

**Everyone  
has a right  
to be**

**PERSONAL  
SAFE!**



*"This project was supported by Office for Victims of Crime, U.S. Department of Justice. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."*

**PROTECTION  
ORDERS**

# PERSONAL PROTECTION ORDER (PPO)

- A Court order prohibiting conduct
- A *tool* to help protect victims of domestic violence and stalking
- A person/victim obtaining a PPO is called the petitioner
- The person/offender the PPO is against is called the respondent
- A PPO prohibits an offender from:
  - Assaulting, attacking, beating, molesting, or wounding you
  - Entering your property
  - Threatening to kill or physically harm you
  - Removing children from you unless authorized by the court in writing
  - Having access to location information in records concerning any minor child you have with the offender
  - Interfering at your place of employment
  - Interfering with your efforts to remove your children or personal property
  - Stalking conduct, such as personal contact, telephoning, following
  - Purchasing or possessing a firearm
  - Any other act or conduct prohibited by the court in the PPO.

# TWO TYPES OF PERSONAL PROTECTION ORDERS

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## DOMESTIC

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To obtain a Domestic PPO you **must establish** one of the following relationships:

- Current spouse
- Former spouse
- Have a child in common
- Live or lived in the same household
- Has or had a dating relationship

## STALKING

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To obtain a Stalking PPO you **must establish** that the offender has committed two or more intentional acts of un-wanted contact that caused you and would cause a reasonable person to feel either:

- terrorized
- frightened
- intimidated
- threatened
- harassed
- molested



## HOW TO OBTAIN A PPO

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- You will need to go to the Coleman A. Young Municipal Center (City County Building) Room LL-57, located at Woodward and Jefferson, downtown Detroit
- Ask for the PPO forms

## FILLING OUT THE FORMS

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- Advocates can assist you if you need help.
- *Fill out the forms completely*
- Write clearly, use a ballpoint pen, press down hard to make good clear copies.
- Take completed forms to Records Dept., Room LL-61, for a Prior Record Check where they will be stamped.
- Take the stamped forms to the Wayne County Clerk's Office on the 2<sup>nd</sup> floor.
- When you enter the Clerk's Office go to the counter with the APPEALS sign and wait your turn.
- The Clerk will take your forms and then return the forms along with labels.
- You must attach the labels on the top right-hand corner of each form where it says Case Number.
- Unless otherwise directed, take your forms to Courtroom 1801 on the 18th floor.
- When you enter the Courtroom, check in with the Court Clerk.
- Take a seat in the Courtroom until your name is called.
- The Judge or the Court Clerk may ask you questions on why you feel it necessary to get a PPO.

## IMPORTANCE OF YOUR PPO COPIES

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- **BLUE COPIES:** to be served on the person you had the PPO issued against
- **PINK COPIES: ARE YOUR COPIES**  
*Keep a copy with you at all times and the case number assigned to the PPO*
- **YELLOW & GOLD COPIES:** to be returned by mail (self-addressed envelope provided) once you receive proof that the person whom you had the PPO issued against has been served with the PPO
- **GREEN & WHITE COPIES:** are kept by the Court.

## ONCE THE PPO IS SIGNED

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- It is effective immediately
- It is necessary for the named person to be served with the blue copies of the PPO
- *The police cannot make an arrest for violation of a PPO unless the named person has been served*

## METHODS OF PPO SERVICE

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- Wayne County Sheriff's Department:  
*recommended and preferred*
- Process Server:  
*recommended and preferred*
- Third Party Adult
- Registered or certified mail

# WHAT TO DO WHEN YOUR PPO IS VIOLATED

- Call 911. In Detroit, if violator is not present call telephone reporting at 311 or (313) 267-4600 to make a report.
- Give police the *correct* address and telephone number where you are staying.
- If the violator is arrested, an arraignment will be held within 24 hours (*you do not have to attend*).
- A bond will be set and a hearing date scheduled.
- You need to attend the hearing.

If you cannot attend the hearing, you **must** notify the Prosecutor's Office at (313) 224-5940 or leave a message at (313) 224-5857.

- If the violator is not arrested but you want to proceed with a violation, you may file a Show Cause Motion forms are available at:

Coleman A. Young Municipal Center  
(City County Building)  
Room LL-57

*Advocates will assist you and explain the procedures that follow*

**IF YOU HAVE QUESTIONS ABOUT  
PERSONAL PROTECTION ORDERS  
CALL THE WAYNE COUNTY CLERK  
(313) 224-6292**