Renewal Motion And Extending Orders If Necessary (Service Required)	<p>Use when –</p> <p>(1) Petitioner files a motion for renewal. The renewal motion must be filed within 90 days before the order expires; <u>or</u></p> <p>(2) Respondent not served with 470180 <u>and</u> does not appear at hearing.</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days, then within <u>6 weeks</u> if respondent still not served by the 14 day hearing. Clerk must enter next court date before document generated. 14 day time frame may be extended for good cause. RCW 7.105.200(3)).</p>
470185	Order Continuing Hearing On Renewal Motion And Extending Orders If Necessary (Service Not Required)	<p>Use when –</p> <p>(1) Respondent appears at hearing; <u>and</u></p> <p>(2) Renewal hearing is continued on either party’s motion.</p> <p><u>Hearing</u> – Schedule hearing to the date the judge decides. The hearing date may be longer than 14 days. Clerk must enter next court date before document generated.</p>
470190	Order Renewing Protection And Weapons Orders – Terms Not Changed (Service Required)	<p>Use when –</p> <p>(1) Respondent served with ex parte renewal hearing notice (470180); <u>and</u></p> <p>(2) Respondent FTAs at hearing; <u>and</u></p> <p>(3) The terms of the Protection Order are not changed except for length.</p>

No.	Document Title	Comment On Use
470192	Order Renewing Protection And Weapons Orders – Terms Not Changed (Service Not Required)	Use when – (1) Respondent appears at hearing; <u>and</u> (2) The terms of the Protection Order are not changed except for length.
470194	Order Renewing Protection And Weapons Orders – Terms Changed (Service Required)	Use when – (1) Respondent served with hearing notice (470180); <u>and</u> (2) Respondent FTAs at hearing; <u>and</u> (3) The terms of the Protection Order are changed; <u>and</u> Also generate – (4) Protection Order (Replacement) (Service Required) (470050); <u>and</u> (5) Order To Surrender And Prohibit Weapons (Service Required) (470065); <u>and</u> (6) After generation, stamp “Replacement Order” at the top of the weapons order; <u>and</u> (7) Enter “ – Replacement Order” in the Additional Info field on the “Update Document” screen on the weapons order.

No.	Document Title	Comment On Use
470196	Order Renewing Protection And Weapons Orders – Terms Changed (Service Not Required)	Use when – (1) Respondent appears at hearing; <u>and</u> (2) The terms of the Protection Order are changed; <u>and</u> Also generate – (3) Protection Order (Replacement) (Service Not Required) (470030); <u>and</u> (4) Order To Surrender And Prohibit Weapons (Service Not Required) (470060); <u>and</u> (5) After generation, stamp “Replacement Order” at the top of the weapons order; <u>and</u> (6) Enter “ – Replacement Order” in the Additional Info field on the “Update Document” screen on the weapons order.
470198	Order Denying Motion To Renew Protection Order	Exceptionally rare. Use when respondent proves substantial change in circumstances under RCW 7.105.405.

Weapons Release Documents

No.	Document Title	Comment On Use
470200	Order To Release Weapons And Concealed Pistol Licenses	Use when – (1) Respondent appears at hearing; <u>and</u> (2) The Order To Surrender And Prohibit Weapons has expired or been terminated. <u>Do Not Use</u> if respondent FTAs at hearing. Instead, strike the hearing.
470210	Order Denying Motion To Release Weapons And Concealed Pistol Licenses	Use when – (1) Respondent appears at hearing; <u>and</u> (2) The Order To Surrender And Prohibit Weapons remains in effect. <u>Do Not Use</u> if respondent FTAs at hearing. Instead, strike the hearing.

Contempt Documents

CAUTION. All motions for a contempt hearing (Order To Show Cause) must be reviewed ex parte by a judge before a hearing may be scheduled.

No.	Document Title	Comment On Use
470220	Ex Parte Order To Go To Court For Contempt Hearing (Order To Show Cause) (Service Required)	<p>Use when petitioner, prosecutor, or law enforcement seeks a show cause hearing for respondent's noncompliance with protection order and/or weapons order.</p> <p><u>Hearing</u> – Clerk schedule hearing within 14 days, then within <u>6 weeks</u> if respondent still not served by the 14 day show cause hearing. Clerk must enter next court date before document generated.</p> <p>14 day time frame may be extended for good cause. RCW 7.105.200(3)).</p> <p><u>Court policy.</u> Court <u>will not sua sponte</u> initiate contempt proceedings.</p>
470230	Ex Parte Order Denying Show Cause Hearing	Extremely rare.
470235	Order Striking Contempt Hearing	Use to strike show cause hearing.
470240	Appointment Of Counsel – Civil Contempt	<p>Judge or clerk may generate document. Use when –</p> <p>(1) Moving party seeks jail as a contempt sanction; <u>and</u></p> <p>(2) Respondent screens for counsel and is found indigent.</p> <p>Clerk must enter next court date before document generated.</p>

No.	Document Title	Comment On Use
470243	Order Continuing Contempt Hearing (Service Not Required)	<p>Use when –</p> <p>(1) Respondent appears at show cause hearing; <u>and</u></p> <p>(2) A motion to continue is granted.</p> <p><u>Hearing</u> – Schedule hearing to the date the judge decides. The hearing date may be longer than 14 days. Clerk must enter next court date before document generated.</p> <p>Generate another show cause order (470220) <u>instead</u> if respondent <u>not served</u> with 470220.</p>
470246	Arrest Warrant Package – Civil Contempt (Order And Warrant)	<p>Use <u>only</u> when –</p> <p>(1) Respondent served with show cause order (470220); <u>and</u></p> <p>(2) Respondent FTAs at the show cause hearing; <u>and</u></p> <p>(3) Petitioner, prosecutor, or law enforcement seeks a civil contempt arrest warrant.</p> <p><u>Court policy</u>. Court <u>will not sua sponte</u> order a civil contempt arrest warrant. If warrant not requested by petitioner, prosecutor, or law enforcement, the Court will take no additional action on contempt motion.</p> <p><u>Pro Tems</u> – If possible, discuss this document with a judge in advance prior to generating the arrest warrant package.</p>

No.	Document Title	Comment On Use
470250	Contempt Hearing Order – Respondent In Contempt	<p>Use when –</p> <p>(1) Respondent present at the contempt hearing; <u>and</u></p> <p>(2) Respondent found in contempt</p> <p><u>Contempt Review Hearing</u> – Typically a contempt review hearing is scheduled, especially if respondent ordered to jail. If respondent taken into custody, schedule a <u>short set</u> hearing. If respondent ordered to serve jail but not taken into custody, schedule review <u>before</u> report to jail date. Schedule hearing to the date the judge decides. Clerk to generate Notice Of Court Date (Service Not Required).</p> <p><u>Contempt Continued</u>. If contempt hearing continued, do not generate this order. <u>Instead</u>, clerk to generate Notice Of Court Date (Service Not Required) (455021).</p>
470260	Contempt Hearing Order – Respondent Not In Contempt	<p>Use when respondent –</p> <p>(1) Not in contempt; <u>or</u></p> <p>(2) Failed to obey but has lawful excuse; <u>or</u></p> <p>(3) Failed to obey but lacks power to comply.</p>

Other Protection Order Documents – Judge

No.	Document Title	Comment On Use
470270	Order (Blank)	<p>Use when no other Journal document suffices.</p> <p>(1) After the blank order is generated, make sure to type the complete title of the order in the “<u>Additional Info</u>” field on the “<u>Update Document</u>” screen so that the full title of the order rather than “Order (Blank)” will appear on the Summary screen.</p> <p>(2) Best practice is to type a space, two dashes, and a space before typing the full title of the order.</p> <p>Ex. “ – Order Denying Respondent’s Motion For Continuance”</p> <p>The document will appear on the Summary screen as – “Order (Blank) – Order Denying Respondent’s Motion For Continuance”</p> <p>Note – This document is public through the ePortal.</p>
470280	Communication From Court	<p>Use when judge wants to add a short note to the file rather than a blank order.</p> <p>After generating document type the complete title of the document in the “Additional Info” field. See Order (Blank) above regarding “Additional Info” field.</p> <p>Ex. “Communication From Court – No More Respondent Continuances”</p> <p>Note – This document is public through the ePortal.</p>

Other Protection Order Documents – Clerk

CAUTION. Most hearing notices are included in the document generated by the judge.
Use these Notice Of Court Date documents only when a court date is not included in another document.

No.	Document Title	Comment On Use
455020	Notice Of Court Date (Service Required)	Use when service on respondent required.
455021	Notice Of Court Date (Service Not Required)	Use when service on respondent not required.
455022	Notice Of Court Date – Weapons Surrender Review (Service Required)	Use when service of weapons surrender compliance hearing notice on respondent required.
455023	Notice Of Court Date – Weapons Surrender Review (Service Not Required)	Use when service of weapons surrender compliance hearing notice on respondent not required.
455024	Notice Of Court Date – Respondent Motion	Use when respondent wants to note up a motion hearing.
470290	Address Cover Sheet – Petitioner	Use when a petitioner envelope address is needed.
470295	Address Cover Sheet – Respondent	Use when a respondent envelope address is needed.