



Spokane County Superior Court: Your Domestic Violence Protection Order during COVID-19

To apply for a DVPO or renewal of such order in Superior Court in person:

- Fill out all paperwork before going to court.
 - Ex parte courtroom is now open from **9 .a.m. – 12 p.m. and 1:30-4:00 p.m. Monday – Friday.**
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- ❖ Have patience. It may be slow and crowded.
 - ❖ The court will only consider emergency motions after 3 p.m.
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- In the courtroom, follow the posted directions. Generally, you must leave **all** your completed forms in a box on the table in the middle of the courtroom. The clerk will give them to the commissioner.
 - The clerk may not give the commissioner the paperwork if you are missing forms or the forms are not completed. The clerk probably will not provide the forms you are missing.
 - The commissioner will review the paperwork. She may take the bench to ask you questions to decide if she should grant the temporary order.
 - If she decides there is a basis (reason) for the order, she will set (schedule) the matter for a hearing time and phone number to call. **You must call the court at the time of the hearing. If you do not, the petition will be dismissed.**
 - Go to the court clerk's office to get a certified copy of the temporary protection order.

You can also apply for a DVPO or renewal of such order in Superior Court electronically:

❖ Lawyers have had problems with this process. You should try to walk your paperwork in, if possible. Use this option only if you feel you don't have a choice.

- Fill out all paperwork. Email the completed forms to CommissionerOrders@spokanecounty.org
- The subject line must say Ex Parte with your last name, the other party's last name, and the case number if you already have one.
- In your email, give a phone number and a time you are available to speak to the court. The court may call you back instead of emailing. Make sure you pick up the phone! The court's number always starts with 509-477-XXXX.
- The court may sign your petition and email the signed order to you without calling. The court will only call if the commissioner has questions about your petition.
- If you do not fully complete the forms you email to the court, the court may deny the petition. The court probably will not contact you to complete the forms.
- When the court emails your signed order, you will get a hearing time and phone number to call. You must call the court at the time of the hearing. If you do not, the petition will be dismissed.
- The court will file the signed order, but may not file the petition and documents you emailed them. You should ask when you get the order. If the court does not file the documents, you must mail hard copies to Spokane County Superior Court Clerk's Office, 1116 W. Broadway, Rm. 300, Spokane WA 99260.

If you need legal help:

Call Northwest Justice Project's Spokane office at 509-324-9128 or email them at SpokaneDSteam@nwjustice.org



Washington
LawHelp

www.WashingtonLawHelp.org

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If you need a protection order against an intimate partner, call the YWCA Spokane's Legal Department 509-570-4338 or email them at ywcalegal@ywcaspokane.org

If you need a protection order against a non-intimate partner (like a roommate or another member of your household or family), call Lutheran Community Services at (509) 747-8224.

This publication provides general information concerning your rights and responsibilities. It is not intended as a substitute for specific legal advice.

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