

# Orders of Protection Procedures

## Common Pleas Court, Lake County, OH

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You may obtain a PETITION on the CLERK OF COURTS WEBSITE [www.lakecountyohio.gov/coc](http://www.lakecountyohio.gov/coc) (Select Downloads) or in person during normal business hours. We are open Monday through Friday with the exception of holidays from 8:00 a.m. to 4:30p.m.

There are three types of petitions available:

- Civil Stalking Protection Order – form 10.03 - G
- Civil Sexually Oriented Offense Protection Order – form 10.03- G
- Domestic Violence Protection Order – form 10.01 – A

Each has its own requirements. Please review the Ohio Revised Code Sections (ORC) to determine which petition pertains to your situation. Civil Stalking and Civil Sexually Oriented Offense Protection Orders are governed by the ORC 2903.214 and Domestic Violence by ORC 3113.31.

Civil Stalking and Civil Sexually Oriented Petitioners must reside in Lake County. Domestic Violence Petitioners may file anywhere within the State.

**It is not necessary to secure the services of an attorney and no deposit is required.**

Your completed petition will need to be notarized by a notary public because you are swearing that the information you are providing is accurate and truthful. If you are unable to locate a Notary to witness your signature, Notaries are available at the Courthouse. Photo identification is required by every notary public.

It is recommended that you file the paperwork as early in the day as possible, so the paperwork can be processed and your case heard. If a protection order

is granted, the other party will be notified that they have been named as a respondent.

Upon completion of the petition, you will be directed to a magistrate or a Judge to hear your side (ex parte) and a determination will be made. If a protection order is granted, a court date will be set for a hearing in approximately 7-10 days when both parties are present.

Your order is not in effect until it is officially received by the other party. **Therefore, it is essential to the process that you have an address at which the other party can be found.** If the Protection order is granted, the other party will need to be notified of the court order (served) by the Sheriff's office.

Addresses will also be needed for **your** residence, place of employment and any other location where "protected" individuals may regularly visit, for example childcare facilities.

If there is an existing case at the Municipal level which may reach the Common Pleas Court, it is strongly encouraged that you consult with a County Prosecutor's Victim Advocate before filing your petition. They are located near the County Courthouse in Painesville and can be reached at 440.350.2691.

Any case filed in our Court is public record and can be obtained in person. We have blocked online access to these cases in order to comply with federal law.

My office can be reached with questions at 440.350.2657

Sincerely,

Maureen G. Kelly

Lake County Clerk of Courts