



Michigan Supreme Court

State Court Administrative Office

Field Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

Ryan P. Gamby
Field Services Director

MEMORANDUM

DATE: March 27, 2023

FROM: SCAO Forms Team

RE: Revision of various civil proof of service forms.

Below is a list of SCAO-approved court forms where the proof of service pages were revised. An explanation of the changes to each form is provided, along with instructions on use of previously approved versions and a copy of the form with the changes highlighted. Translated forms will be released separately when available.

If a form is used by the court through a JIS case management system, you will receive a separate notice from JIS regarding the release of the form. Until then, please use the current version posted to the One Court of Justice website.

For suggestions about these court forms, please contact CourtFormsInfo@courts.mi.gov.

[CC 11a, Subpoena for Out-of-State Case](#)

Most recent update: (3/23) version

Use of existing paper stock: (4/13) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 375, Petition for Personal Protection Order \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (1/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 375M, Petition for Personal Protection Order Against a Minor \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (1/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 376, Personal Protection Order \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/17) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 376M, Personal Protection Order Against a Minor \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (7/16) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 377, Petition for Personal Protection Order \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/19) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 377M, Petition for Personal Protection Order Against a Minor \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (1/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 379, Motion to Modify, Extend, or Terminate Personal Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/17) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 380, Personal Protection Order \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/12) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 380M, Personal Protection Order Against a Minor \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/12) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 381, Notice of Hearing on Petition for Personal Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/22) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 382m/CC382o, Motion and Order to Show Cause for Violating Valid Personal/Foreign Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: (1/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 386, Proof of Service/Oral Notice Regarding Personal Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/11) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 395, Petition for Personal Protection Order \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/19) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 395M, Petition for Personal Protection Order Against a Minor \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (1/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[CC 396, Personal Protection Order \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/12) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[CC 396M, Personal Protection Order Against a Minor \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/12) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[Inst CC 375, Instructions for completing Petition for Personal Protection Order \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 375M, Instructions for completing Petition for Personal Protection Order Against a Minor \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 376, Instructions for completing Personal Protection Order \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 376M, Instructions for completing Personal Protection Order Against a Minor \(Domestic Relationship\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 377, Instructions for completing Petition for Personal Protection Order \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 377M, Instructions for completing Petition for Personal Protection Order Against a Minor \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 379, Instructions for completing Motion to Modify, Extend, or Terminate Personal Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 380, Instructions for completing Personal Protection Order \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 380M, Instructions for completing Personal Protection Order Against a Minor \(Nondomestic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 381, Instructions for completing Notice of Hearing on Petition for Personal Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 382m/CC382o, Instructions for completing Motion and Order to Show Cause for Violating Valid Personal/Foreign Protection Order](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 395, Instructions for completing Petition for Personal Protection Order \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 395M, Instructions for completing Petition for Personal Protection Order Against a Minor \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 396, Instructions for completing Personal Protection Order \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[Inst CC 396M, Instructions for completing Personal Protection Order Against a Minor \(Nondomestic Sexual Assault\)](#)

Most recent update: (3/23) version

Use of existing paper stock: previous versions cannot be used after March 29, 2023.

- [Click here to see the form.](#)

The instruction sheet was updated to remove references to an obsolete instruction booklet and to insert a link to Michigan Legal Help.

[CCFD 26, Notice of Request to Enter Consent Judgment/Order](#)

Most recent update: (3/23) version

Use of existing paper stock: (12/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[JC 20, Summons: Order to Appear \(Delinquency Proceedings\) / \(Personal Protection Proceedings\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (12/21) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[JC 21, Summons: Order to Appear \(Child Protective Proceedings\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (10/20) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[JC 47, Order for Alternate Service](#)

Most recent update: (3/23) version

Use of existing paper stock: (10/20) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement and add an acknowledgement of service to reflect the service requirements under Michigan statutes and court rules.

[MC 01, Summons](#)

Most recent update: (3/23) version

Use of existing paper stock: (9/19) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[MC 11, Subpoena, Order to Appear and/or Produce](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/15) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The form was revised per the recommendations of the 2020 Civil Forms Workgroup. The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[MC 12, Request and Writ for Garnishment \(Periodic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (10/19) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[MC 13, Request and Writ for Garnishment \(Nonperiodic\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (7/20) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[MC 36, Motion for Possession Pending Judgment, Claim and Delivery](#)

Most recent update: (3/23) version

Use of existing paper stock: (3/08) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[MC 52, Request and Writ for Garnishment \(Income Tax Refund/Credit\)](#)

Most recent update: (3/23) version

Use of existing paper stock: (10/19) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules.

[MC 94, Notice of Judgment Lien](#)

Most recent update: (3/23) version

Use of existing paper stock: (6/17) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[MC 230, Motion, Affidavit, and/or Order to Show Cause](#)

Most recent update: (3/23) version

Use of existing paper stock: (5/13) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.

[MC 304, Order Regarding Alternate Service](#)

Most recent update: (3/23) version

Use of existing paper stock: (9/09) version of the form can be used until March 29, 2023

- [Click here to see the form.](#)

The proof of service form was updated to remove the notarization requirement to reflect the service requirements under Michigan statutes and court rules. Additionally, formatting changes were made to meet new form standards.



STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	SUBPOENA FOR OUT-OF-STATE CASE	
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Court address Court telephone no.

This subpoena is issued for the following out-of-state case under MCL 600.2201 *et seq.*

Case name		
Name of state/territory where case is filed	Name of court	Case number

Note: Attach a separate sheet containing the names, addresses, and telephone numbers of all attorneys of record and any parties not represented by an attorney.

Person requesting subpoena			
Address			
City	State	Zip	Telephone no.

In the Name of the People of the State of Michigan. TO:

YOU ARE ORDERED TO COMPLY WITH THE ATTACHED OUT-OF-STATE SUBPOENA:

1. Appear personally at the time and place stated below for the purposes stated in that subpoena:

Date: _____

Time: _____

Location: _____

2. Produce/Permit inspection or copying of the items stated in that subpoena.

3. Permit inspection of the premises identified in that subpoena.

THE TERMS OF THE OUT-OF-STATE SUBPOENA ARE INCORPORATED IN THIS ORDER BY REFERENCE. FAILURE TO OBEY THE COMMANDS OF THE SUBPOENA MAY SUBJECT YOU TO PENALTY FOR CONTEMPT OF COURT.



Circuit court clerk signature and date

New format for process of service

Subpoena for Out-Of-State Case (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the subpoena and provide proof of service to the person requesting the subpoena. If you are unable to complete service, you must return this original and all copies to the person requesting the subpoena.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the subpoena for out-of-state case, together with any required fees and the attachments listed below, on:

I have attempted to serve a copy of the subpoena for out-of-state case, together with any required fees and the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the subpoena for out-of-state case, together with any required

fees and _____ on _____
Attachments (if any) Date and time

Signature _____ on behalf of _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PETITION FOR PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)	CASE NO. and JUDGE
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Court address Court telephone no.

A Petitioner's name Age <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address, and telephone no. Age <hr/>
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B 1. The petitioner and respondent are married to each other. were married to each other.
 have a child in common. have or had a dating relationship. reside or resided in the same household.

C 2. The respondent is required to carry a firearm in the course of his/her employment. Unknown.

D 3. a. There are are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge

b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge

E 4. I need a personal protection order because: Explain what has happened. Attach separate sheet(s).

- F** 5. I ask the court to grant a personal protection order prohibiting the respondent from:
- a. entering onto the property where I live. I state that either I have a property interest in the premises, I am married to the respondent, or the respondent has no property interest in the premises.
 - b. entering onto the property at _____
Address
 - c. assaulting, attacking, beating, molesting, or wounding _____
Name(s)
 - d. removing the minor children from the petitioner who has **legal** custody, except as allowed by a custody or parenting time order as long as removal of the children does not violate other conditions of the personal protection order.
 - e. stalking as defined under MCL 750.411h and MCL 750.411i, which includes but is not limited to:
 - following me or appearing within my sight. appearing at my workplace or residence.
 - sending mail or other communications to me. contacting me by telephone.
 - approaching or confronting me in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.
 - f. interfering with efforts to remove my children/personal property from premises solely owned/leased by the respondent.

- g. threatening to kill or physically injure _____.
- h. interfering with me at my place of employment or education or engaging in conduct that impairs my employment or educational relationship or environment.
- i. having access to information in records concerning a minor child of mine and the respondent that will reveal my address, telephone number, or employment address or that will reveal the child's address or telephone number.
- j. intentionally causing me mental distress or exerting control over me by:
 - injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which I have an ownership interest.
 - removing any animal from my possession in which I have an ownership interest.
 - retaining or obtaining possession of any animal in which I have an ownership interest.
- k. purchasing or possessing a firearm.
- l. other: _____.

G 6. I make this petition under the authority of MCL 600.2950/MCL 600.2950a and ask the court to grant a personal protection order.

- I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

H 7. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

I _____
Date

Petitioner's/Next friend's signature

Name (type or print)

New format for process of service

Petition for Personal Protection Order (Domestic Relationship) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order, together with the attachments listed below, on:
- I have attempted to serve the petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature

Name (type or print)

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order, together with

Attachments (if any) _____

Date and time _____	Respondent's signature _____
	Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (DOMESTIC RELATIONSHIP)	CASE NO. and JUDGE
--	---	---------------------------

Court address Court telephone no.

A <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">Petitioner's name</td> <td style="width:20%;">Age</td> </tr> <tr> <td colspan="2">Address and telephone no. where court can reach petitioner</td> </tr> </table>	Petitioner's name	Age	Address and telephone no. where court can reach petitioner		v	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">Respondent's name, address, and telephone no.</td> <td style="width:20%;">Age</td> </tr> </table>	Respondent's name, address, and telephone no.	Age
Petitioner's name	Age							
Address and telephone no. where court can reach petitioner								
Respondent's name, address, and telephone no.	Age							

B 1. The petitioner and respondent: have a child in common. have or had a dating relationship.
 reside or resided in the same household.

C 2. The respondent is between 10 and 17 years of age, is unemancipated, and is **not** the minor child of the petitioner.

D 3. The petitioner is less than 18 years of age, is unemancipated, and is **not** the minor child of the respondent.

E 4. a. There are are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
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b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

F 5. I need a personal protection order because: Explain what has happened. Attach separate sheet(s).

- G** 6. I ask the court to grant a personal protection order prohibiting the respondent from:
- a. entering onto the property where I live. I state that either I or my parent, guardian, or custodian have a property interest in the premises, I am married to the respondent, or the respondent or his/her parent, guardian, or custodian has no property interest in the premises.
 - b. entering onto the property at _____.
 - c. assaulting, attacking, beating, molesting, or wounding _____.
 - d. removing the minor children from the petitioner who has **legal** custody, except as allowed by a custody or parenting time order as long as removal of the children does not violate other conditions of the personal protection order.
 - e. stalking as defined under MCL 750.411h and MCL 750.411i, which includes but is not limited to:
 - following me or appearing within my sight. appearing at my workplace or residence.
 - sending mail or other communications to me. contacting me by telephone.
 - approaching or confronting me in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.

6. (continued)

- f. interfering with efforts to remove my children/personal property from premises solely owned/leased by the respondent.
- g. threatening to kill or physically injure _____.
- h. interfering with me at my place of employment or education or engaging in conduct that impairs my employment or educational relationship or environment.
- i. having access to information in records concerning a minor child of mine and the respondent that will reveal my address, telephone number, or employment address or that will reveal the child's address or telephone number.
- j. intentionally causing me mental distress or exerting control over me by:
 - injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which I have an ownership interest.
 - removing any animal from my possession in which I have an ownership interest.
 - retaining or obtaining possession of any animal in which I have an ownership interest.
- k. purchasing or possessing a firearm.
- l. other: _____

H 7. I make this petition under MCL 600.2950/600.2950a/712A.2(h) and ask the court to grant a personal protection order.

I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

I 8. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

J _____
Date

Petitioner's/Next friend's signature

Name (type or print)

New format

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:

I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor,

together with _____
Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

Added second POS for parent/guardian/custodian

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor, together with _____
Attachments (if any) _____

Date and time _____

Respondent's parent/guardian/custodian signature _____

Name (type or print) _____

STATE OF MICHIGAN
JUDICIAL CIRCUIT
COUNTY

(A) PERSONAL PROTECTION ORDER
 EX PARTE
(DOMESTIC RELATIONSHIP)

(B) CASE NO. and JUDGE

ORI MI- _____ Court address _____ Court telephone no. _____

(C) Petitioner's name _____ Respondent's name, address, and telephone no. _____
 Address and telephone no. where court can reach petitioner _____

v **Bold outline removed**

Full name of respondent (type or print)*							Driver's license number (if known)
Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful. **Needed for NCIC entry

Date: _____ Judge: _____

1. This order is entered without a hearing. **after hearing.

THE COURT FINDS:

- 2. A petition requested respondent be prohibited from entry onto the premises, and either the parties are married, petitioner has a property interest in the premises, or respondent does not have a property interest in the premises.
- 3. Petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from the delay required to give notice or notice itself will precipitate adverse action before the order can be issued.
- ** 4. Respondent poses a credible threat to the physical safety of petitioner and/or a child of petitioner.
- 5. Respondent **is the spouse or former spouse of petitioner, had a child in common with petitioner, or is residing or had resided in the same household as petitioner. has or had a dating relationship with petitioner.

IT IS ORDERED:

6. _____ is prohibited from:
- a. entering onto property where petitioner lives.
 - b. entering onto property at _____.
 - ** c. assaulting, attacking, beating, molesting, or wounding _____
Name _____
 - d. removing minor children from petitioner who has **legal** custody, except as allowed by custody or parenting-time order provided removal of the children does not violate other conditions of this order. An existing custody order is dated _____. An existing parenting-time order is dated _____.

IT IS ORDERED:

6. (continued)

- ** e. stalking as defined under MCL 750.411h and MCL 750.411i that includes but is not limited to:
 - following petitioner or appearing within his/her sight. appearing at petitioner's workplace or residence.
 - sending mail or other communications to petitioner. contacting petitioner by telephone.
 - approaching or confronting petitioner in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by petitioner.
 - placing an object on or delivering an object to property owned, leased, or occupied by petitioner.

- f. interfering with petitioner's efforts to remove his/her children/personal property from premises solely owned/leased by respondent.

- ** g. threatening to kill or physically injure _____ .
Name _____

- h. interfering with petitioner at his/her place of employment or education or engaging in conduct that impairs his/her employment or educational relationship or environment.

- i. having access to information in records concerning a minor child of petitioner and respondent that will reveal petitioner's address, telephone number, or employment address or that will reveal the child's address or telephone number.

- j. intentionally causing petitioner mental distress or exerting control over petitioner by:
 - injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which petitioner has an ownership interest.
 - removing any animal from his/her possession in which petitioner has an ownership interest.
 - retaining or obtaining possession of any animal in which petitioner has an ownership interest.

- ** k. purchasing or possessing a firearm.

- l. other: _____

- 7. As a result of this order, federal and/or state law may prohibit you from possessing or purchasing ammunition or a firearm.
- 8. Violation of this order subjects respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty, respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.
- 9. **This order is effective when signed, enforceable immediately, and remains in effect until _____ .**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If respondent violates this order in a jurisdiction other than this state, respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.

- 10. The court clerk shall file this order with _____ who will enter it into the LEIN.
Name of law enforcement agency _____

- 11. Respondent may file a motion to modify or terminate this order. For ex parte orders, the motion must be filed within 14 days after being served with or receiving actual notice of the order. Forms and instructions are available from the clerk of court.

- 12. A motion to extend the order must be filed 3 days before the expiration date in item 9 or a new petition must be filed.

Judge signature and date

New format

Personal Protection Order (Domestic Relationship) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order, together with the attachments listed below, on:

I have attempted to serve a copy of the personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** a copy of the personal protection order, **together with**

Attachments (if any)

Date and time _____

Respondent's signature _____

Name (type or print) _____



STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PERSONAL PROTECTION ORDER AGAINST A MINOR (DOMESTIC RELATIONSHIP) <input type="checkbox"/> EX PARTE	(B) CASE NO. and JUDGE
--	---	-------------------------------

ORI MI- **(A) Court address** **Court telephone no.**

(C) Petitioner's name <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address and telephone no.
--	---	--

(D) Full name of respondent (type or print)*							Driver's license number (if known)	
Height	Weight	Race*	Sex*	Date of birth or Age*	Hair color	Eye color	Other identifying information	

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful.

(E) Full name of respondent's parent, guardian, custodian (type or print)	Full name of respondent's parent, guardian, custodian (type or print)
Address and telephone no. if different from above	Address and telephone no. if different from above

**Needed for NCIC entry

Date: _____ Judge: _____

1. This order is entered without a hearing. **after hearing.

THE COURT FINDS:

- 2. A petition requested respondent be prohibited from entry onto the premises, and either the petitioner has property interest in the premises, or respondent does not have a property interest in the premises.
- 3. The respondent is less than 18 years of age, is unemancipated, and is **not** the minor child of the petitioner.
- 4. The petitioner is less than 18 years of age, is unemancipated, and is **not** the minor child of the respondent.
- 5. The petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from delay required to give notice or notice itself will precipitate adverse action before an order can be issued.
- ** 6. The respondent poses a credible threat to the physical safety of the petitioner and/or a child of the petitioner.
- 7. The respondent **is the spouse or former spouse of the petitioner, had a child in common with the petitioner, or is residing or had resided in the same household as the petitioner. has or had a dating relationship with the petitioner.



IT IS ORDERED:

8. _____ is prohibited from:
- Name _____
- a. entering onto property where petitioner lives.
 - b. entering onto property at _____.
 - ** c. assaulting, attacking, beating, molesting, or wounding _____.
Name _____
 - d. removing minor children from petitioner who has **legal** custody, except as allowed by custody or parenting-time order provided removal of the children does not violate other conditions of this order. An existing custody order is dated _____. An existing parenting-time order is dated _____.
 - ** e. stalking as defined under MCL 750.411h and MCL 750.411i, which includes but is not limited to:
 - following or appearing within sight of the petitioner.
 - appearing at workplace/residence of the petitioner.
 - approaching or confronting the petitioner in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by the petitioner.
 - sending mail/other communications to the petitioner.
 - contacting the petitioner by telephone.
 - placing an object on or delivering an object to property owned, leased, or occupied by the petitioner.
 - f. interfering with petitioner's efforts to remove his/her children or personal property from premises solely owned or leased by respondent.
 - ** g. threatening to kill or physically injure _____.
Name _____
 - h. interfering with petitioner at his/her place of employment or education or engaging in conduct that impairs his/her employment or educational relationship or environment.
 - i. having access to information in records concerning a minor child of petitioner and respondent that will reveal petitioner's address, telephone number, or employment address or that will reveal the child's address or telephone number.
 - j. intentionally causing petitioner mental distress or exerting control over petitioner by:
 - injuring, killing, torturing, or neglecting, or threatening to injure, kill, torture, or neglect any animal in which petitioner has an ownership interest.
 - removing any animal from his/her possession in which petitioner has an ownership interest.
 - retaining or obtaining possession of any animal in which petitioner has an ownership interest.
 - ** k. purchasing or possessing a firearm.
 - l. other: _____
9. As a result of this order, federal and/or state law may prohibit you from possessing or purchasing ammunition or a firearm (including a rifle, pistol, or revolver).
10. a. If the respondent is 17 years of age or more, violation of this order subjects the respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty of a violation, the respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.
- b. If the respondent is less than 17 years of age, violation of this order subjects the respondent to immediate apprehension or being taken into custody. If found guilty of a violation, the respondent shall be subject to the dispositional alternatives listed in MCL 712A.18.

Added Page

IT IS FURTHER ORDERED:

11. **This order is effective when signed, enforceable immediately, and remains in effect until _____.**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If respondent violates this order in a jurisdiction other than this state, respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.
12. The court clerk shall file this order with _____, who will enter it into LEIN. Name of law enforcement agency
13. The respondent may file a motion to modify or terminate this order. If this is an ex parte order, a motion to modify or terminate this order and a request for a hearing must be made within 14 days after the respondent has been served or has received actual notice of this order. Forms and instructions are available from the clerk of the court.
14. A motion to extend the order must be filed 3 days before the expiration date in item 11 or else a new petition must be filed.
15. Other:



Judge signature and date

New format for process of service

Personal Protection Order Against a Minor (Domestic Relationship) (3/23)
Page 1 of 2

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** a copy of the personal protection **order** against a minor, **together with**

Attachments (if any)	
Date and time	Signature
	Name (type or print)

Added second POS for respondents parent/guardian/custodian

Personal Protection Order Against a Minor (Domestic Relationship) (3/23)
Page 2 of 2

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** a copy of the personal protection **order** against a minor, **together with**

Attachments (if any) _____

Date and time _____ Signature _____

Name (type or print) _____



STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PETITION FOR PERSONAL PROTECTION ORDER (NONDOMESTIC)	CASE NO. and JUDGE
--	---	---------------------------

Court address Court telephone no.

A Petitioner's name Age Address and telephone no. where court can reach petitioner	v	Respondent's name, address, and telephone no. Age
---	----------	--

1. The petitioner and respondent have never been married, resided in the same household together, had a child in common, or had a dating relationship with one another.

B 2. The respondent is required to carry a firearm in the course of his/her employment. Unknown.

C 3. a. There are are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

D 4. I need a personal protection order because: Explain what has happened (attach separate sheets).

E 5. I make this petition under the authority of MCL 600.2950a(1) and ask the court to grant a personal protection order prohibiting the respondent from

- a. stalking me as defined by MCL 750.411h and MCL 750.411i, which includes but is not limited to
 - following me or appearing within my sight.
 - appearing at my workplace or residence.
 - approaching or confronting me in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - sending mail or other communications to me.
 - contacting me by telephone.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.
- b. threatening to kill or physically injure me.
- c. purchasing or possessing a firearm.
- d. posting a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, pursuant to MCL 750.411s.
- e. other: _____

Page added

F 6. I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

G 7. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

H _____
Date

Petitioner's/Next friend's signature

Name (type or print)

New format for process of service

Petition for Personal Protection Order (Nondomestic) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order, together with the attachments listed below, on:

I have attempted to serve the petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** a copy of the **petition for** personal protection order, **together with**

Attachments (if any)	
Date and time	Respondent's signature
	Name (type or print)

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC)	CASE NO. and JUDGE
--	---	---------------------------

Court address **Court telephone no.**

A Petitioner's name Age <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address, and telephone no. Age <hr/>
---	----------	---

1. The petitioner and respondent have never been husband and wife, resided in the same household together, had a child in common, or had a dating relationship with one another. The respondent is not the unemancipated minor child of the petitioner. The petitioner is not the unemancipated minor child of the respondent. The respondent is between 10 and 17 years of age.

B 2. a. There are are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

C 3. I need a personal protection order because: Explain what has happened (attach additional sheets).

- D** 4. I make this petition under the authority of MCL 600.2950a(1) and ask the court to grant a personal protection order prohibiting the respondent from
- a. stalking me as defined by MCL 750.411h and MCL 750.411i, which includes but is not limited to
 - following me or appearing within my sight.
 - appearing at my workplace or residence.
 - approaching or confronting me in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - sending mail or other communications to me.
 - contacting me by telephone.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.
 - b. threatening to kill or physically injure me.
 - c. purchasing or possessing a firearm.
 - d. posting a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, pursuant to MCL 750.411s.
 - e. other: _____

5. I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

6. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

Date _____

Petitioner's/Next friend's signature

Name (type or print)

New format for process of service

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor, together with _____ Attachments (if any) _____.

Date and time _____

Respondent's signature _____

Name (type or print) _____

Added second POS for parent/guardian/custodian

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor, together with _____
Attachments (if any) _____

Date and time _____

Respondent's parent/guardian/custodian signature _____

Name (type or print) _____

STATE OF MICHIGAN
JUDICIAL CIRCUIT
COUNTY

MOTION TO MODIFY,
EXTEND, OR TERMINATE
PERSONAL PROTECTION ORDER

A CASE NO. and JUDGE

Court address

Court telephone no.

B Petitioner's name	Age
Address and telephone no. where court can reach petitioner	

v

Respondent's name, address, and telephone no.	Age
---	-----

MOTION

C 1. On _____ a personal protection order was entered by this court.
Date

- D** 2. a. I am the respondent. I ask the court to conduct a hearing to modify terminate the order.
 b. I am the petitioner. I ask the court to conduct a hearing to modify the order.
 c. I am the petitioner. I ask the court to extend terminate the order.

Explain why you want the order modified, extended, or terminated. If box 2a is checked, the respondent must show good cause if the order was issued after a full hearing or if more than 14 days have passed since the ex parte order was served.

E 3. I have a next friend motioning for me. I certify that the next friend is not disqualified by statute and is an adult.

F _____
Date

Signature of moving party

Complete this Notice of Hearing only
if you checked box 2a or 2b above.

NOTICE OF HEARING

G You are notified that a hearing has been scheduled to modify, extend, or terminate the personal protection order issued in this case.

Judge: _____

Date: _____

Time: _____

Location: _____

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

The court can modify, extend, or terminate the order even if you do not attend the hearing. It is important for you to attend.

H

Date

Signature of moving party

New format for process of service

Motion To Modify, Extend, Or Terminate Personal Protection Order (3/23)

Case No. _____

CERTIFICATE OF SERVICE

I served by registered or certified mail, return receipt requested and delivery restricted to the addressee (copy of return receipt attached) a copy of the motion to modify, extend, or terminate personal protection order, together with the attachments listed below, on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Signature

Name (type or print)

Service fee chart removed

Notary block removed

Acknowledgment of service removed

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PERSONAL PROTECTION ORDER (NONDOMESTIC) <input type="checkbox"/> EX PARTE	CASE NO. and JUDGE
--	--	---------------------------

ORI MI-	Court address	Court telephone no.
----------------	----------------------	----------------------------

(A) Petitioner's name <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name <hr/> Address and telephone no. where court can reach respondent
--	----------	---

(B) Full name of respondent (type or print)*							Driver's license number (if known)
Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful.

Date _____ Judge: _____

1. This order is entered without a hearing. after hearing.

THE COURT FINDS:

- 2. A petition requesting an order to restrain conduct prohibited under MCL 750.411h and MCL 750.411i and/or MCL 750.411s has been filed under the authority of MCL 600.2950a.
- 3. Petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from delay required to give notice or notice itself will precipitate adverse action before an order can be issued.
- 4. Respondent committed the following acts of willful, unconsented contact: (State the reasons for issuance.)

IT IS ORDERED:

5. _____ is prohibited from
- Full name of respondent
- a. stalking as defined by MCL 750.411h and MCL 750.411i, which includes but is not limited to
 - following or appearing within sight of the petitioner.
 - appearing at the workplace or the residence of the petitioner.
 - approaching or confronting the petitioner in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by the petitioner.
 - sending mail or other communications to the petitioner.
 - contacting the petitioner by telephone.
 - placing an object on or delivering an object to property owned, leased, or occupied by the petitioner.
 - b. threatening to kill or physically injure the petitioner.
 - c. purchasing or possessing a firearm.
 - d. posting a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, pursuant to MCL 750.411s.
 - e. other: _____

Page added

6. Violation of this order subjects the respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty, respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.
7. **This order is effective when signed, enforceable immediately, and remains in effect until _____.**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If respondent violates this order in a jurisdiction other than this state, respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.
8. The court clerk shall file this order with _____ who will enter it into the LEIN.
9. Respondent may file a motion to modify or terminate this order. For ex parte orders, the motion must be filed within 14 days after being served with or receiving actual notice of the order. Forms and instructions are available from the clerk of court.
10. A motion to extend the order must be filed 3 days before the expiration date in item 7, or a new petition must be filed.



Judge signature and date

New format

Personal Protection Order (Nondomestic) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order, together with the attachments listed below, on:

I have attempted to serve a copy of the personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the personal protection order, together with

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC) <input type="checkbox"/> EX PARTE	CASE NO. and JUDGE
---	---	--------------------

ORI MI-	Court address	Court telephone no.
----------------	----------------------	----------------------------

A Petitioner's name <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address and telephone no.
--	---	--

B Full name of respondent (type or print)*	Driver's license number (if known)								
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">Height</td> <td style="width:10%;">Weight</td> <td style="width:10%;">Race*</td> <td style="width:10%;">Sex*</td> <td style="width:10%;">Date of birth or age*</td> <td style="width:10%;">Hair color</td> <td style="width:10%;">Eye color</td> <td style="width:30%;">Other identifying information</td> </tr> </table>	Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information	
Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information		

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful.

C Full name of respondent's parent, guardian, custodian (type or print)	Full name of respondent's parent, guardian, custodian (type or print)
Address and telephone no. if different from above	Address and telephone no. if different from above

Date: _____ Judge: _____

1. This order is entered without a hearing. after hearing.

THE COURT FINDS:

- 2. A petition requesting an order to restrain conduct prohibited under MCL 750.411h and MCL 750.411i and/or MCL 750.411s has been filed under the authority of MCL 600.2950a.
- 3. The respondent is less than 18 years of age, is unemancipated, and is **not** the minor child of the petitioner.
- 4. The petitioner is less than 18 years of age, is unemancipated, and is **not** the minor child of the respondent.
- 5. Petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from delay required to give notice or notice itself will precipitate adverse action before an order can be issued.
- 6. Respondent committed the following acts of willful, unconsented contact: (State the reasons for issuance.)

IT IS ORDERED:

7. _____ is prohibited from
Name _____
- a. stalking as defined under MCL 750.411h and MCL 750.411i, which includes but is not limited to
 - following or appearing within sight of the petitioner.
 - appearing at the workplace or the residence of the petitioner.
 - approaching or confronting the petitioner in a public place or on private property.
 - entering onto or remaining on property owned, leased, or occupied by the petitioner.
 - sending mail or other communications to the petitioner.
 - contacting the petitioner by telephone.
 - placing an object on or delivering an object to property owned, leased, or occupied by the petitioner.
 - b. threatening to kill or physically injure _____ Name _____
 - c. purchasing or possessing a firearm.
 - d. posting a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, pursuant to MCL 750.411s.
 - e. other: _____

8. a. If the respondent is 17 years of age or more, violation of this order subjects the respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty of a violation, the respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.

b. If the respondent is less than 17 years of age, violation of this order subjects the respondent to immediate apprehension or being taken into custody. If found guilty of a violation, the respondent shall be subject to the dispositional alternatives listed in MCL 712A.18.

9. **This order is effective when signed, enforceable immediately, and remains in effect until _____.**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If respondent violates this order in a jurisdiction other than this state, respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.

10. The court clerk shall file this order with _____, who will enter it into the LEIN.
Name of law enforcement agency

11. The respondent may file a motion to modify or terminate this order. If this is an ex parte order, the motion to modify or terminate this order and request for a hearing must be made within 14 days after the respondent has been served or has received actual notice of this order. Forms and instructions are available from the clerk of the court.

12. A motion to extend the order must be filed 3 days before the expiration date in item 9, or a new petition must be filed.

13. Other:

Judge signature and date

New format

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the personal protection order against a minor, together with

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type and print) _____

Added second POS for parent/guardian/custodian

Personal Protection Order Against a Minor (Nondomestic) (3/23)
Page 2 of 2

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed **ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received service of a copy of the personal protection order against a minor, together with

Attachments (if any) _____

Date and time _____

Respondent's parent/guardian/custodian signature _____

Name (type and print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	NOTICE OF HEARING ON PETITION FOR PERSONAL PROTECTION ORDER	CASE NO. and JUDGE
--	--	---------------------------

Court address Court telephone no.

A v

B TO:

C You are notified that the petitioner has requested a personal protection order be issued against you. A hearing has been scheduled to decide whether to issue the personal protection order.

Judge: _____
 Date: _____
 Time: _____
 Location: _____

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

If you do not attend this hearing, a personal protection order can still be entered against you.

D _____
 Date Signature

TO THE PETITIONER:

The respondent must be served with this notice at least one day before the hearing date if you are asking for a domestic relationship PPO (CC 375 or CC 375M) or a nondomestic stalking PPO (CC 377 or CC 377M). If you filed a petition for a nondomestic sexual assault PPO (CC 395 or CC 395M), the respondent must be served with this notice at least two days before the hearing.

If the respondent is under 18 years of age, you must also serve the parents, guardians, or custodians of the respondent.

New format

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the notice of hearing on petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the notice of hearing on petition for personal protection order, together with the attachments listed below, on:
- I have attempted to serve a copy of the notice of hearing on petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the notice of hearing on personal protection order, together with

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

Added second POS for parent/guardian/custodian

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the notice of hearing on petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the notice of hearing on petition for personal protection order, together with the attachments listed below, on:
- I have attempted to serve a copy of the notice of hearing on petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the notice of hearing on personal protection order, together with

Attachments (if any) _____

Date and time _____

Respondent's parent/guardian/custodian signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	MOTION TO SHOW CAUSE FOR VIOLATING VALID PERSONAL/ FOREIGN PROTECTION ORDER	(A) CASE NO. and JUDGE In the matter of contempt of _____
--	--	---

Court address _____ Court telephone no. _____

(B) Petitioner's name _____ Address and telephone no. where court can reach petitioner _____	v	Respondent's name, address and telephone no. _____
--	---	--

AFFIDAVIT AND MOTION

(C) 1. I am the protected party in a valid personal/foreign protection order dated _____ and issued by the _____ Court, case number _____. **Attached is a copy of that order and either proof of service on or notification to the respondent of that order.**

(D) 2. The respondent has violated the order by doing the following:
 Explain what has happened and include dates, times, and events (attach any supporting documents, such as a complaint filed with the police.)

3. I request the court to order the respondent to appear at a specified time to answer a contempt charge or to issue a bench warrant for the arrest of the respondent.

4. This affidavit is made on my personal knowledge and, if sworn as a witness, I can testify competently to the facts in this affidavit.

(E) _____
 Signature
 Subscribed and sworn to before me on _____
 Date

 Deputy clerk/Notary public signature

My commission expires on _____
 Name (type or print)

Notary public, State of Michigan, County of _____. Acting in the County of _____.
 This notarial act was performed using an electronic notarization system or a remote electronic notarization platform.

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	ORDER TO SHOW CAUSE FOR VIOLATING VALID PERSONAL/ FOREIGN PROTECTION ORDER	(A) CASE NO. and JUDGE In the matter of contempt of _____
--	---	---

Court address _____ Court telephone no. _____

(B) Petitioner's name <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address and telephone no.
--	---	--

The court has reviewed the motion to show cause dated _____ and
Date

IT IS ORDERED:

1. The respondent is ordered to appear before this court on _____ at
Date and time
- the court address above
 - courtroom number _____
 - _____

to show cause why the respondent should not be held in contempt for violating a valid personal/foreign protection order. Failure to appear for this contempt hearing may result in a bench warrant being issued for the respondent's arrest. The petitioner shall serve this motion and order on the respondent at least 7 days before the hearing date.

2. A bench warrant shall be issued for the respondent's arrest to answer a contempt charge for violating a valid personal/foreign protection order.

Judge signature and date

If you require accommodations to use the court because of disabilities, or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

New format

Order to Show Cause for Violating Valid Personal/Foreign Protection Order (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the motion and order to show cause for violating valid personal/foreign protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I personally served a copy of the motion and order to show cause for violating valid personal/foreign protection order, together with the attachments listed below, on:

I have attempted to serve a copy of the motion and order to show cause for violating valid personal/foreign protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the motion and order to show cause for violating valid personal/foreign protection order, together with

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PROOF OF SERVICE/ORAL NOTICE REGARDING PERSONAL PROTECTION ORDER	CASE NO. and Judge
--	---	---------------------------

Court address _____ Court telephone no. _____

Petitioner's name _____ Address and telephone no. where court can reach petitioner _____	v	Respondent's name _____ Address and telephone no. where court can reach respondent _____
---	---	---

PROOF OF SERVICE

I certify that on _____ I personally served _____
Date Respondent's name
 at _____
Address or location of service
 with a copy of the personal protection order issued on _____ by the _____
Date
 Circuit Court.

Date _____ Law enforcement agency _____ Address _____ City, state, zip _____ Telephone no. _____	Officer's signature _____ Name (type or print) _____ ID no. _____
---	--

Notary block removed

PROOF OF ORAL NOTICE

I certify that on _____ I orally notified _____ of
Date Respondent's name
 the existence of a personal protection order issued on _____ by the _____
Date

Circuit Court. I also certify that the respondent was advised of the following:

- the specific conduct enjoined.
- the penalties for violating the order.
- where the respondent could obtain a copy of the personal protection order.

Date _____ Law enforcement agency _____ Address _____ City, state, zip _____ Telephone no. _____	Officer's signature _____ Name (type or print) _____ ID no. _____
---	--



STATE OF MICHIGAN
JUDICIAL CIRCUIT
COUNTY

PETITION FOR PERSONAL
PROTECTION ORDER
(NONDOMESTIC SEXUAL ASSAULT)

CASE NO. and JUDGE

Court address

Court telephone no.

A	Petitioner's name Age	v	Respondent's name, address and telephone no. Age
	Address and telephone no. where court can reach petitioner		

1. The petitioner and respondent have never been married, resided in the same household together, had a child in common, or had a dating relationship with one another.

B 2. The respondent is required to carry a firearm in the course of his/her employment. Unknown.

C 3. a. There are are not other pending actions in this or any other court regarding the parties

Case number	Name of court, county, and state or province	Name of judge

b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge

- D** 4. I need a personal protection order because
- a. the respondent has been convicted of sexual assault against me (insert case number in item 3b.).
 - b. I am a minor and the respondent has been convicted of furnishing obscene material to me in violation of MCL 750.142 or a substantially similar law from another jurisdiction (insert case number in item 3b.).
 - c. I have a reasonable apprehension of sexual assault because the respondent has sexually assaulted me or threatened me with sexual assault. Explain what has happened (attach additional sheets).
 - d. I am a minor and the respondent has furnished obscene material to me. Explain what has happened (attach additional sheets).

Added page

- E** 5. I make this petition under the authority of MCL 600.2950a(2) and ask the court to grant a personal protection order prohibiting the respondent from
- entering onto property where I live.
 - entering onto property at _____
 - threatening to sexually assault, kill, or physically injure me or another named person _____
 - purchasing or possessing a firearm.
 - interfering with my efforts to remove my children or personal property from premises that are solely owned or leased by the respondent.
 - interfering with me at my place of employment or education or engaging in conduct that impairs my employment or educational relationship or environment.
 - following me or appearing within my sight.
 - approaching or confronting me in a public place or on private property.
 - appearing at my workplace or residence.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - contacting me by telephone.
 - sending mail or electronic communications to me.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.
 - posting an electronic message with the intent to cause others to contact me in a way that would make me feel terrorized, frightened, intimidated, threatened, harassed, or molested.
 - doing any other specific act or conduct that imposes upon or interferes with my personal liberty or that causes me a reasonable apprehension of violence or sexual assault, as follows: _____

F 6. I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

G 7. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

H _____
Date

Petitioner's/Next friend's signature

Name (type or print)

New format for process of service

Petition for Personal Protection Order (Nondomestic Sexual Assault) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order, together with the attachments listed below, on:

I have attempted to serve a copy of the petition for personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer, or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order, together with

Attachments (if any)	
Date and time	Respondent's signature
	Name (type or print)

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC SEXUAL ASSAULT)	CASE NO. and JUDGE
--	--	---------------------------

Court address **Court telephone no.**

<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">Petitioner's name</td> <td style="width:20%;">Age</td> </tr> <tr> <td colspan="2">Address and telephone no. where court can reach petitioner</td> </tr> </table>	Petitioner's name	Age	Address and telephone no. where court can reach petitioner		v	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:80%;">Respondent's name, address and telephone no.</td> <td style="width:20%;">Age</td> </tr> </table>	Respondent's name, address and telephone no.	Age
Petitioner's name	Age							
Address and telephone no. where court can reach petitioner								
Respondent's name, address and telephone no.	Age							

1. The petitioner and the respondent have never been husband and wife, resided in the same household together, had a child in common, or had a dating relationship with one another. The respondent is not the unemancipated minor child of the petitioner. The petitioner is not the unemancipated minor child of the respondent. The respondent is between 10 and 17 years of age.

B 2. a. There are are not other pending actions in this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

b. There are are not orders/judgments entered by this or any other court regarding the parties.

Case number	Name of court, county, and state or province	Name of judge
-------------	--	---------------

- C** 3. I need a personal protection order because
- a. the minor respondent is subject to an order of disposition or other adjudication based on sexual assault against me (insert case number in item 2a.).
 - b. I am a minor and the minor respondent is subject to an order of disposition or other adjudication based on furnishing obscene material to me in violation of MCL 750.142 or a substantially similar law from another jurisdiction (insert case number in item 2a.).
 - c. I have a reasonable apprehension of sexual assault because the minor respondent has sexually assaulted me or threatened me with sexual assault. Explain what has happened (attach additional sheets).
 - d. I am a minor and the minor respondent has furnished obscene material to me. Explain what has happened (attach additional sheets).

- D** 4. I make this petition under the authority of MCL 600.2950a(2) and ask the court to grant a personal protection order prohibiting the minor respondent from
- entering onto property where I live.
 - entering onto property at _____.
 - threatening to sexually assault, kill, or physically injure me or another named person _____.
 - purchasing or possessing a firearm.
 - interfering with my efforts to remove my children or personal property from premises that are solely owned or leased by the minor respondent.
 - interfering with me at my place of employment or education, or engaging in conduct that impairs my employment or educational relationship or environment.
 - following me or appearing within my sight.
 - approaching or confronting me in a public place or on private property.
 - appearing at my workplace or residence.
 - entering onto or remaining on property owned, leased, or occupied by me.
 - contacting me by telephone.
 - sending mail or electronic communications to me.
 - placing an object on or delivering an object to property owned, leased, or occupied by me.
 - posting an electronic message with the intent to cause others to contact me in a way that would make me feel terrorized, frightened, intimidated, threatened, harassed, or molested.
 - doing any other specific act or conduct that imposes upon or interferes with my personal liberty or that causes me a reasonable apprehension of violence or sexual assault, as follows:

E 5. I request an ex parte order because immediate and irreparable injury, loss, or damage will occur between now and a hearing or because notice itself will cause irreparable injury, loss, or damage before the order can be entered.

F 6. I have a next friend petitioning for me. I certify that the next friend is not disqualified by statute and is an adult.

G _____
Date

Petitioner's/Next friend's signature

Name (type or print)

New format for process of service

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor, together with _____ Attachments (if any) _____

Date and time	Respondent's signature
	Name (type or print)

Added second POS for parent/guardian/custodian

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the petition for personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the petition for personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the petition for personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the petition for personal protection order against a minor, together with _____ Attachments (if any) _____.

Date and time _____

Respondent's parent/guardian/custodian signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PERSONAL PROTECTION ORDER (NONDOMESTIC SEXUAL ASSAULT) <input type="checkbox"/> EX PARTE	CASE NO. and JUDGE
--	---	---------------------------

ORI MI- _____ Court address _____ Court telephone no. _____

A Petitioner's name _____ Address and telephone no. where court can reach petitioner _____	v	Respondent's name, address and telephone no. _____ _____ _____
--	---	--

B Full name of respondent (type or print)* _____	Driver's license number (if known) _____																
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">Height</td> <td style="width:10%;">Weight</td> <td style="width:10%;">Race*</td> <td style="width:10%;">Sex*</td> <td style="width:15%;">Date of birth or age*</td> <td style="width:10%;">Hair color</td> <td style="width:10%;">Eye color</td> <td style="width:35%;">Other identifying information</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information									
Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information										

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful.

Date: _____ Judge: _____ no hearing. after hearing.

- 1. A petition has been filed requesting an order under MCL 600.2950a(2).
- 2. The petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss, or damage will result from the delay required to give notice or the notice itself will precipitate adverse action before the order can be issued.
- 3. The respondent has been convicted of sexual assault against the petitioner as follows: _____
 The petitioner is a minor and the respondent has been convicted of furnishing obscene material to the petitioner in violation of MCL 750.142 or a substantially similar law from another jurisdiction as follows: _____
 The petitioner has a reasonable apprehension of sexual assault because the respondent has sexually assaulted the petitioner or threatened the petitioner with sexual assault.
 The petitioner is a minor and the respondent has furnished obscene material to the petitioner.
- 4. _____ is prohibited from
 - entering onto property where the petitioner lives.
 - entering onto property at _____.
 - threatening to sexually assault, kill, or physically injure the petitioner or a named individual.
 - purchasing or possessing a firearm.
 - interfering with the petitioner's efforts to remove the petitioner's children or personal property from premises that are solely owned or leased by the respondent.
 - interfering with the petitioner at the petitioner's place of employment or education, or engaging in conduct that impairs the petitioner's employment or educational relationship or environment.
 - following the petitioner or appearing within the petitioner's sight.
 - approaching or confronting the petitioner in a public place or on private property.
 - appearing at the petitioner's workplace or residence.
 - entering onto or remaining on property owned, leased, or occupied by the petitioner.
 - contacting the petitioner by telephone.
 - sending mail or electronic communications to the petitioner.
 - placing an object on or delivering an object to property owned, leased, or occupied by the petitioner.
 - posting an electronic message with the intent to cause others to contact the petitioner in a way that would make the petitioner feel terrorized, frightened, intimidated, threatened, harassed, or molested.
 - any other specific act or conduct that imposes upon or interferes with the petitioner's personal liberty or that causes a reasonable apprehension of violence or sexual assault, as follows: _____

Page added

5. Violation of this order subjects the respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty, the respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.
6. **This order is effective when signed, enforceable immediately, and remains in effect until _____.**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge and, upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If the respondent violates this order in a jurisdiction other than this state, the respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.
7. The court clerk shall file this order with _____, who will enter it into the LEIN.
8. For an ex parte order, the respondent may file a motion to modify or terminate the order within 14 days after being served with or receiving actual notice of the order. Forms and instructions are available from the clerk of the court.
9. A motion to extend the order must be filed 3 days before the expiration date in item 6 or a new petition must be filed.



Judge signature and date

New format for process of service

Personal Protection Order (Nondomestic Sexual Assault) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer, or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed **ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received **service of** a copy of the personal protection order, **together with**

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC SEXUAL ASSAULT) <input type="checkbox"/> EX PARTE	CASE NO. and JUDGE
--	--	---------------------------

ORI MI-	Court address	Court telephone no.
----------------	----------------------	----------------------------

A Petitioner's name <hr/> Address and telephone no. where court can reach petitioner	v	Respondent's name, address and telephone no.
--	----------	--

B Full name of respondent (type or print)*							Driver's license number (if known)
Height	Weight	Race*	Sex*	Date of birth or age*	Hair color	Eye color	Other identifying information

*These items **must** be filled in for the police/sheriff to enter on LEIN; the other items are not required but are helpful.

C Full name of respondent's parent, guardian, custodian (type or print)	Full name of respondent's parent, guardian, custodian (type or print)
Address and telephone no. if different from above	Address and telephone no. if different from above

Date: _____ Judge: _____

1. This order is entered without a hearing. after hearing.

THE COURT FINDS:

- 2. A petition has been filed requesting an order under MCL 600.2950a(2).
- 3. The respondent is less than 18 years of age.
 - The minor respondent is unemancipated and is not the minor child of the minor petitioner.
- 4. The petitioner is less than 18 years of age, is unemancipated, and is not the minor child of the minor respondent.
- 5. The petitioner requested an ex parte order, which should be entered without notice because irreparable injury, loss or damage will result from delay required to give notice or notice itself will precipitate adverse action before an order can be issued.
- 6. The minor respondent has been subject to an order of disposition or other adjudication based on sexual assault of the petitioner as follows: _____
 - The petitioner has a reasonable apprehension of sexual assault because the minor respondent has sexually assaulted the petitioner or threatened the petitioner with sexual assault.
 - The petitioner is a minor and the minor respondent has been subject to an order of disposition or other adjudication based on furnishing obscene material to the petitioner in violation of MCL 750.142 or a substantially similar law from another jurisdiction as follows: _____
 - The petitioner is a minor and the minor respondent has furnished obscene material to the petitioner.

IT IS ORDERED:

7. _____ is prohibited from

- entering onto property where the petitioner lives.
- entering onto property at _____
Date _____
- threatening to sexually assault, kill, or physically injure the petitioner or a named individual.
- purchasing or possessing a firearm.
- interfering with the petitioner's efforts to remove the petitioner's children or personal property from premises that are solely owned or leased by the respondent.
- interfering with the petitioner at the petitioner's place of employment or education, or engaging in conduct that impairs the petitioner's employment or educational relationship or environment.
- following the petitioner or appearing within the petitioner's sight.
- approaching or confronting the petitioner in a public place or on private property.
- appearing at the petitioner's workplace or residence.
- entering onto or remaining on property owned, leased, or occupied by the petitioner.
- contacting the petitioner by telephone.
- sending mail or electronic communications to the petitioner.
- placing an object on or delivering an object to property owned, leased, or occupied by the petitioner.
- posting an electronic message with the intent to cause others to contact the petitioner in a way that would make the petitioner feel terrorized, frightened, intimidated, threatened, harassed, or molested.
- any other specific act or conduct that imposes upon or interferes with the petitioner's personal liberty or that cause a reasonable apprehension of violence or sexual assault, as follows: _____

8. a. If the minor respondent is 17 years of age or more, violation of this order subjects the minor respondent to immediate arrest and to the civil and criminal contempt powers of the court. If found guilty of a violation, the respondent shall be imprisoned for not more than 93 days and may be fined not more than \$500.00.
- b. If the minor respondent is less than 17 years of age, violation this order subjects the minor respondent to immediate apprehension or being taken into custody. If found guilty of a violation, the respondent shall be subject to the dispositional alternatives listed in MCL 712A.18.

9. **This order is effective when signed, enforceable immediately, and remains in effect until _____.**
This order is enforceable anywhere in this state by any law enforcement agency when signed by a judge, and upon service, may also be enforced by another state, an Indian tribe, or a territory of the United States. If the minor respondent violates this order in a jurisdiction other than this state, the minor respondent is subject to enforcement and penalties of the state, Indian tribe, or United States territory under whose jurisdiction the violation occurred.

10. The court clerk shall file this order with _____,
who will enter it into the LEIN. Name of law enforcement agency

11. For an ex parte order, the minor respondent may file a motion to modify or terminate the order within 14 days after being served with or receiving actual notice of the order. Forms and instructions are available from the clerk of the court.

12. A motion to extend the order must be filed 3 days before the expiration date in item 9 or a new petition must be filed.

13. Other:



Judge signature and date



New format

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** the personal protection order against a minor, **together with**

Attachments (if any) _____

Date and time _____

Respondent's signature _____

Name (type or print) _____

Added second POS for parent/guardian/custodian

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the personal protection order against a minor and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the respondent's parent/guardian/custodian (copy of return receipt attached) a copy of the personal protection order against a minor, together with the attachments listed below, on:
- I have attempted to serve a copy of the personal protection order against a minor, together with the attachments listed below, and have been unable to complete service on:

Respondent's parent/guardian/custodian name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received **service of** a copy of the personal protection order against a minor, **together with**

Attachments (if any)	
Date and time	Respondent's parent/guardian/custodian signature
	Name (type or print)

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	NOTICE OF REQUEST TO ENTER CONSENT JUDGMENT/ORDER	CASE NO. and JUDGE
--	--	---------------------------

Court address _____ Court telephone no. _____

In the matter of _____ and _____
Party A Party B

Party A's address and telephone no.

Party B's address and telephone no.

Party A's attorney, bar no., address, and telephone no.

Party B's attorney, bar no., address, and telephone no.

In the name of the people of the State of Michigan:

- A proposed consent judgment/order has been presented to the court for entry.
- The court will hold a hearing to enter this judgment/order on:
Date and time: _____
Location: _____

The hearing will be held in accordance with MCR 3.210(E) after any applicable statutory waiting period has concluded. Both parties must be present for this hearing in accordance with MCR 3.223(D).
- If either party objects to this summary proceeding at any time before entry of the proposed consent judgment/order, the case will be dismissed.
- This notice was issued on _____ .
Date

Note: This document must be sealed by the seal of the court. Party A is responsible for serving this document on the other party in accordance with MCR 2.103 and MCR 2.105.

New format

Notice of Request to Enter Consent Judgment/Order (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the notice of request to enter consent judgment/order and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to party B (copy of return receipt attached) a copy of the notice of request to enter consent judgment/order, together with the attachments listed below, on:

I have attempted to serve a copy of the notice of request to enter consent judgment/order, together with the attachments listed below, and have been unable to complete service on:

Party B's name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature

Name (type or print)

ACKNOWLEDGMENT OF SERVICE

Notary block removed

I acknowledge that I have received service of a copy of the notice of request to enter consent judgment/order, together

with _____
Attachments (if any) _____

Date and time

Party B's signature

Name (type or print)

Form CC 375

PETITION FOR PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)

Use this form if the person you want restrained is 18 years of age or older and:

1) if you are married to the person you want restrained;

or

2) if you are not married to the person you want restrained but you live with or have lived with him or her and he or she is not your unemancipated minor child;

or

3) if you and the person you want restrained have a child in common even if you were never married to one another or never lived together;

or

4) if you and the person you want restrained have or had a dating relationship.

INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER"

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which can be issued without waiting for a hearing.

Items A through I must be completed before your petition can be filed with the court. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- A** Write **your** name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your age. Write the name, address, telephone number, and age of the person you want restrained in the "respondent" box. **If you want your address and telephone number to be kept from the other party, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- B** Check the boxes that best describe your relationship with the respondent.
- C** Check the box if the respondent is required to carry a firearm while at work. If you aren't sure, check the box "unknown."
- D** Check whether there is a pending case between you and the respondent. Examples of a case are: divorce, separate maintenance, support, paternity, child support, other personal protection actions, etc. If there is a pending case, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.

Check whether there are any court orders or judgments between you and the respondent. Examples of orders are divorce judgments, parenting time (visitation) orders, custody orders, other personal protection orders, etc. If there are other court orders or judgments, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.

- E** **Explain in** as much **detail** as possible why you are asking for a personal protection order. Describe what has happened or what has been threatened so the judge has enough facts to decide if a personal protection order should be signed. Include dates and places. Write on a separate sheet of paper and attach it to this form.
- F** **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting. On the lines after each item you check, fill in the requested information such as names, addresses, or specific types of activity you do not want allowed. Check item "5.b" only if you want to keep the other party from entering onto property other than your home (for example, school, work, etc.). Check item "5.e" only if there have been two or more acts of harassment. If you want the court to order that any records that exist which contain information about yourself or your minor children be kept confidential, state that in box "5.i." Examples of such records are school reports that the respondent would normally have access to.
- G** An "ex parte order" means you do not have to let the respondent know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting a personal protection order.

If you do not need to check the "ex parte" box, you must have a court hearing. Fill out form CC 381.

- H** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.
- I** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 375M

PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (DOMESTIC RELATIONSHIP)

Use this form if the person you want restrained is less than 18 but at least 10 years of age and:

1) if you live with or have lived with the person you want restrained and that person is not your unemancipated minor child;

or

2) if you and the person you want restrained have a child in common even if you were never married to one another or never lived together;

or

3) if you and the person you want restrained have or had a dating relationship.

INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR"

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the minor respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which can be issued without waiting for a hearing.

Items A through J must be completed before your petition can be filed with the court. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- A** Write **your** name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your age. Write the name, address, telephone number, and age of the person you want restrained in the "Respondent" box. **If you want your address and telephone number to be kept from the other party, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- B** - **D** Check the boxes that best describe your relationship with the respondent.
- E** Check whether there is a pending case between you and the respondent. Examples of a case are: support, paternity, child support, other personal protection actions, etc. If there is a pending case, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.
- Check whether there are any court orders or judgments between you and the respondent. Examples of orders are parenting time (visitation) orders, custody orders, other personal protection orders, etc. If there are other court orders or judgments, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.
- F** **Explain in** as much **detail** as possible why you are asking for a personal protection order. Describe what has happened or what has been threatened so the judge has enough facts to decide if a personal protection order should be signed. Include dates and places. Write on a separate sheet of paper and attach it to this form.
- G** **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting. On the lines after each item you check, fill in the requested information such as names, addresses, or specific types of activity you do not want allowed. Check item "6.b" only if you want to keep the other party from entering onto property other than your home (for example, school, work, etc.). Check item "6.e" only if there have been two or more acts of harassment. If you want the court to order that any records that exist which contain information about yourself or your minor children be kept confidential, state that in box "6.i." Examples of such records are school reports that the respondent would normally have access to.
- H** An "ex parte order" means you do not have to let the respondent know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting a personal protection order.
- If you do not need to check the "ex parte" box, you must have a court hearing. Fill out form CC 381.
- I** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.
- J** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

NOTE: There are only five copies of this form. You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 376

PERSONAL PROTECTION ORDER (DOMESTIC RELATIONSHIP)

Use this form if you filled out form CC 375, Petition for Personal Protection Order.

INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER"

Please print neatly. Press firmly because you are printing on six copies.

Items A through D must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- (A)** If you checked box **(G)** on form CC 375, check the box "Ex Parte."
- (B)** Fill in the "Case No." from form CC 375.
- (C)** Fill in the "petitioner" information the same way you did on form CC 375. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- (D)** Write in the respondent's information and as much of the other information as you know. This information will help the police to identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN).**

The court will complete the rest of this form.

Important:

If the respondent violates this personal protection order and is arrested, the court will set a date, time, and place for a hearing on the charges against the respondent to be held within 72 hours after arrest. The court or prosecutor is responsible for giving you notice of this hearing. If you are not notified within 24 hours of the arrest, contact the judge who signed this order. If a hearing is not held within 72 hours, the respondent may be released from jail after posting bond pending the hearing.

If the respondent violates this personal protection order and there is no arrest, use form CC 382, Motion and Order to Show Cause for Violating Personal Protection Order. This form is available from the circuit court clerk.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 376M

**PERSONAL PROTECTION ORDER
AGAINST A MINOR
(DOMESTIC RELATIONSHIP)**

Use this form if you filled out Form CC 375M, Petition for Personal Protection Order Against a Minor.

INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER AGAINST A MINOR"

Please print neatly. Press firmly since you are printing on 6 copies.

Items A through E must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- A** If you checked box **H** on Form CC 375M, check the box "Ex Parte."
- B** Fill in the "Case No." from Form CC 375M.
- C** Fill in the "petitioner" and "respondent" the same way you did on Form CC 375M. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- D** Write in the respondent's name and as much of the other information as you know. This information will help the police to identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN).**
- E** Write in the name(s) and address(es) of the respondent's parent(s), guardian(s), or custodian(s).

The court will complete the rest of this form.

NOTE: You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 377

PETITION FOR PERSONAL PROTECTION ORDER (NONDOMESTIC)

Use this form if you want an order to restrain another person over the age of 18 **and you do not have a domestic relationship to this person.**

INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER (NONDOMESTIC)"

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which will be issued without waiting for a hearing.

Items A through H must be completed before your petition can be filed with the court. Please read the instructions for each item. Then fill in the correct information for that item on the form.

A Write **your** name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your age. Write the name, address, and telephone number of the person you want restrained in the "Respondent" box; if he or she is under 18 years of age, write in his/her age. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**

B Check the box if the respondent is required to carry a firearm while at work. If you aren't sure, check the box "unknown."

C Check whether there is a pending action between you and the respondent. If there is, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.

Check whether there are any court orders or judgments between you and the respondent. If there are, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.

D **Explain in** as much **detail** as possible why you are asking for a personal protection order. Describe what has happened or what has been threatened so the judge has enough facts to decide if a personal protection order should be signed. If you want to prohibit stalking, you must detail two or more separate instances of harassment (unconsented contact) that caused you to feel terrorized, frightened, intimidated, threatened, harassed, or molested. Include dates and places. Write on a separate sheet of paper and attach it to this form. If you only want to prohibit the posting of a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, you must detail what caused you to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

E **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting. Check box a only if you provided details in item 4 that support an order against stalking.

F An "ex parte order" means you do not have to let the party know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting an ex parte personal protection order.

If you do not check the box for an ex parte order, you must have a court hearing. Fill out form CC 381.

G If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.

H Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 377M

PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC)

Use this form if you want an order to restrain a person under the age of 18 but at least 10 years of age and you do not have a domestic relationship to this person.

**INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER
AGAINST A MINOR (NONDOMESTIC)"**

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which will be issued without waiting for a hearing.

Items A through G must be completed before your petition can be filed with the court. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- A** Write **your** name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your age. Write the name, address, and telephone number and age of the person you want restrained in the "Respondent" box. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- B** Check whether there is a pending action between you and the respondent. If there is, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.
- Check whether there are any court orders or judgments between you and the respondent. If there are, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.
- C** **Explain in as much detail** as possible why you are asking for a personal protection order. Describe what has happened or what has been threatened so the judge has enough facts to decide if a personal protection order should be signed. If you want to prohibit stalking, you must detail two or more separate instances of harassment (unconsented contact) that caused you to feel terrorized, frightened, intimidated, threatened, harassed, or molested. Include dates and places. Write on a separate sheet of paper and attach it to this form. If you only want to prohibit the posting of a message through the use of any medium of communication, including the Internet or a computer or any electronic medium, you must detail what caused you to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
- D** **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting. Check box a only if you provided details in item 3 that support an order against stalking.
- E** An "ex parte order" means you do not have to let the party know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting an ex parte personal protection order.
- If you do not check the box for an ex parte order, you must have a court hearing. Fill out form CC 381.
- F** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.
- G** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

NOTE: You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 379

MOTION TO MODIFY, EXTEND, OR TERMINATE PERSONAL PROTECTION ORDER

Use this form if you want the court to modify, extend, or terminate the personal protection order.

INSTRUCTIONS FOR COMPLETING "MOTION TO MODIFY, EXTEND, OR TERMINATE PERSONAL PROTECTION ORDER"

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking the court to modify, extend, or terminate a personal protection order.

Items A through E must be completed before your motion can be filed with the court. Please read the instruction for each item. Then fill in the correct information for that item on the form.

- (A)** Fill in the "Case No." the same way it appears on form CC 376 or CC 380.
- (B)** Fill in the "petitioner" and "respondent" and addresses the same way they appear on form CC 376 or CC 380, including the ages of the "petitioner" and "respondent" if either is under the age of 18.
- (C)** Write in the same date that form CC 376 or CC 380 was signed by the judge. That date is in the lower right hand corner of form CC 376 or CC 380.
- (D)** If you are the person the protection order is against, check item 2a. Also check either the box "modify" if you want the court to change something in the order or check the box "terminate" if you want the court to terminate the entire order. Then explain why you want the order changed or terminated. If the order was issued without a hearing (ex parte), you may file a motion and request a hearing within 14 days after being served with, or receiving actual notice of, the order. If the order was issued ex parte and more than 14 days have passed, you must show good cause for the motion. If the order was issued after a full hearing, you must show good cause for the motion. See MCR 3.707(A)(1)(b).

If you are the person who is protected by the order, you can check either item 2b or item 2c. Check item 2b if you want the court to change something in the order. Check item 2c if you want the court to extend the expiration date of the order or terminate the entire order. Then explain why you want the order extended or terminated. To extend the expiration date of the order, you must file this motion no later than 3 days before the order expires.
- (E)** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form.
- (F)** Write in today's date and sign the form.
- (G)** If you checked box 2a or box 2b in **(D)** you must get a hearing date. Ask the clerk to schedule a hearing. The clerk will give you the information you need to fill out this part of the form. If you checked box 2c and the judge terminates the order without a hearing, skip the instructions below in **(H)**. If you checked box 2c and the judge will not terminate the order without a hearing, follow the instructions below in **(H)**.
- (H)** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will keep two copies and return the **remaining** copies to you.

You must serve the other party with a copy of this form. If there is a hearing scheduled, you must serve this form at least 7 days before the hearing date unless the respondent is a law enforcement officer or a person required to carry a firearm as a condition of employment. In that situation, you must serve this form at least 5 days before the hearing date.

If a hearing was scheduled, make sure you attend the hearing. Take a blank copy of form CC 376 or CC 380 with you to the hearing. If a hearing was not scheduled, the court will notify the law enforcement agency to make changes to LEIN as stated in the order.

If you asked for a modified order and it is granted by the judge, you will need to fill out form CC 376 or CC 380, get it signed, and serve it on the other party.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 380

PERSONAL PROTECTION ORDER (NONDOMESTIC)

Use this form if you filled out form CC 377, Petition for Personal Protection Order (Nondomestic).

INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER (NONDOMESTIC)"

Please print neatly.

Items A and B must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- A** Fill in the "petitioner" and "respondent" the same way you did on form CC 377. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- B** Write in the respondent's name and as much of the other information as you know. This information will help the police identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN).**

The court will complete the rest of this form.

Important:

If the respondent violates this personal protection order and is arrested, the court will set a date, time, and place for a hearing on the charges against the respondent to be held within 72 hours after arrest. The court or prosecutor is responsible for giving you notice of this hearing. If you are not notified within 24 hours of the arrest, contact the court that issued this order. If a hearing is not held within 72 hours, the respondent may be released from jail after posting bond pending the hearing.

If the respondent violates this personal protection order and there is no arrest, use form CC 382, Motion and Order to Show Cause for Violating Personal/Foreign Protection Order. This form is available from the circuit court clerk.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 380M

**PERSONAL PROTECTION ORDER
AGAINST A MINOR
(NONDOMESTIC)**

Use this form if you filled out form CC 377M, Petition for Personal Protection Order Against a Minor.

**INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER
AGAINST A MINOR (NONDOMESTIC)"**

Please print neatly.

Items A through C must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- (A)** Fill in the "petitioner" and "respondent" the same way you did on form CC 377M. **If you want your address and telephone number to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- (B)** Write in the respondent's name and as much of the other information as you know. This information will help the police identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter and order on the Law Enforcement Information Network (LEIN).**
- (C)** Write in the name(s) and address(es) of the respondent's parent(s), guardian(s), or custodian(s).

The court will complete the rest of this form.

NOTE: You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 381

NOTICE OF HEARING ON PETITION FOR PERSONAL PROTECTION ORDER

Use this form if you did not request an “ex parte” order or the judge refuses to issue an order without a hearing.

INSTRUCTIONS FOR COMPLETING "NOTICE OF HEARING ON PETITION FOR PERSONAL PROTECTION ORDER"

Use this form if you did not request an “ex parte” order or the judge refused to sign an order without a hearing.

Please print clearly.

Items A through D must be completed before you give this form to the court clerk. Please read the instruction for each item. Then fill in the correct information for that item on the form.

- A** Fill in the “petitioner” and “respondent” the same way you did on form CC 375, CC 375m, CC 377, CC 377m, CC 395, or CC 395m.
- B** Write in the respondent’s name and address.
- C** Write in the name of the judge, the date of the hearing, the time of the hearing, and the location of the hearing. The court clerk will tell you this information.
- D** Write in today’s date and sign your name. Hand the form to the **court** clerk.

NOTE: You will need enough copies of the form for everyone on the distribution list. Be sure to make extra copies of this form for each parent, guardian, or custodian of the respondent.

The court clerk will make sure that the judge receives your petition and this form.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 382

Motion and Order to Show Cause for Violating Valid Personal/Foreign Protection Order

Use this form if the respondent has violated a valid personal/foreign protection order and has not been arrested and you want the court to order him/her into court to answer to a contempt charge.

INSTRUCTIONS FOR COMPLETING "MOTION AND ORDER TO SHOW CAUSE FOR VIOLATING VALID PERSONAL/FOREIGN PROTECTION ORDER"

Use this form if the respondent has violated your valid personal/foreign protection order and you want the court to order him/her into court to answer a contempt charge.

Please print clearly.

Items A through E must be completed before you give this form to the court clerk. Please read the instruction for each item. Then fill in the correct information for that item on the form.

- A** Fill in the case number only if you are filing this form in the same court where you got your order. If you are filing this form in a court other than the one that gave you your valid personal/foreign protection order, the clerk will enter the name of the respondent in this space.
- B** Fill in the "petitioner" and "respondent" name, address, and telephone number as it appears in your order (i.e. form CC 376 or CC 380). Do **not** include the respondent's driver's license number or date of birth.
- C** Write in the date of your valid personal/foreign protection order, the name of the court that signed your order, and the name of the judge who signed the order. Get this information from your order. You must attach a copy of your valid personal/foreign protection order and either proof of service on or notification to the respondent of this order. If you don't have a copy of your order, ask the clerk for a copy. There may be a copy fee.
- D** **Explain in** as much **detail** as possible what the respondent has done to violate the personal/foreign protection order. You must attach any supporting documents. Make four copies of all supporting documents.
- E** Sign your name in front of a notary public. Take the form and the supporting documents to the county clerk. The clerk will keep one copy and a set of the supporting documents and return the remaining copies and supporting documents to you.

What to do next

1. Ask the county clerk for instructions for getting the motion and order to the judge. You need four copies of the form and one set of supporting documents for the judge. Keep one copy and the remaining two sets of supporting documents for yourself until you get a copy back. Ask when to come back for the signed order.
2. Pick up the order on the day and time you were told to pick up the order. When you leave, you should have three copies.
3. You must have one copy with one set of supporting documents personally served on the respondent at least 7 days before the hearing.
4. If the respondent is under 18 years of age, additional copies must be served on the respondent's parent(s), guardian(s), or custodian(s) at the addresses found on the proof of service of the protection order.
5. Have the process server return to the county clerk's office with the proof of service. Make sure you keep one copy and one set of supporting documents for yourself.
6. Attend the hearing.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 395

PETITION FOR PERSONAL PROTECTION ORDER (NONDOMESTIC SEXUAL ASSAULT)

Use this form if you want an order to restrain another person over the age of 18 from sexually assaulting you or threatening to sexually assault you, **you do not have a domestic relationship to this person**, and that person has:

1) previously been convicted of a sexual assault against you,

or

2) subjected you to, threatened you with, or placed you in reasonable apprehension of sexual assault,

or

3) previously been convicted of furnishing you, a minor, with obscene material

or

4) furnished you, a minor, with obscene material.

**INSTRUCTIONS FOR COMPLETING "PETITION FOR PERSONAL PROTECTION ORDER
(NONDOMESTIC SEXUAL ASSAULT)"**

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an "ex parte" order, which will be issued without waiting for a hearing. Items A through H must be completed before your petition can be filed with the court. Please read the instruction for each item. Then fill in the correct information for that item on the form.

- A** Write **your** name, address, and telephone number in the "Petitioner" box. If you are under 18 years of age, write in your your age. Write the name, address, and telephone number of the person you want restrained in the "Respondent" box. **If you want the address and telephone number where you live to be kept from the respondent, do not write that address here. Write the address of a relative or friend or a post office box where the court can contact you.**
- B** Check the box if the respondent is required to carry a firearm at work. If you aren't sure, check the box "unknown."
- C** Check in item 3.a. whether there is a pending action between you and the respondent. If there is, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.
- Check in item 3.b. whether there are any court orders or judgments between you and the respondent. If there are, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.
- D** Check each box that explains why you need a personal protection order. If you checked item 4.c. or 4.d., explain in as much detail as possible why you are asking for a personal protection order. Describe what has happened, what has been threatened, or what obscene material has been furnished to you, so the judge has enough facts to decide if a personal protection order should be signed. Include dates and places. Write on a separate sheet of paper and attach it to this form.
- E** **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting.
- F** An "ex parte order" means you do not have to let the party know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an "ex parte order" if you believe the other party might hurt you or threaten you if he or she found out you were getting an ex parte personal protection order.
- If you do not check the box for an ex parte order, you must have a court hearing. Fill out form CC 381.
- G** If you are under 18 years old, you may need an adult (called a "next friend") to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.
- H** Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 395M

**PETITION FOR
PERSONAL PROTECTION ORDER
AGAINST A MINOR
(NONDOMESTIC SEXUAL ASSAULT)**

Use this form if you want an order to restrain a person under the age of 18 from sexually assaulting you or threatening to sexually assault you, **you do not have a domestic relationship to this person**, and that person:

1) is subject to an order of disposition or other adjudication based on a sexual assault against you,

or

2) has subjected you to, threatened you with, or placed you in reasonable apprehension of sexual assault,

or

3) is subject to an order of disposition or other adjudication based on furnishing you, a minor, with obscene material,

or

4) has furnished you, a minor, with obscene material.

INSTRUCTIONS FOR COMPLETING “PETITION FOR PERSONAL PROTECTION ORDER AGAINST A MINOR (NONDOMESTIC SEXUAL ASSAULT)”

Please print neatly. Press firmly because you are printing on five copies.

By filling in this form, you are asking for a personal protection order that tells the respondent not to do certain things you don't want him or her to do. **If you are in immediate danger**, you should ask the judge for an “ex parte” order, which will be issued without waiting for a hearing. Items A through G must be completed before your petition can be filed with the court. Please read the instruction for each item. Then fill in the correct information for that item on the form.

A Write **your** name, address, and telephone number in the “Petitioner” box. If you are under 18 years of age, write in your age. Write the name, address, and telephone number and age of the person you want restrained in the “Respondent” box. **If you want the address and telephone number where you live to be kept from the respondent, do not write that address here. Put in the address of a relative or friend or a post office box where the court can contact you.**

B Check in item 2.a. whether there is a pending action between you and the respondent. If there is, fill in the case number, the name of the court, the county, and the state or province where the action was filed, and the name of the judge.

Check in item 2.b. whether there are any court orders or judgments between you and the respondent. If there are, fill in the case number, the name of the court, the county, and the state or province where the order or judgment was entered, and the name of the judge that signed the order.

C Check the box that explains why you need a personal protection order. **If you checked item 3.c. or 3.d., explain in as much detail** as possible why you are asking for a personal protection order. Describe what has happened, what has been threatened, or what obscene material has been furnished to you, so the judge has enough facts to decide if a personal protection order should be signed. Include dates and places. Write on a separate sheet of paper and attach it to this form.

D **Check only those boxes** you need because you must be able to convince the judge you need all the protection you are requesting.

E An “ex parte order” means you do not have to let the other party know in advance that you are asking the court for an order and you do not have to wait for a court hearing to get the order. Check the box for an “ex parte order” if you believe the other party might hurt you or threaten you if he or she found out you were getting an ex parte personal protection order.

If you do not check the box for an ex parte order, you must have a court hearing. Fill out form CC 381.

F If you are under 18 years old, you may need an adult (called a “next friend”) to petition for you. Check this box if you have a next friend helping you file this form, and have the next friend sign the petition.

G Write in today's date and sign the form. Hand the form to the county clerk. The clerk will fill in the rest of the information and will give you your copies.

NOTE: There are only five copies of this form. You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, [visit www.michiganlegalhelp.org](http://www.michiganlegalhelp.org).

Form CC 396

PERSONAL PROTECTION ORDER (NONDOMESTIC SEXUAL ASSAULT)

Use this form if you filled out form CC 395, Petition for Personal Protection Order (Nondomestic Sexual Assault).

**INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER
(NONDOMESTIC SEXUAL ASSAULT)"**

Please print neatly. Press firmly because you are printing on six copies.

Items A and B must be completed before you give this form to the court clerk. Please read the instruction for each item. Then fill in the correct information for that item on the form.

- A** Fill in the "petitioner" and "respondent" the same way you did on form CC 395. **If you want your address and telephone number where you live to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**

- B** Write in the respondent's name and as much of the other information about the respondent as you know. This information will help the police to identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN).**

The court will complete the rest of this form.

Important:

If the respondent violates this personal protection order and is arrested, the court will set a date, time, and place for a hearing on the charges against the respondent to be held within 72 hours after arrest. The court or prosecutor is responsible for giving you notice of this hearing. If you are not notified within 24 hours of the arrest, contact the court that issued this order. If a hearing is not held within 72 hours, the respondent may be released from jail after posting bond pending the hearing.

If the respondent violates this personal protection order and there is no arrest, use form CC 382, Motion and Order to Show Cause for Violating Personal/Foreign Protection Order. This form is available from the circuit court clerk.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

Form CC 396M

**PERSONAL PROTECTION ORDER
AGAINST A MINOR
(NONDOMESTIC SEXUAL ASSAULT)**

Use this form if you filled out form CC 395M, Petition for Personal Protection Order Against a Minor (Nondomestic Sexual Assault).

**INSTRUCTIONS FOR COMPLETING "PERSONAL PROTECTION ORDER AGAINST A MINOR
(NONDOMESTIC SEXUAL ASSAULT)"**

Please print neatly.

Items A through C must be completed before you give this form to the court clerk. Please read the instructions for each item. Then fill in the correct information for that item on the form.

- (A)** Fill in the "petitioner" and "respondent" the same way you did on form CC 397M. **If you want your address and telephone number where you live to be kept from the respondent, do not write your address here. Put in the address of a relative or friend or a post office box where the court can contact you.**
- (B)** Write in the respondent's name and as much of the other information about the respondent as you know. This information will help the police identify the respondent if he or she disobeys the restraining order. Be sure to identify the respondent accurately. **The race, sex, and date of birth are required for law enforcement to enter an order on the Law Enforcement Information Network (LEIN).**
- (C)** Write in the name(s) and address(es) of the respondent's parent(s), guardian(s), or custodian(s).

The court will complete the rest of this form.

NOTE: You will need to make extra copies of this form for each parent, guardian, or custodian of the respondent.

For more information about personal protection orders, visit www.michiganlegalhelp.org.

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	SUMMONS: ORDER TO APPEAR (DELINQUENCY PROCEEDINGS)/ (PERSONAL PROTECTION PROCEEDINGS)	CASE NO. PETITION NO. JUDGE
Court address		Court telephone no.

In the matter of _____
 First and last name(s), alias(es)

1. TO: _____

L _____

2. **YOU AND THE JUVENILE ARE ORDERED** to appear in person before the court for a hearing on the allegations in the attached petition(s).

3. The date, time, and place of the hearing are:

4. The purpose of the hearing is

- to decide, **at a trial**, whether the juvenile is guilty or not guilty of the offense(s) in the petition.
- to decide whether the court will waive jurisdiction over the juvenile so that the state may try the juvenile on a felony charge as an adult.
- to decide whether the juvenile should be found in contempt of court for violating a minor personal protection order.
- other:

5. **RIGHT TO ATTORNEY:** The juvenile has the right to be represented by an attorney. If the juvenile wants an attorney, you should hire one immediately so the attorney will be ready on the hearing date. If you or those responsible for the juvenile's support are not financially able to or refuse to provide an attorney, the court should be contacted immediately about an appointed attorney.

6. **RIGHT TO TRIAL BY JURY:** If the juvenile wants a jury to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to jury trial or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial.

7. **RIGHT TO TRIAL BY JUDGE:** Either a judge or a referee may decide the facts at a trial without a jury. If the juvenile wants a judge to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to a judge or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial.

8. **PROBATION VIOLATION HEARING/MINOR PERSONAL PROTECTION ORDER VIOLATION HEARING:** The juvenile may be represented by an attorney, may remain silent, may confront and cross-examine witnesses against him/her, and may present witnesses in his/her favor although **the juvenile is not entitled to a jury at the hearing**.

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

FAILURE TO APPEAR may subject you to the penalty for contempt of court, and an order may be issued for the juvenile's apprehension and detention.

 Judge signature and date

New format

Summons: Order to Appear (Delinquency Proceedings)/(Personal Protection Proceedings) (3/23) Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and petition in accordance with MCR 3.920(B)(5) and the instructions of the court and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally a copy of the summons and petition, together with the attachments listed below, on:
- I have attempted to serve a copy of the summons and petition, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and petition, together with

Attachments (if any) _____

Date and time _____

Signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	SUMMONS: ORDER TO APPEAR (CHILD PROTECTIVE PROCEEDINGS)	CASE NO. PETITION NO. JUDGE
--	--	--

Court address _____

Court telephone no. _____

In the matter of _____
First and last name(s), alias(es)

1. TO: _____

L _____ J

2. **YOU ARE ORDERED** to appear in person before the court for a hearing on the allegations in the attached petition. The appearance of the child(ren) named above is is not necessary.

3. The date, time, and place of the hearing are:

4. The purpose of the hearing is

- to decide, **at a trial**, whether one or more of the statutory grounds alleged in the petition are true.
- to rule on a request that your parental rights over the child(ren) be terminated.
- to decide if you are the father of the child(ren) named above.
- other:

5. **RIGHT TO ATTORNEY:** As a respondent you have the right to be represented by an attorney. If you want an attorney, you should hire one immediately so the attorney will be ready on the hearing date. If you want an attorney but are not financially able to hire an attorney, you should contact the court immediately about a court-appointed attorney.

6. **RIGHT TO TRIAL BY JURY:** If you want a jury to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to jury trial or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial. **There is no right to a jury at a termination of parental rights hearing.**

7. **RIGHT TO TRIAL BY JUDGE:** Either a judge or a referee may decide the facts at a trial without a jury. If you want a judge to decide the facts **at the trial**, you must file a written request with the court within 14 days after the court gives notice of the right to a judge or 14 days after an appearance by an attorney, whichever is later, but no later than 21 days before trial.

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

WARNING: You are notified that this hearing may result in a temporary or permanent loss of your rights to the child(ren).

FAILURE TO APPEAR may subject you to the penalty for contempt of court, and a bench warrant may be issued for your arrest.

 Judge signature and date

New format for process of service

Summons: Order to Appear (Child Protective Proceedings) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and petition in accordance with MCR 3.920(B)(5) and the instructions of the court and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally a copy of the summons and petition, together with the attachments listed below, on:
- I have attempted to serve a copy of the summons and petition, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and petition, together with

Attachments (if any) _____

Date and time _____

Signature _____

Name (type or print) _____

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	ORDER FOR ALTERNATE SERVICE <input type="checkbox"/> EX PARTE	CASE NO. PETITION NO. JUDGE
--	--	--

Court address _____ Court telephone no. _____

In the matter of _____
First and last name(s), alias(es)

1. Date of hearing (if any): _____ Judge/Referee: _____

2. **THE COURT FINDS** that personal service of the summons upon _____
Name
- a. is impracticable or cannot be achieved.
 - b. cannot be made because the whereabouts of this person have not been determined after reasonable effort.

IT IS ORDERED:

3. Service of the summons and a copy of this order may be made by
- a. registered or certified mail to

Name Address

City, state, and zip

- b. tacking or firmly affixing to the door at _____.
- c. delivering at _____

to a member of the person's household who is of suitable age and discretion to receive process, with instructions to deliver it promptly to the person named in the summons.

d. other: _____

- e. providing notice of the hearing through publication in _____ (Use form JC 32 or JC 32a for publishing the hearing notice.)

Specify location(s)

For each method used, proof of service must be promptly filed with the court.

4. The motion for alternate service is denied.

Recommended by: _____
Referee signature and date

Judge signature and date

New format for process of service

Order for Alternate Service (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the order for alternate service and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served a copy of the summons and order for alternate service on _____ by
Name

1. registered or certified mail to _____, on
Address
Date

2. tacking or firmly affixing to the door at _____, on
Address
Date

3. delivering at _____, on
Address Date
to a member of the person's household who is of suitable age and discretion to receive process, with instructions to deliver it promptly to the person named in the summons.

4. other: _____, on
Date

5. publication. Required information was sent to _____, on
Name of publication and location
Date

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and order for alternate service, together with

Attachments (if any) _____ on _____
Date and time

Signature _____ on behalf of _____

Name (type or print) _____

MCR 2.104(A), MCR 3.920

STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY	SUMMONS	CASE NO.
---	----------------	-----------------

Court address Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
--

Instructions: Check the items below that apply to you and provide any required information. Submit this form to the court clerk along with your complaint and, if necessary, a case inventory addendum (MC 21). The summons section will be completed by the court clerk.

Domestic Relations Case

- There are no pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.
- There is one or more pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint. I have separately filed a completed confidential case inventory (MC 21) listing those cases.
- It is unknown if there are pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.

Civil Case

- This is a business case in which all or part of the action includes a business or commercial dispute under MCL 600.8035.
 - MDHHS and a contracted health plan may have a right to recover expenses in this case. I certify that notice and a copy of the complaint will be provided to MDHHS and (if applicable) the contracted health plan in accordance with MCL 400.106(4).
 - There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.
 - A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has been previously filed in this court, _____ Court, where it was given case number _____ and assigned to Judge _____
- The action remains is no longer pending.

Summons section completed by court clerk.

SUMMONS

NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. You are being sued.
2. **YOU HAVE 21 DAYS** after receiving this summons and a copy of the complaint to **file a written answer with the court** and serve a copy on the other party **or take other lawful action with the court** (28 days if you were served by mail or you were served outside of Michigan).
3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.
4. If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

Issue date	Expiration date*	Court clerk
------------	------------------	-------------

*This summons is invalid unless served on or before its expiration date. This document must be sealed by the seal of the court.

New format for process of service

Summons (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and complaint and file proof of service with the court clerk before the expiration date on the summons. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the summons and the complaint, together with the attachments listed below, on:

I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed **ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received service of a copy of the summons and complaint, together with _____

Attachments (if any) _____ on _____ Date and time

Signature _____ on behalf of _____

Name (type or print) _____



STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY	SUBPOENA Order to Appear and/or Produce	CASE NO. and JUDGE
--	--	---------------------------

Court address _____ Court telephone no. _____

Police Report No. (if applicable): _____

Plaintiff(s)/Petitioner(s) <input type="checkbox"/> People of the State of Michigan <input type="checkbox"/> _____ <hr/> <input type="checkbox"/> Civil <input type="checkbox"/> Criminal	v	Defendant(s)/Respondent(s) <hr/> Charge
--	---	--

In the matter of _____

In the Name of the People of the State of Michigan. TO:

If you require accommodations to use the court because of a disability, or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

YOU ARE ORDERED TO:

1. Appear personally at the time and place stated below: You may be required to appear from time to time and day to day until excused.

The court address above Other: _____

Day	Date	Time
-----	------	------

2. Testify at trial / examination / hearing.

3. Produce copies* of the following items: (Use additional pages if necessary.) _____

*Note: Requesting party must pay reasonable copying costs, which cannot be waived under MCR 2.002.

Permit inspection or copying of the following items: (Use additional pages if necessary.) _____

4. Testify as to your assets, and bring with you the items listed in line 3 above.

5. Testify at deposition.

6. Abide by the attached prohibition against transferring or disposing of property. (MCL 600.6104(2), 600.6116, or 600.6119.)

7. Other: _____



8.	Person requesting subpoena	Telephone no.
	Address	
	City	State



NOTE: If requesting a debtor's examination under MCL 600.6110, or an injunction under item 6, this subpoena must be issued by a judge. For a debtor examination, the affidavit of debtor examination below must also be completed. Debtor's assets can also be discovered through MCR 2.305 without the need for an affidavit of debtor examination or issuance of this subpoena by a judge.

FAILURE TO OBEY THE COMMANDS OF THE SUBPOENA OR TO APPEAR AT THE STATED TIME AND PLACE MAY SUBJECT YOU TO PENALTY FOR CONTEMPT OF COURT.

Court use only	
<input type="checkbox"/> Served	<input type="checkbox"/> Not served

Judge/Clerk/Attorney signature and date

AFFIDAVIT FOR JUDGMENT DEBTOR EXAMINATION

I request that the court issue a subpoena that orders the party named on this form to be examined under oath before a judge concerning the money or property of _____

for the following reasons: _____

Signature

Subscribed and sworn to before me on _____
Date

Deputy clerk/Notary public signature

My commission expires on _____
Name (type or print)

Notary public, State of Michigan, County of _____ . Acting in the County of _____ .

This notarial act was performed using an electronic notarization system or a remote electronic notarization platform.

New format

Subpoena, Order to Appear and/or Produce (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the subpoena and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the subpoena, together with any required fees and the attachments listed below, on:
- I have attempted to serve a copy of the subpoena, together with any required fees and the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the subpoena, together with any required fees and

Attachments (if any) _____ on _____
Date and time

Signature _____ on behalf of _____

Name (type or print) _____

Affidavit for Judgment Debtor Examination moved to page 2

Approved, SCAO

<ul style="list-style-type: none"> • STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT 	REQUEST AND WRIT FOR GARNISHMENT (PERIODIC)	<ul style="list-style-type: none"> • CASE NO.
---	--	---

Court address	• Zip Code	Court telephone no.
---------------	------------	---------------------

Plaintiff's name and address (judgment creditor)
Plaintiff's attorney, bar no., and address
Telephone no.

v

Defendant's name and address (judgment debtor)	
Social security no.	Employee ID or account no.
Garnishee name and address	

REQUEST See separate instructions.

1. Plaintiff received judgment against defendant for \$ _____ on _____.
2. The total amount of judgment interest accrued to date is \$ _____. The total amount of postjudgment costs accrued to date is \$ _____. The total amount of postjudgment payments made and credits to date is \$ _____.
The amount of the unsatisfied judgment now due (including interest and costs) is • \$ _____.
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
4. **Plaintiff requests** a writ of periodic garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff. plaintiff's attorney. the court.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date

Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT IT IS ORDERED:

TO THE PLAINTIFF: Have all copies of the Garnishee Disclosure (MC 14), two copies of this writ, and the disclosure fee (\$6 if the State of Michigan is the garnishee; \$35 for all others) served on the garnishee within 182 days from the date of issue. If not properly served, the writ of garnishment is invalid. After receiving your first payment under the garnishment, provide the garnishee and defendant a statement of the balance remaining on the judgment, including interest and costs, at least once every 6 months. Within 21 days after the judgment has been paid, including all interest and costs, provide the garnishee and defendant a garnishment release (MC 50).

TO THE DEFENDANT: See separate instructions. You have 14 days after this writ is mailed or delivered to you to file objections with the court. If you do not file objections within this time, periodic payments (money) owed to you by the garnishee may be withheld and paid directly to the plaintiff until the judgment is satisfied.

TO THE GARNISHEE:

1. Within 7 days after you are served with this writ, deliver a copy of this writ to the defendant in person or mail a copy to his or her last-known address by first-class mail.
2. Within 14 days after you are served with this writ, deliver or mail copies of your completed Garnishee Disclosure (MC 14) to the court, plaintiff/attorney, and defendant. A default may be entered against you for failure to disclose.
3. Do not pay any obligations to the defendant unless allowed by statute or court rule.
4. If indebted to the defendant, withholding must begin according to court rule and continue until the judgment is satisfied. Unless notified that an objection has been filed, begin forwarding withheld payments 28 days after you are served with this writ.
5. Make all payments withheld under this writ payable and mailed as specified in the request.
6. Within 14 days after the judgment is satisfied or you are no longer obligated to make periodic payments to the defendant, file a final statement of the total amount paid on this writ with the court and mail or deliver copies to the plaintiff/attorney and defendant.

Date of issue

Date of deadline for service
(182 days from date of issue)

Clerk of the court/Deputy

<ul style="list-style-type: none"> • STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT 	REQUEST AND WRIT FOR GARNISHMENT (PERIODIC)	<ul style="list-style-type: none"> • CASE NO.
---	--	---

Court address _____ • Zip Code _____ Court telephone no. _____

Plaintiff's name and address (judgment creditor)

Plaintiff's attorney, bar no., and address

Telephone no.

Defendant's name and address (judgment debtor)

Employee ID or account no.

Garnishee name and address

v

REQUEST See separate instructions.

1. Plaintiff received judgment against defendant for \$ _____ on _____ .
2. The total amount of judgment interest accrued to date is \$ _____ . The total amount of postjudgment costs accrued to date is \$ _____ . The total amount of postjudgment payments made and credits to date is \$ _____ .
The amount of the unsatisfied judgment now due (including interest and costs) is • \$ _____ .
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
4. **Plaintiff requests** a writ of periodic garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff. plaintiff's attorney. the court.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

_____ Date

_____ Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT IT IS ORDERED:

TO THE PLAINTIFF: Have all copies of the Garnishee Disclosure **(MC 14)**, two copies of this writ, and the disclosure fee (\$6 if the State of Michigan is the garnishee; \$35 for all others) served on the garnishee within 182 days from the date of issue. If not properly served, the writ of garnishment is invalid. After receiving your first payment under the garnishment, provide the garnishee and defendant a statement of the balance remaining on the judgment, including interest and costs, at least once every 6 months. Within 21 days after the judgment has been paid, including all interest and costs, provide the garnishee and defendant a garnishment release **(MC 50)**.

TO THE DEFENDANT: See separate instructions. You have 14 days after this writ is mailed or delivered to you to file objections with the court. If you do not file objections within this time, periodic payments (money) owed to you by the garnishee may be withheld and paid directly to the plaintiff until the judgment is satisfied.

TO THE GARNISHEE:

1. Within 7 days after you are served with this writ, deliver a copy of this writ to the defendant in person or mail a copy to his or her last-known address by first-class mail.
2. Within 14 days after you are served with this writ, deliver or mail copies of your completed Garnishee Disclosure **(MC 14)** to the court, plaintiff/attorney, and defendant. A default may be entered against you for failure to disclose.
3. Do not pay any obligations to the defendant unless allowed by statute or court rule.
4. If indebted to the defendant, withholding must begin according to court rule and continue until the judgment is satisfied. Unless notified that an objection has been filed, begin forwarding withheld payments 28 days after you are served with this writ.
5. Make all payments withheld under this writ payable and mailed as specified in the request.
6. Within 14 days after the judgment is satisfied or you are no longer obligated to make periodic payments to the defendant, file a final statement of the total amount paid on this writ with the court and mail or deliver copies to the plaintiff/attorney and defendant.

_____ Date of issue

_____ Date of deadline for service
(182 days from date of issue)

_____ Clerk of the court/Deputy

INSTRUCTIONS

Definitions

- A periodic garnishment lets the plaintiff (creditor) take money from a source that pays you on a regular basis such as your earnings or income from rental properties.
- A “garnishee” is a person who has control over some or all of the money that is paid to the defendant. For example, an employer could be a garnishee.
- Periodic payments are payments made by the garnishee to the defendant on a regular basis. These payments could be paychecks, rent payments, land contract payments, or other contract payments.

Instructions for the Plaintiff for Item 2:

If a civil judgment does not include judgment interest in the “total judgment” field, the interest amount reported in item 2 should be accrued from the date the complaint was filed.

If a civil judgment includes judgment interest in the “total judgment” field (as in the forms in use before the 5/07 revisions), the interest amount reported in item 2 should not include any postfiling interest already included in the judgment.

Instructions for the Defendant:

1. This writ has been issued because there is a judgment against you that you have not paid. In order to collect on this judgment, income to be paid to you may be garnished.
2. You may object to this garnishment if:
 - a. your income is exempt from garnishment by law (see examples below),
 - b. you have a pending bankruptcy proceeding,
 - c. the maximum withheld exceeds the amount allowed by law,
 - d. you have an installment payment order,
 - e. you have paid the judgment in full,
 - f. the garnishment was not properly issued or is otherwise invalid,
 - g. you believe the balance on the statement the creditor sent to you is wrong.
3. Certain income is exempt from garnishment and the law gives you the right to claim this income as exempt to prevent it from being used to collect on this judgment. You may want to contact your lawyer or legal aid agency for further assistance.
4. You may send the plaintiff a written request to review postjudgment costs and fees listed in item 2 of the request. Within 28 days after receiving your request, the plaintiff must send an itemized list of the postjudgment costs and fees to you and the court. Within 28 days after receiving the itemized list, you may file a motion with the court to review the postjudgment costs and fees if you believe they are wrong. If the judge rules in your favor, the judge may order the motion fee to be deducted from the judgment balance.
5. For more information on garnishments and debt collection, visit www.michiganlegalhelp.org.

EXAMPLES OF INCOME EXEMPT FROM GARNISHMENT

The following are examples of **some** types of income that are exempt from garnishment and the citations where each type may be found in the law. **Please note that this is not intended as a complete list. You may want to contact your lawyer or legal aid agency for further assistance.**

- Individual Retirement Account (IRA) - [MCL 600.6023(1)(k)]
- Social Security Benefits - [42 USC, Section 407]
- Supplemental Security Income Benefits (SSI) - [42 USC, Section 1383(d)]
- Aid to Families with Dependent Children (AFDC) - [MCL 400.63]
- General Assistance Benefits (GA) - [MCL 400.63]
- Unemployment Compensation Benefits - [MCL 421.30]
- Veterans Assistance Benefits - [38 USC, Section 3101]
- Workers' Compensation Benefits - [MCL 418.821]
- Cash value or proceeds of life insurance or annuity, payable to the spouse or children of the insured - [MCL 500.2207(1)]
- Income benefits under the Michigan Civil Service Act - [MCL 38.40]
- Income benefits under the Michigan Retirement Act - [MCL 421.30]
- U.S. Civil Service Retirement Benefits - [5 USC, Section 8346]

New format for process of service

Request and Writ for Garnishment (Periodic) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the request and writ for garnishment and file proof of service with the court clerk before the deadline for service. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the garnishee (copy of return receipt attached) two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and the attachments listed below, on:
- I served the Michigan Department of Treasury electronically pursuant to MCR 3.101(F)(3) as follows:
- I have attempted to serve two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and the attachments listed below, and have been unable to complete service on:

Garnishee's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and _____
Attachments (if any)

on _____
Date and time

Signature _____ on behalf of _____

Name (type or print) _____

<ul style="list-style-type: none"> • STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT 	REQUEST AND WRIT FOR GARNISHMENT (NONPERIODIC)	<ul style="list-style-type: none"> • CASE NO.
---	---	---

Court address • Zip Code Court telephone no.

Plaintiff's name and address (judgment creditor)
Plaintiff's attorney, bar no., and address
Telephone no.

v

Defendant's name and address (judgment debtor)	
Social security no.	Account no.
Garnishee name and address	

REQUEST [Redacted]

1. Plaintiff received judgment against defendant for \$ _____ on _____.
2. The total amount of judgment interest accrued to date is \$ _____. The total amount of postjudgment costs accrued to date is \$ _____. The total amount of postjudgment payments made and credits to date is \$ _____.
The amount of the unsatisfied judgment now due (including interest and costs) is • \$ _____.
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
4. **Plaintiff requests** a writ of nonperiodic garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff. plaintiff's attorney. the court.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT To be completed by the court. [Redacted]

TO THE PLAINTIFF: You must provide all copies of the disclosure form (MC 14), two copies of this writ for serving on the garnishee, and a \$1.00 disclosure fee for serving on the garnishee. You are responsible for having these documents served on the garnishee within 182 days. If the disclosure states that the garnishee holds property **other than money** belonging to the defendant, you must motion the court within 56 days after the disclosure is filed for an order to apply the property toward the judgment. **NOTE:** The social security number field is blacked out for security reasons on all parts except the garnishee copy.

TO THE DEFENDANT: [Redacted]

1. Do not dispose of any negotiable instrument representing a debt of the garnishee or any negotiable instrument of title representing property in which you claim an interest held in the possession or control of the garnishee.
2. You have **14 days** after this writ is mailed or delivered to you to file objections with the court. If you do not take this action within this time, without further notice, the property or debt held under this writ may be applied to the judgment **28 days** after this writ was mailed or delivered to the garnishee.

TO THE GARNISHEE:

1. Within **7 days** after you are served with this writ, you must deliver a copy of this writ to the defendant in person or mail a copy to his or her last-known address by first-class mail.
2. Deliver no tangible or intangible property and pay no obligation to the defendant unless allowed by statute or court rule.
3. Within **14 days** after you are served with this writ, you must deliver or mail copies of your verified disclosure (MC 14) to the court, plaintiff/attorney, and defendant. A default may be entered against you for failure to comply with this order.
4. If indebted to the defendant, you must withhold an amount not to exceed the amount of the judgment stated in item 2 of the request. Payment of withheld funds must be made **28 days** after you are served with this writ unless notified that an objection has been filed.
5. Make all payments withheld under this writ payable and mailed as specified in the request.
6. If you hold property other than money belonging to the defendant, do not transfer it until further order of the court.

• STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT	REQUEST AND WRIT FOR GARNISHMENT (NONPERIODIC)	• CASE NO.
---	---	-------------------

Court address _____ • Zip Code _____ Court telephone no. _____

Plaintiff's name and address (judgment creditor)
Plaintiff's attorney, bar no., and address
Telephone no.

v

Defendant's name and address (judgment debtor)
[Redacted]
Garnishee name and address

REQUEST [Redacted]

1. Plaintiff received judgment against defendant for \$ _____ on _____ .
2. The total amount of judgment interest accrued to date is \$ _____ . The total amount of postjudgment costs accrued to date is \$ _____ . The total amount of postjudgment payments made and credits to date is \$ _____ .
The amount of the unsatisfied judgment now due (including interest and costs) is • \$ _____ .
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
4. **Plaintiff requests** a writ of nonperiodic garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff. plaintiff's attorney. the court.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

 Date Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT To be completed by the court. [Redacted]

TO THE PLAINTIFF: You must provide all copies of the disclosure form (MC 14), two copies of this writ for serving on the garnishee, and a \$1.00 disclosure fee for serving on the garnishee. You are responsible for having these documents served on the garnishee within 182 days. If the disclosure states that the garnishee holds property **other than money** belonging to the defendant, you must motion the court within 56 days after the disclosure is filed for an order to apply the property toward the judgment. **NOTE:** The social security number field is blacked out for security reasons on all parts except the garnishee copy.

TO THE DEFENDANT: [Redacted]

1. Do not dispose of any negotiable instrument representing a debt of the garnishee or any negotiable instrument of title representing property in which you claim an interest held in the possession or control of the garnishee.
2. You have **14 days** after this writ is mailed or delivered to you to file objections with the court. If you do not take this action within this time, without further notice, the property or debt held under this writ may be applied to the judgment **28 days** after this writ was mailed or delivered to the garnishee.

TO THE GARNISHEE:

1. Within **7 days** after you are served with this writ, you must deliver a copy of this writ to the defendant in person or mail a copy to his or her last-known address by first-class mail.
2. Deliver no tangible or intangible property and pay no obligation to the defendant unless allowed by statute or court rule.
3. Within **14 days** after you are served with this writ, you must deliver or mail copies of your verified disclosure (MC 14) to the court, plaintiff/attorney, and defendant. A default may be entered against you for failure to comply with this order.
4. If indebted to the defendant, you must withhold an amount not to exceed the amount of the judgment stated in item 2 of the request. Payment of withheld funds must be made **28 days** after you are served with this writ unless notified that an objection has been filed.
5. Make all payments withheld under this writ payable and mailed as specified in the request.
6. If you hold property other than money belonging to the defendant, do not transfer it until further order of the court.

 Date of issue Expiration date for service Deputy court clerk

INSTRUCTIONS

Definitions

Nonperiodic Garnishment - a garnishment of property or obligations made on a nonperiodic basis, including but not limited to bank accounts, property, money, goods, chattels, credits, and negotiable instruments or effects. **Do not use this form to garnish income tax refunds from the State of Michigan; see Michigan statutes for specific procedures to garnish state income tax.**

Additional Instructions for the Plaintiff:

You must provide information that will permit the garnishee to identify the defendant such as the defendant's address, social security number, account number, etc.

Instructions for Item 2:

If a civil judgment does not include judgment interest in the "total judgment" field, the interest amount reported in item 2 should be accrued from the date the complaint was filed.

If a civil judgment includes judgment interest in the "total judgment" field (as in the forms in use before the 5/07 revisions), the interest amount reported in item 2 should not include any postfiling interest already included in the judgment.

If the disclosure states that the garnishee holds property belonging to the defendant, you must motion the court (with notice to the defendant and the garnishee) for an order, which will tell the garnishee to take the defendant's property, sell it, and apply it toward your judgment. If there are no pending objections to the garnishment and you have not filed such a motion within 56 days after the filing of the disclosure, the garnishment is dissolved and the garnishee may release the property to the defendant.

Additional Instructions for the Defendant:

1. This writ has been issued because there is a judgment against you that you have not paid. In order to collect on this judgment, income owed to you may be withheld or property belonging to you may be taken from you and sold.
2. You may object to this garnishment if:
 - a. your income is exempt from garnishment by law,
 - b. you have a pending bankruptcy proceeding,
 - c. the maximum withheld exceeds the amount allowed by law,
 - d. you have paid the judgment in full,
 - e. the garnishment was not properly issued or is otherwise invalid.
3. You may send the plaintiff a written request to review postjudgment costs and fees listed in item 2 of the request. Within 28 days after receiving your request, the plaintiff must send an itemized list of the postjudgment costs and fees to you and the court. Within 28 days after receiving the itemized list, you may file a motion with the court to review the postjudgment costs and fees if you believe they are wrong. If the judge rules in your favor, the judge may order the motion fee to be deducted from the judgment balance.
4. Certain income is exempt from garnishment and the law gives you the right to claim this income as exempt to prevent it from being used to collect on this judgment.
5. For more information on garnishments, visit www.MichiganLegalHelp.org.

EXAMPLES OF INCOME EXEMPT FROM GARNISHMENT

The following are examples of **some** types of income that are exempt from garnishment and the citations where each type may be found in the law. **Please note that this is not intended as a complete list. You may want to contact your lawyer or legal aid agency for further assistance.**

- Individual Retirement Account (IRA) - [MCL 600.6023(1)(k)]
- Social Security Benefits - [42 USC, Section 407]
- Supplemental Security Income Benefits (SSI) - [42 USC, Section 1383(d)]
- Aid to Families with Dependent Children (AFDC) - [MCL 400.63]
- General Assistance Benefits (GA) - [MCL 400.63]
- Unemployment Compensation Benefits - [MCL 421.30]
- Veterans Assistance Benefits - [38 USC, Section 3101]
- Workers' Compensation Benefits - [MCL 418.821]
- The first \$500.00 on deposit in a savings and loan savings account - [MCL 491.628]
- Cash value or proceeds of life insurance or annuity, payable to the spouse or children of the insured - [MCL 500.2207(1)]
- Income benefits under the Michigan Civil Service Act - [MCL 38.40]
- Income benefits under the Michigan Retirement Act - [MCL 421.30]
- U.S. Civil Service Retirement Benefits - [5 USC, Section 8346]

New format for process of service

Request and Writ for Garnishment (Nonperiodic) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the request and writ for garnishment and file proof of service with the court clerk before the expiration date for service. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by registered or certified mail, return receipt requested, and delivery restricted to the garnishee (copy of return receipt attached) two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and the attachments listed below, on:
- I served the Michigan Department of Treasury electronically pursuant to MCR 3.101(F)(3) as follows:
- I have attempted to serve two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and the attachments listed below, and have been unable to complete service on:

Garnishee's name	Date and time of service
Place or address of service	
Attachments (if any)	

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of two copies of the request and writ for garnishment, together with the disclosure form, applicable fee, and _____ Attachments (if any)

on _____ .
Date and time

Signature _____ on behalf of _____

Name (type or print) _____



STATE OF MICHIGAN
 JUDICIAL DISTRICT
 JUDICIAL CIRCUIT

MOTION FOR POSSESSION
 PENDING JUDGMENT
 Claim and Delivery

CASE NO. and JUDGE

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.

Defendant's attorney, bar no., address, and telephone no.

MOTION

1. The plaintiff is lawfully entitled to possession of the following described property:

2. The property may be damaged, destroyed, concealed, disposed of, or used so as to substantially impair its value before final judgment, unless the property is taken into custody by court order, because: (State the facts.)

3. The plaintiff moves for possession of the described property pending final judgment.

I declare under the penalties of perjury that this motion has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

 Date

 Plaintiff/Attorney

Page added

RESTRAINING ORDER AND ORDER TO APPEAR

TO THE DEFENDANT(S): **IT IS ORDERED:**

1. You shall refrain from damaging, destroying, concealing, disposing of or using so as to substantially impair its value, the property described above, until further order of the court.

2. You shall appear in court at the above address at _____
Location

for a hearing on the motion on _____ to answer the motion.
Date and time

If you do not appear at the hearing, the property may be taken from you.



Judge signature and date

New format for process of service

Motion for Possession Pending Judgment, Claim and Delivery (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You **must** serve **the** motion, restraining order and order to appear not later than 7 days before the scheduled hearing date. You must **file your proof of service** with the court clerk immediately.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally by first-class mail a copy of the motion for possession pending judgment, restraining order, and order to appear, together with the attachments listed below, on:
- I have attempted to serve a copy of the motion for possession pending judgment, restraining order, and order to appear, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the motion for possession pending judgment, restraining order, and order to appear, together with _____ Attachments (if any) _____ on _____ Date and time _____.

Signature _____ on behalf of _____

Name (type or print) _____

Approved, SCAO

<ul style="list-style-type: none"> • STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT 	REQUEST AND WRIT FOR GARNISHMENT (INCOME TAX REFUND/CREDIT)	<ul style="list-style-type: none"> • CASE NO.
---	--	---

Court address • Zip Code Court telephone no.

Plaintiff's name and address (judgment creditor)	
Plaintiff FE no./Social security no.	
Plaintiff's attorney, address	
Plaintiff attorney FE no.	Plaintiff attorney telephone no.

v

Defendant's name and address (judgment debtor)
Social security no.
Garnishee Third Party Withholding Unit Michigan Department of Treasury PO Box 30785 Lansing, Michigan 48909

REQUEST **NOTE for item 2:** If a civil judgment includes judgment interest in the "total judgment" field (as in the forms in use before the 5/07 revisions), the interest amount reported in item 2 should not include any postfiling interest already included in the judgment.

1. On _____, the plaintiff received judgment against the defendant for: \$ _____.
2. The total amount of judgment interest accrued to date is: \$ _____.
- The total amount of postjudgment costs accrued to date is: \$ _____.
- The total amount of postjudgment payments made and credits to date is: \$ _____.
- **The amount of the unsatisfied judgment now due (including interest and costs) is:** \$ _____.
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
4. **Plaintiff requests** a writ of income tax garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff. plaintiff's attorney. the court.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT To be completed by the court.

TO THE PLAINTIFF:

1. The social security number field is blacked out for security reasons on all parts except the garnishee copy.
2. You must serve this writ on the state treasurer along with a \$6.00 fee and any discovery request for information related to this garnishment.
3. You must serve a copy of this writ on the defendant within 7 days after serving the writ on the state treasurer.
4. You are responsible for paying to the state treasurer any reasonable costs incurred by the state treasurer in providing information in response to your discovery request.
5. If a state tax refund or credit is not intercepted before October 31 of the year during which this writ of garnishment is to be processed, you will not receive a disclosure unless you file a written request with the state treasurer between November 1 and December 31 of the tax year following the tax year for which this writ was filed.

TO THE DEFENDANT: See separate instructions.

1. If a state tax refund or credit is intercepted pursuant to this writ, the state treasurer will notify you on a disclosure form.
2. You have **14 days** after being notified of an intercept to file objections to the writ of garnishment with the court. If you do not object within this time, the intercepted tax refund or credit held under this writ will be applied to the judgment **28 days** after the disclosure was filed with the court.

TO THE GARNISHEE:

1. Upon intercepting a state tax refund or credit, calculate the amount available to satisfy all or part of the garnishment.
2. Within 90 days after establishing any other liability for which the state tax refund or credit may be applied under MCL 205.30a, file with the court a verified disclosure identifying the intercepted amount, less any setoff, counterclaim, or other demand of the state against the defendant.
3. Unless notified by the court that objections to the writ of garnishment have been filed, payment of the intercepted amount must be made not less than 28 days after filing the disclosure.
4. **You are ordered to pay the amount intercepted under this writ as specified in the request.**

Date of issue Deputy court clerk

Approved, SCAO

<ul style="list-style-type: none"> • STATE OF MICHIGAN _____ JUDICIAL DISTRICT _____ JUDICIAL CIRCUIT 	REQUEST AND WRIT FOR GARNISHMENT (INCOME TAX REFUND/CREDIT)	<ul style="list-style-type: none"> • CASE NO.
---	--	---

Court address • Zip Code Court telephone no.

Plaintiff's name and address (judgment creditor)

Defendant's name and address (judgment debtor)

v



Plaintiff's attorney, address



Plaintiff attorney FE no.	Plaintiff attorney telephone no.
---------------------------	----------------------------------

Garnishee
 Third Party Withholding Unit
 Michigan Department of Treasury
 PO Box 30785
 Lansing, Michigan 48909

REQUEST NOTE for item 2: If a civil judgment includes judgment interest in the "total judgment" field (as in the forms in use before the 5/07 revisions), the interest amount reported in item 2 should not include any postfiling interest already included in the judgment.

1. On _____, the plaintiff received judgment against the defendant for: \$ _____.
2. The total amount of judgment interest accrued to date is: \$ _____.
 The total amount of postjudgment costs accrued to date is: \$ _____.
 The total amount of postjudgment payments made and credits to date is: \$ _____.
- **The amount of the unsatisfied judgment now due (including interest and costs) is:** \$ _____.
3. Plaintiff knows or with good reason believes the garnishee is indebted to or possesses or controls property belonging to defendant.
- 4. **Plaintiff requests** a writ of income tax garnishment be paid to plaintiff, plaintiff's attorney, the court, and mailed to plaintiff, plaintiff's attorney, the court,

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date Plaintiff/Agent/Attorney signature

WRIT OF GARNISHMENT To be completed by the court.

TO THE PLAINTIFF:

1. The social security number field is blacked out for security reasons on all parts except the garnishee copy.
2. You must serve this writ on the state treasurer along with a \$6.00 fee and any discovery request for information related to this garnishment.
3. You must serve a copy of this writ on the defendant within 7 days after serving the writ on the state treasurer.
4. You are responsible for paying to the state treasurer any reasonable costs incurred by the state treasurer in providing information in response to your discovery request.
5. If a state tax refund or credit is not intercepted before October 31 of the year during which the writ of garnishment is to be processed, you will not receive a disclosure unless you file a written request with the state treasurer between November 1 and December 31 of the tax year following the tax year for which this writ was filed.

TO THE DEFENDANT: See separate instructions.

1. If a state tax refund or credit is intercepted pursuant to this writ, the state treasurer will notify you on a disclosure form.
2. You have **14 days** after being notified of an intercept to file objections the writ of garnishment with the court. If you do not object within this time, the intercepted tax refund or credit held under this writ will be applied to the judgment **28 days** after the disclosure was filed with the court.

TO THE GARNISHEE:

1. Upon intercepting a state tax refund or credit, calculate the amount available to satisfy all or part of the garnishment.
2. Within 90 days after establishing any other liability for which the state tax refund or credit may be applied under MCL 205.30a, file with the court a verified disclosure identifying the intercepted amount, less any setoff, counterclaim, or other demand of the state against the defendant.
3. Unless notified by the court that objections to the writ of garnishment have been filed, payment of the intercepted amount must be made not less than 28 days after filing the disclosure.
4. **You are ordered to pay the amount intercepted under this writ as specified in the request.**

Date of issue Deputy court clerk

INSTRUCTIONS FOR THE DEFENDANT

1. This writ has been issued because there is a judgment against you that you have not paid. In order to collect on this judgment, income owed to you may be withheld or property belonging to you may be taken from you and sold.
2. You may object to this garnishment if:
 - a. your income is exempt from garnishment by law,
 - b. you have a pending bankruptcy proceeding,
 - c. the maximum withheld exceeds the amount allowed by law,
 - d. you have paid the judgment in full,
 - e. the garnishment was not properly issued or is otherwise invalid.
3. Except for tax garnishments issued in criminal cases, you may send the plaintiff a written request to review postjudgment costs and fees listed in item 2 of the request. Within 28 days after receiving your request, the plaintiff must send an itemized list of the postjudgment costs and fees to you and the court. Within 28 days after receiving the itemized list, you may file a motion with the court to review the postjudgment costs and fees if you believe they are wrong. If the judge rules in your favor, the judge may order the motion fee to be deducted from the judgment balance.
4. For more information on garnishments and debt collection, please visit www.michiganlegalhelp.org.

New format for process of service

Request and Writ for Garnishment (Income tax refund/credit) (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the request and writ for garnishment and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- I served personally
 by registered or certified mail, return receipt requested, and delivery restricted to the garnishee (copy of return receipt attached)
 electronically pursuant MCR 3.101(F)(3)

a copy of the request and writ for garnishment, together with the \$6.00 fee and the attachments listed below, on:

Garnishee's name Michigan Department of Treasury Third Party Withholding Unit	Complete address of service PO Box 30785 Lansing, Michigan 48909	Date and time of service
Attachments (if any)		

- I served personally by first-class mail a copy of the request and writ for garnishment, together with the attachments listed below, on:

- I have attempted to serve a copy of the request and writ for garnishment, together with the attachments listed below, and have been unable to complete service on:

Defendant's name	Complete address of service	Date and time of service
Attachments (if any)		

- I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

- I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	\$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the request and writ for garnishment, together with any applicable

fee and _____ on _____ .
Attachments (if any) Date and time

Signature _____ on behalf of _____

Name (type or print)

MCL 600.4011(3), MCR 2.105, MCR 3.101(F)

STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT	NOTICE OF JUDGMENT LIEN	CASE NO. and JUDGE
---	--------------------------------	---------------------------

Court address _____ Court telephone no. _____

Plaintiff's name _____

v

Defendant's name _____

Judgment creditor's name, address, and telephone no. _____

Judgment debtor's name, address, and telephone no. _____

Last 4 digits of social security no. or full tax identification no. _____

Judgment creditor's attorney, bar no., address, and telephone no. _____

Judgment debtor's attorney, bar no., address, and telephone no. _____

1. I am recording a judgment lien with the register of deeds in _____ County against the judgment debtor's current or future interest in real property.
2. The current balance due on the judgment is \$ _____.
3. The judgment was entered on _____ and expires _____.
4. Except as otherwise prescribed by statute, this judgment lien expires 5 years after the date it is recorded with the register of deeds or when the underlying judgment expires, whichever is earlier.

Date

Signature of judgment creditor/judgment creditor's attorney

CERTIFICATION

I certify that the above notice of judgment lien has been filed and includes the information required by MCL 600.2805(1).

Clerk of the Court: _____

Date

Signed by: _____
Clerk/Deputy clerk

When recorded, return to _____.

New format for process of service

Notice of Judgment Lien (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the notice of judgment lien and file proof of service with the court clerk. If you are unable to complete personal service, you must return this original to the court clerk and return the judgment debtor's copy to the judgment creditor/attorney.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally (required when the judgment is \$25,000 or more) by certified mail a copy of the notice of judgment lien, together with the attachments listed below, on:

I have attempted to serve a copy of the notice of judgment lien, together with the attachments listed below, and have been unable to complete service on:

Judgment debtor's name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the notice of judgment lien, together with

Attachments (if any) _____ on _____ Date and time _____

Signature _____ on behalf of _____

Name (type or print) _____

STATE OF MICHIGAN
JUDICIAL DISTRICT
JUDICIAL CIRCUIT
COUNTY

MOTION, AFFIDAVIT, AND/OR ORDER
TO SHOW CAUSE

CASE NO. and JUDGE

Court address

Court telephone no.

Plaintiff's/Petitioner's name, address, and telephone no.

Defendant's/Respondent's name, address, and telephone no.

v

In the matter of

A motion and affidavit is not required when the bench warrant is issued on the judge's own motion.

MOTION AND AFFIDAVIT

1. I am interested in this matter as

2. has failed to comply with an order dated
 is in contempt for
Name (type or print)
State with particularity admissible facts establishing this motion.

3. I request an order directing to show cause why
Name (type or print)

- a. he/she should not be found in civil criminal contempt of court.
- b. judgment should not be entered against him/her (as surety/agent) for the full amount of recognizance.
- c. judgment should not be entered against him/her for failure to file a garnishee disclosure.
- d. other:

4. This affidavit is made on my personal knowledge and, if sworn as a witness, I can testify competently to the facts in this motion and affidavit.

Signature

Subscribed and sworn to before me on
Date

Deputy clerk/Notary public signature

My commission expires on
Name (type or print)

Notary public, State of Michigan, County of Acting in the County of
 This notarial act was performed using an electronic notarization system or a remote electronic notarization platform.

Page added

ORDER TO SHOW CAUSE

IT IS ORDERED:

5. You must appear before this court on _____ at _____
Date and time

the court address above

courtroom no. _____

to show cause why

you should not be held in civil criminal contempt

for failure to comply with the order of this court as follows:

for the reasons stated in the motion.

a judgment should not be entered against you.

your case should not be dismissed.

other: _____

6. Failure to appear for a contempt hearing may result in a bench warrant being issued for your arrest.

7. A copy of this order must be served personally by mail on the person ordered to appear at least _____
days before the hearing. Number

Judge signature and date

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

New format

Motion, Affidavit, and/or Order to Show Cause (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve copies of the motion, affidavit, and order to show cause and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by first-class mail (only if ordered by the court) a copy of the motion, affidavit, and/or order to show cause, together with the attachments listed below, on:

I have attempted to serve a copy of the motion, affidavit, and/or order to show cause, together with the attachments listed below, and have been unable to complete service on:

Defendant's/Respondent's name	Date and time of service
Place or address of service	
Attachments (if any)	

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the motion, affidavit, and/or order to show cause, together with

Attachments (if any) _____ on _____ Date and time

Signature _____ on behalf of _____

Name (type or print) _____

For use by the court clerk only when the court orders the clerk to serve by mail.

CERTIFICATE OF MAILING

I served a copy of the motion, affidavit, and/or order to show cause on the person ordered to appear by first-class mail addressed to their last-known address as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

MCR 2.107

Court clerk signature and date _____



STATE OF MICHIGAN
 JUDICIAL DISTRICT
 JUDICIAL CIRCUIT
 COUNTY

ORDER REGARDING
 ALTERNATE SERVICE

CASE NO. and JUDGE

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.

THE COURT FINDS:

1. Service of process upon the defendant, _____, cannot reasonably be made as provided in MCR 2.105 MCR 2.107(B)(1)(b) and service of process may be made in a manner that is reasonably calculated to give the defendant actual notice of the proceedings and an opportunity to be heard.

IT IS ORDERED:

2. Service of the summons and complaint other: _____ and a copy of this order shall be made by the following method(s).
- a. First-class mail to _____.
 - b. Tacking or firmly affixing to the door at _____.
 - c. Delivering at _____ to a member of the defendant's household who is of suitable age and discretion to receive process, with instructions to deliver it promptly to the defendant.
 - d. Other: _____

For each method used, proof of service must be filed promptly with the court.

3. The motion for alternate service is denied.



Judge signature and date

New format

Order Regarding Alternate Service (3/23)

Case No. _____

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the order regarding alternate service and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served a copy of the summons other: _____

and a copy of the order for alternate service upon _____ by

1. First-class mail to _____, on _____
Date

2. Tacking or firmly affixing to the door at _____, on _____
Date

3. Delivering at _____, on _____
Date

to a member of the defendant's household who is of suitable age and discretion to receive process, with instructions to deliver promptly to the defendant.

4. Other _____, on _____
Specify Date

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature _____

Name (type or print) _____

Notary block removed

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and complaint, together with

Attachments (if any) _____ on _____
Date and time

Signature _____ on behalf of _____

Name (type or print) _____