



# Petition for a Court Order of Protection - Child

**JACKSON**

County, Missouri Circuit Court  
(County where court is located. City of Saint Louis is considered a county.)

Use this form to ask for a court Order of Protection on behalf of a child (person under 17 years of age unless otherwise emancipated) who has been a victim of child abuse, sexual assault, or stalking. The Petitioner must be a parent, guardian, guardian ad litem, a court appointed special advocate, or a juvenile officer. Learn more: <https://www.courts.mo.gov/page.jsp?id=383>. This form can be used for two to five children. **Do not include the name of each child on this form. Include the name(s) on the Confidential Redacted Filing Information Sheet.**

Case Number \_\_\_\_\_  
(Will be assigned by the court when case is filed)

\_\_\_\_\_  
(Your Name)  
Petitioner,

You are the **Petitioner**. The Petitioner is the person who starts a court case.

I am the

- parent or guardian of the children.
- guardian ad litem for the children.
- court appointed special advocate for the children.
- juvenile officer.

### Children needing protection:

**Protected Child One Initials Only:** \_\_\_\_\_

Age: \_\_\_\_\_ Sex:  F  M Race: \_\_\_\_\_

**Protected Child Two Initials Only:** \_\_\_\_\_

Age: \_\_\_\_\_ Sex:  F  M Race: \_\_\_\_\_

**Protected Child Three Initials Only:** \_\_\_\_\_

Age: \_\_\_\_\_ Sex:  F  M Race: \_\_\_\_\_

**Protected Child Four Initials Only:** \_\_\_\_\_

Age: \_\_\_\_\_ Sex:  F  M Race: \_\_\_\_\_

**Protected Child Five Initials Only:** \_\_\_\_\_

Age: \_\_\_\_\_ Sex:  F  M Race: \_\_\_\_\_

And

\_\_\_\_\_  
Respondent.

The **Respondent** is the person the children need protection from.

## A. Information about the people involved in this case

### Information about the protected children.



The person the children need protection from will get a copy of this form.

#### Child One

Relationship to Respondent:

- child  
 step-child or former step-child  
 parent is unmarried, intimate residing/resided with Respondent  
 other (specify): \_\_\_\_\_

#### Respondent is

- a household member who is residing with the child.  
 a household member who resided with the child in the past.  
 an emancipated child who is residing with the child.  
 an emancipated child who resided with the child in the past.  
 stalking the child.  
 sexually assaulting the child.

This happened at \_\_\_\_\_ (address),  
\_\_\_\_\_ (city), Missouri, in the County of \_\_\_\_\_.

The family home of the child is: (check the boxes that apply)

- owned     leased     rented

By:     Respondent     Petitioner     Other (name) \_\_\_\_\_.

Occupied by: (include name only if different from above) \_\_\_\_\_.

Respondent has knowingly and intentionally: (check all boxes that apply)

- caused or attempted to cause physical harm to the child  
 placed or attempted to place the child in apprehension of immediate physical harm  
 coerced the child  
 stalked the child  
 harassed the child  
 sexually assaulted the child  
 unlawfully imprisoned the child  
 followed the child from place to place  
 abused the child's pet(s)  
 threatened to do any of the above

Please describe in detail what happened:

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An immediate and present danger of domestic violence, stalking, or sexual assault to the child exists because (describe): \_\_\_\_\_

**Child Two**

Relationship to Respondent:

- child
- step-child or former step-child
- parent is unmarried, intimate residing/resided with Respondent
- other (specify): \_\_\_\_\_

**Respondent is**

- a household member who is residing with the child.
- a household member who resided with the child in the past.
- an emancipated child who is residing with the child.
- an emancipated child who resided with the child in the past.
- stalking the child.
- sexually assaulting the child.

This happened at \_\_\_\_\_ (address),  
\_\_\_\_\_ (city), Missouri, in the County of \_\_\_\_\_.

The family home of the child is: (check the boxes that apply)

- owned     leased     rented

By:     Respondent     Petitioner     Other (name) \_\_\_\_\_.

Occupied by: (include name only if different from above) \_\_\_\_\_.

Respondent has knowingly and intentionally: (check all boxes that apply)

- caused or attempted to cause physical harm to the child
- placed or attempted to place the child in apprehension of immediate physical harm
- coerced the child
- stalked the child
- harassed the child
- sexually assaulted the child
- unlawfully imprisoned the child
- followed the child from place to place
- abused the child's pet(s)
- threatened to do any of the above

Please describe in detail what happened:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

An immediate and present danger of domestic violence, stalking, or sexual assault to the child exists because (describe): \_\_\_\_\_

**Child Three**

Relationship to Respondent:

- child
- step-child or former step-child
- parent is unmarried, intimate residing/resided with Respondent
- other (specify): \_\_\_\_\_

**Respondent is**

- a household member who is residing with the child.
- a household member who resided with the child in the past.
- an emancipated child who is residing with the child.
- an emancipated child who resided with the child in the past.
- stalking the child.
- sexually assaulting the child.

This happened at \_\_\_\_\_ (address),  
\_\_\_\_\_ (city), Missouri, in the County of \_\_\_\_\_.

The family home of the child is: (check the boxes that apply)

- owned     leased     rented

By:     Respondent     Petitioner     Other (name) \_\_\_\_\_.

Occupied by: (include name only if different from above) \_\_\_\_\_.

Respondent has knowingly and intentionally: (check all boxes that apply)

- caused or attempted to cause physical harm to the child
- placed or attempted to place the child in apprehension of immediate physical harm
- coerced the child
- stalked the child
- harassed the child
- sexually assaulted the child
- unlawfully imprisoned the child
- followed the child from place to place
- abused the child's pet(s)
- threatened to do any of the above

Please describe in detail what happened:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

An immediate and present danger of domestic violence, stalking, or sexual assault to the child exists because (describe): \_\_\_\_\_

**Child Four**

Relationship to Respondent:

- child
- step-child or former step-child
- parent is unmarried, intimate residing/resided with Respondent
- other (specify): \_\_\_\_\_

**Respondent is**

- a household member who is residing with the child.
- a household member who resided with the child in the past.
- an emancipated child who is residing with the child.
- an emancipated child who resided with the child in the past.
- stalking the child.
- sexually assaulting the child.

This happened at \_\_\_\_\_ (address),  
\_\_\_\_\_ (city), Missouri, in the County of \_\_\_\_\_.

The family home of the child is: (check the boxes that apply)

- owned     leased     rented

By:     Respondent     Petitioner     Other (name) \_\_\_\_\_.

Occupied by: (include name only if different from above) \_\_\_\_\_.

Respondent has knowingly and intentionally: (check all boxes that apply)

- caused or attempted to cause physical harm to the child
- placed or attempted to place the child in apprehension of immediate physical harm
- coerced the child
- stalked the child
- harassed the child
- sexually assaulted the child
- unlawfully imprisoned the child
- followed the child from place to place
- abused the child's pet(s)
- threatened to do any of the above

Please describe in detail what happened:

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An immediate and present danger of domestic violence, stalking, or sexual assault to the child exists because (describe): \_\_\_\_\_

**Child Five**

Relationship to Respondent:

- child
- step-child or former step-child
- parent is unmarried, intimate residing/resided with Respondent
- other (specify): \_\_\_\_\_

**Respondent is**

- a household member who is residing with the child.
- a household member who resided with the child in the past.
- an emancipated child who is residing with the child.
- an emancipated child who resided with the child in the past.
- stalking the child.
- sexually assaulting the child.

This happened at \_\_\_\_\_ (address),  
\_\_\_\_\_ (city), Missouri, in the County of \_\_\_\_\_.

The family home of the child is: (check the boxes that apply)

- owned     leased     rented

By:     Respondent     Petitioner     Other (name) \_\_\_\_\_.

Occupied by: (include name only if different from above) \_\_\_\_\_.

Respondent has knowingly and intentionally: (check all boxes that apply)

- caused or attempted to cause physical harm to the child
- placed or attempted to place the child in apprehension of immediate physical harm
- coerced the child
- stalked the child
- harassed the child
- sexually assaulted the child
- unlawfully imprisoned the child
- followed the child from place to place
- abused the child's pet(s)
- threatened to do any of the above

Please describe in detail what happened:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

An immediate and present danger of domestic violence, stalking, or sexual assault to the child exists because (describe): \_\_\_\_\_

**Information about the person the children need protection from.**

The court and law enforcement will use this section to try to find the Respondent. Fill in as much information as you can.

**If you don't know something, leave it blank.**

Alias or nickname (list all): \_\_\_\_\_

Last four digits of social security number: \_\_\_\_\_ Age: \_\_\_\_\_

Is  at least 18 years of age or emancipated  under 18.

Race: \_\_\_\_\_ Sex: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

Identifying marks (Examples: tattoos, birthmark, braces, beard, pierced ear, glasses): \_\_\_\_\_

Home address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

Phone number: \_\_\_\_\_

Work name: \_\_\_\_\_

Work address: \_\_\_\_\_

Work phone: \_\_\_\_\_ Work hours: \_\_\_\_\_

Other places law enforcement may find Respondent to serve the paperwork:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B. I am asking the court to**

Use this section to ask the court for what you want in the case. Check all boxes that apply.

1.  **Order an Ex Parte (emergency) Order of Protection.**  
**Ex parte** means this request can be granted without a hearing. It is a temporary order.

2.  **Order a Full Order of Protection.**  
The court will schedule a hearing about your request and may grant the order after listening to both sides.

3. I want the court to order Respondent not to:

- commit or threaten to commit domestic violence, stalking, sexual assault, molesting, or disturbing the peace of the protected children.
- abuse or threaten to abuse the protected children's pet(s).
- enter the family home of the protected children, located at \_\_\_\_\_  
\_\_\_\_\_.
- enter the school(s) of the protected children, located at \_\_\_\_\_  
\_\_\_\_\_.
- enter the place of work of the children, located at \_\_\_\_\_  
\_\_\_\_\_.
- come within \_\_\_\_\_ (feet) of the protected children.
- communicate with the protected children by phone, email, text, social media, or in any other way.
- have any contact with the protected children except as specifically authorized by the court order.
- other: \_\_\_\_\_.
- I am requesting the Ex Parte Order of Protection exclude Respondent from the family home of the protected children because:
  - It is in the best interest of the children to remain in the home;
  - A substantial risk to the children exists unless Respondent is excluded.
  - A remaining adult family or household member is able to care adequately for the children in the absence of Respondent; and
  - A commitment has been obtained from the Children's Division to provide appropriate social services to the family or household members during the period of time which an Order of Protection is in effect
- I am not requesting exclusion of Respondent from the family home of the protected children.

4.  **Award custody or visitation of the protected children as listed in D. below.**

5. **Order Respondent to pay child support, maintenance, other support, court fees, or for injuries I received.**

**Child support** is money paid by one parent to the other parent or guardian for the financial support of a child. Child support may be ordered by a court or child support enforcement agency.

**Maintenance** is money paid by one ex-spouse to the other ex-spouse for financial support of the spouse. Maintenance may be ordered by a court during or after a divorce.

- I ask Respondent to pay \$ \_\_\_\_\_ in **child support** to me every  week  month.
- I ask Respondent to pay \$ \_\_\_\_\_ in **maintenance** to me every  week  month.
- I ask Respondent to pay \$ \_\_\_\_\_ to me for **rent or mortgage payments to the residence occupied by the protected children**  per week  per month on the home that I live in.



- I ask Respondent to pay \$ \_\_\_\_\_ to me for **reasonable housing or other services provided to the protected children by a shelter for victims of domestic violence**  per week  per month.
- I ask Respondent to pay \$ \_\_\_\_\_ to me for **medical treatment or services provided to the protected children as a result of injuries sustained by an act of domestic violence committed by Respondent.**
- I ask Respondent to pay **court costs.**
- I ask Respondent to pay **attorney fees.**

6. **Order temporary possession of personal property to me.**

**Personal property** is property other than land that you own. Examples of personal property are a bed, furniture, Xbox, jewelry, etc.

- Order Petitioner be given temporary possession of (list items)

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- Prohibit Respondent from disposing of property owned together with me

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7.  **Order the Respondent to go to counseling or treatment for**

- batterers.
- substance abuse.

8. **Other**

- Order the full order of protection to automatically renew unless Respondent asks for a hearing at least 30 days before the order expires.
- Petitioner to receive wireless telephone number(s) and billing responsibilities from Respondent. You must also complete the Wireless Telephone Number Transfer Addendum form. <https://www.courts.mo.gov/file.jsp?id=105013>
- Award possession and care of the children's pet(s) to me and order Respondent to pay for medical costs that resulted from abuse of the pet(s).
- Order my address on my voter's registration record to be closed to the public.
- Other (specify): \_\_\_\_\_.

## C. Custody of the Children



The court cannot change custody if a prior order regarding custody is pending or has been made.

Who should receive custody of each child?

<u>Child</u>	<u>Person to Receive Custody</u>	<u>Relationship to Parties</u>	<u>Temporary</u>	<u>Full</u>
Child One	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Child Two	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Child Three	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Child Four	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
Child Five	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

Indicate any prior or pending court cases before, or orders entered by this court or any other court involving the following parties. (If there are no cases, indicate there are none.)

Petitioner: \_\_\_\_\_

Respondent: \_\_\_\_\_

Children (identified above): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Award visitation with the children as follows: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL SPACE FOR NARRATIVE IF NEEDED (1 OF 2)**

**ADDITIONAL SPACE FOR NARRATIVE IF NEEDED (2 OF 2)**

## D. Signatures

I swear or affirm under penalty of perjury that the facts are true according to my best knowledge and belief.

I certify that I have removed all confidential information from this document in compliance with the redaction requirements in Rule 55.025.



**NOTICE:** You are not required to reveal any current address or place of residence of the children on this petition. **Do not provide this information if doing so will endanger the children.**

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Sign

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Date

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Your address, telephone number

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Attorney Signature (if applicable)

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Date

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Attorney's name, bar number

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Attorney's address, telephone number

**Confidential Redacted Information Filing Sheet**  
**Order of Protection - Child**  
TO BE SERVED WITH THE PETITION.

**Petitioner Information**

Your full name: \_\_\_\_\_

**Respondent Information**

Name: \_\_\_\_\_

**Child Information**

**Child One**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Child Two**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Child Three**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Child Four**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Child Five**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

IN THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI

**CONFIDENTIAL  
DO NOT SERVE WITH PETITION**

\_\_\_\_\_  
**PETITIONER NAME**  
SS# \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_  
DOB \_\_\_\_\_ Sex \_\_\_\_\_ Hair/Eye Color \_\_\_\_\_ Race \_\_\_\_\_

Case No. \_\_\_\_\_

\_\_\_\_\_  
**RESPONDENT NAME**  
SS# \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_  
DOB \_\_\_\_\_ Sex \_\_\_\_\_ Hair/Eye Color \_\_\_\_\_ Race \_\_\_\_\_

**PROTECTION ORDER SERVICE INFORMATION AND SUMMARY SHEET**

**RESPONDENT'S WORK ADDRESS**

**RESPONDENT'S HOME ADDRESS**

Petitioner/Respondent requests that service not be accomplished at work \_\_\_\_\_ (Initials)

\_\_\_\_\_  
Company Name/Work Hours

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State ZIP

\_\_\_\_\_  
City State ZIP

\_\_\_\_\_  
County Phone Number

**OTHER LOCATIONS WHERE RESPONDENT MAY BE FOUND**

(Do not list Bars and Drinking Establishments)

\_\_\_\_\_  
Place or Name

\_\_\_\_\_  
Place or Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State ZIP

\_\_\_\_\_  
City State ZIP

**RESPONDENT'S ADDITIONAL INFORMATION**

(Attach Photo if Available)

MAKE OF CAR: \_\_\_\_\_ MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_ COLOR: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

IS RESPONDENT ON PROBATION: \_\_\_\_\_ NAME OF PROBATION OFFICER: \_\_\_\_\_

**DOES THE RESPONDENT CARRY A WEAPON OR FIREARM?** \_\_\_\_\_

ARE THERE ANY PAST OR PENDING CASES WITH THIS OR ANY OTHER COURT (INCLUDING MUNICIPAL COURTS) IN WHICH THE PARTIES TO THIS FILING WERE INVOLVED IN: \_\_\_\_\_. IF YES, STATE ALL CASE NUMBERS, COURTS, AND CASE TYPES (INCLUDE EX PARTES, ANY FAMILY COURT MATTER, AND/OR CRIMINAL/ORDINANCE CASES): \_\_\_\_\_

IS THE RESPONDENT THE NATURAL MOTHER/FATHER OF THE MINOR CHILD(REN): \_\_\_\_\_

HAS THERE EVER BEEN A CUSTODY ORDER ENTERED BY THIS OR ANY OTHER COURT: \_\_\_\_\_

IF YES, WHO WAS GRANTED CUSTODY OF THE CHILD(REN): \_\_\_\_\_

**PETITIONER'S ADDRESS, TELEPHONE NUMBER, AND OTHER INFORMATION**

ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_ DAY: \_\_\_\_\_

\_\_\_\_\_ EVENING: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**DOES EITHER PARTY REQUIRE AN INTERPRETER:** \_\_\_\_\_ IF YES, WHICH PARTY(IES): \_\_\_\_\_

WHAT LANGUAGE: \_\_\_\_\_

**IN THE 16<sup>TH</sup> CIRCUIT COURT OF JACKSON COUNTY, MISSOURI  
FAMILY COURT DIVISION**

at Kansas City     at Independence

In Re the Matter of:	Case Number _____
Petitioner	
Respondent	

**\*\*\* The completion of this form is MANDATORY, with or WITHOUT children in common with the respondent.**

**FAMILY COURT INFORMATION SHEET**

	PETITIONER	RESPONDENT
Name		
Residential Address		
Mailing Address		
Social Sec. No.		
Driver's License No.		
Home Phone No.		
Email Address		
Employer Name		
Employer Address		
Employer Phone No.		

List all unemancipated children who are subjects of this proceeding:

Name (last, first, middle)	DOB	Social Security No.	Children Reside with:	
			Petitioner	Respondent

To assist in determining child support, have any of these children ever received welfare or Medicaid?     Yes     No

I certify that:  There are no other related cases

The following are the only cases pending or previously adjudicated in any court related to dissolution of marriage, custody, visitation, paternity, guardianship, adoption, child support, maintenance, abuse neglect or delinquent behavior (by the minor child/ren), or adult abuse of or by any parties to this action. I further state that the parties to this action have been known by other names, as stated below:

Indicate style of related case/case number/court and whether case is pending or closed:


I state that the parties to this action have been known by the following other names:


Each party shall have a continuing duty to update the information on this sheet as necessary until this matter has been disposed.

Date: \_\_\_\_\_ Petitioner: \_\_\_\_\_



IN THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI

AT KANSAS CITY     AT INDEPENDENCE

**NOTICE**

You have requested an Ex Parte Order of Protection under the Adult and/or Child Abuse Protection Orders Act. If you leave the courthouse before the protective order is signed, or filed from a facility outside the courthouse, **YOU MUST RETURN LATER THE SAME DAY TO COLLECT YOUR SIGNED COPIES OF THE ORDER WHICH CONTAIN YOUR COURT DATE.**

Without a signed copy of the Ex Parte Order of Protection in your possession, enforcement by your local police department is unlikely.

**IF YOU HAVE NOT ALREADY DONE SO, THE COURT RECOMMENDS THAT YOU SEEK THE ASSISTANCE OF A SHELTER IF RETURNING HOME POSES A THREAT TO YOUR SAFETY. A LIST OF AVAILABLE SHELTERS IS ON THE LAST PAGE OF THE ADULT/CHILD ABUSE BOOKLET PREVIOUSLY DISTRIBUTED.**

\_\_\_\_\_  
Petitioner's Signature

\_\_\_\_\_  
Date

- I, the above signed Petitioner, request that any paperwork be automatically emailed to myself at the email address provided on the confidential information sheet. (Having the paperwork emailed to you does NOT prevent you from coming into the office to obtain hard copies of your paperwork as well.)
- I, the above signed Petitioner, request that an individual, other than myself be allowed to collect my Ex Parte Order of Protection.
- I, the above signed Petitioner, request that an advocate or an individual from the shelter, be allowed to collect my Ex Parte Order of Protection.

**TO BE COMPLETED BY THE CLERK**

Case number \_\_\_\_\_

This notice was:

Collected by Petitioner \_\_\_\_\_

Not Collected by Petitioner \_\_\_\_\_

Collected by the Undersigned (as requested above)

\_\_\_\_\_  
Signature

**NOTICE TO CLERK**

**IN THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI**

AT KANSAS CITY

AT INDEPENDENCE

AT FAMILY COURT

\_\_\_\_\_  
PETITIONER

VS.

CASE NO. \_\_\_\_\_

\_\_\_\_\_  
RESPONDENT

**MOTION TO ISSUE EXPARTE ORDER OR SUMMONS**

COMES NOW Petitioner in the above referenced matter and requests that an Ex Parte Order of Protection be entered against Respondent.

In the alternative, upon review on the Petition for Order of Protection, and a denial by the Court, Petitioner hereby requests:

- that the matter be set for hearing and that the Court Administrator issue summons to the Respondent in the above listed case; or
- that the matter NOT BE SET FOR HEARING

\_\_\_\_\_  
Date

\_\_\_\_\_  
Petitioner

**ORDER**

- Petitioner's Motion is SUSTAINED. An Ex Parte Order of Protection is to be issued to the Petitioner and served on the Respondent.
- Petitioner's Motion is SUSTAINED. Summons is to be issued.
  - The Petitioner has requested that the matter not be set for hearing if the Petition for Order of Protection is denied an Ex Parte Order.
- Petitioner's Motion is DENIED. Petition for Ex Parte Order of Protection is hereby dismissed for the following reason:
  - The Court lacks jurisdiction to hear this matter.
  - The Petitioner has failed to state a claim upon which relief may be granted.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge



IN THE \_\_\_\_\_ JUDICIAL CIRCUIT, \_\_\_\_\_ COUNTY, MISSOURI

Name:	Case Number:
Address:	Case Type:
	Style of Case:
Document Filed:	(Date File Stamp)

### Redaction Certification

The filer certifies that all documents in this submission for filing with the court comply with all redaction requirements of Rules 19.10, 55.025, or 84.015.

#### COR 2.02

The responsibility for redacting confidential information rests solely with the counsel, parties, or any other person filing the document. Courts will not review each case document to ensure compliance and will not refuse to accept or file a document on that basis.

On and after the Expanded Remote Access Implementation Date: July 1, 2023

- All redactions shall be done in a manner that makes it clear that information has been redacted. If necessary to reference the redacted information in a redacted document, filers shall use generic descriptors.
- When a filer redacts information from a document offered for filing in any court, the filer also must file a confidential redacted information filing sheet that either:
  - has the unredacted version of the document attached; or
  - sets out the information redacted from the document with an explanation referencing where the information was redacted from in the document or the generic descriptors used in the document to reference the redacted information.
- All filers shall affirmatively certify compliance with the redaction requirements in Rules 19.10, 55.025, and 84.015 when a document is filed. This certification shall be accomplished through an automated process implemented in the electronic filing system for its authorized users or, for filers who are not authorized users of the electronic filing system, by a paper form attached to the document or on the document itself.
- When a motion is filed alleging a document filed with the court contains insufficiently redacted confidential information, the clerk shall raise the document's security level to a confidential setting. The court shall dispose of the motion within 30 days. If the court determines the document is sufficiently redacted, the clerk shall reset the document's security level to allow for proper public access.

**I HAVE READ AND UNDERSTAND THE ABOVE.**

\_\_\_\_\_ Date

\_\_\_\_\_ Filer's Signature