



**MEMORANDUM**

**TO:** Judicial and Legal Community

**FROM:** Wendy Lamar, Sr. Legal Analyst  
AOC, Legal Services and Appellate Court Support  
Court Services Division (CSD)

**DATE:** March 2022

**RE:** Summary of Changes for Protection Order Forms

These updates to the temporary protection order and protection order forms are based on RCW 7.105.150 and comments received.

The changes are described in Table 1 below.

Form	Updates to Existing Forms Proposed Changes
<b>SA 2.015 Temporary Sexual Assault Protection Order and Notice of Hearing</b>	<p>Removed “personally” from the “serve the respondent” language:</p> <p>[ ] The clerk of the court shall also electronically forward a copy of the summons, if applicable, petition, and temporary order on or before the next judicial day to _____</p> <p>[ ] County Sheriff’s Office [ ] Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>serve the respondent with a copy of the summons, if applicable, petition, and temporary order and shall promptly complete and return to this court proof of service.</p> <p>To:</p> <p>serve the respondent and shall promptly complete and return to this court proof of service. The service packet shall include a copy of the summons, if applicable, petition, temporary order, notice of hearing, any supporting declarations or other materials, and any temporary order to surrender and prohibit weapons.</p> <p>Added:</p>

	<p><input type="checkbox"/> Service by mail is permitted by separate order. The clerk of the court shall prepare a service packet for petitioner.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p>
<p><b>DV 2.015          Temporary Order          for Protection          and Notice of          Hearing</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also electronically forward a copy of this order on or before the next judicial day to _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>serve the respondent with a copy of this order and shall promptly complete and return to this court proof of service.</p> <p>To:</p> <p>serve the respondent and shall promptly complete and return to this court proof of service. The service packet shall include a copy of the summons, if applicable, petition, temporary order, notice of hearing, any supporting declarations or other materials, and any temporary order to surrender and prohibit weapons.</p> <p>Added:</p> <p><input type="checkbox"/> Service by mail is permitted by separate order. The clerk of the court shall prepare a service packet for petitioner.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p>

<p><b>WPF UH 03.0200          Temporary          Protection Order          and Notice of          Hearing -          Harassment</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also electronically forward a copy of the summons, if applicable, petition, and temporary order on or before the next judicial day to _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>serve the respondent with a copy of this order and shall promptly complete and return to this court proof of service.</p> <p>To:</p> <p>serve the respondent and shall promptly complete and return to this court proof of service. The service packet shall include a copy of the summons, if applicable, temporary order, petition, notice of hearing, any supporting declarations or other materials, and any temporary order to surrender and prohibit weapons.”</p> <p>Added:</p> <p><input type="checkbox"/> Service by mail is permitted by separate order. The clerk of the court shall prepare a service packet for petitioner.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p>
<p><b>ST 03.0200          Temporary          Protection Order          and Notice of          Hearing -          Stalking</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also electronically forward a copy of this order, and any order to surrender and prohibit weapons, on or before the next judicial day to _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p>

	<p>The list of documents to be served changed from:</p> <p>serve the respondent with a copy of this order and shall promptly complete and return to this court proof of service.</p> <p>To:</p> <p>serve the respondent and shall promptly complete and return to this court proof of service. The service packet shall include a copy of the summons, if applicable, petition, temporary order, notice of hearing, any supporting declarations or other materials, and any temporary order to surrender and prohibit weapons.</p> <p>Added:</p> <p><input type="checkbox"/> Service by mail is permitted by separate order. The clerk of the court shall prepare a service packet for petitioner.</p> <p>Added:</p>
<p><b>UH-04.0500          Order for          Protection          (Harassment)</b></p>	<p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p> <p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also electronically forward a copy of this order, and any order to surrender and prohibit weapons, on or before the next judicial day to: _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department, <b>where Respondent lives</b> which shall serve the Respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>Serve the Respondent with a copy of this order</p> <p>To:</p> <p>The service packet shall include a copy of this order and any order to surrender and prohibit weapons.</p> <p>Added:</p>

	<p><input type="checkbox"/> Service by mail is permitted by separate order. The clerk of the court shall prepare a service packet for petitioner.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p>
<p><b>ST 04.0500 Order for Protection - Stalking</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also electronically forward a copy of this order, and any order to surrender and prohibit weapons, on or before the next judicial day to: _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department, <b>where Respondent lives</b> which shall serve the Respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>Serve the Respondent with a copy of this order</p> <p>To:</p> <p>The service packet shall include a copy of this order and any order to surrender and prohibit weapons.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p>
<p><b>SA 3.015 Sexual Assault Protection Order</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also forward a copy of this order on or before the next judicial day to _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p>

	<p>The list of documents to be served changed from:</p> <p>Serve the Respondent with a copy of this order</p> <p>To:</p> <p>The service packet shall include a copy of this order and any order to surrender and prohibit weapons.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p> <hr/>
<p><b>DV 3.015 Order for Protection</b></p>	<p>Removed “personally” from the “serve the respondent” language:</p> <p><input type="checkbox"/> The clerk of the court shall also forward a copy of this order on or before the next judicial day to _____</p> <p><input type="checkbox"/> County Sheriff’s Office <input type="checkbox"/> Police Department <b>where Respondent lives</b> which shall serve the respondent and shall promptly complete and return to this court proof of service.</p> <p>The list of documents to be served changed from:</p> <p>Serve the respondent with a copy of this order</p> <p>To:</p> <p>The service packet shall include a copy of this order and any order to surrender and prohibit weapons.</p> <p>Added:</p> <hr/> <p><b>Important!</b> Protected Person, if you ask for it, you have the right to be notified if the restrained person gets their surrendered firearms back. You must contact the law enforcement agency that has the firearms to ask for this notice. The Proof of Surrender in the court file should say which law enforcement agency has the firearms. RCW 9.41.340.</p> <hr/>