

## Duration of the Order

### Effective Period of the Restraining Order

The orders after hearing are effective for 6 (six) months unless a different period is ordered by the court. The Applicant should contact the police department immediately and file a complaint if the Respondent violates any order issued.

### Extending the Restraining Order

If the Applicant wants the restraining order to continue after the period ordered by the court, the Applicant must file a Motion to Extend with the clerk's office. To help prevent the order from running out, the motion should be filed at least 2 (two) to 3 (three) weeks before the restraining order ends. After the motion is filed, the clerk will schedule a hearing, and return the motion to the Applicant for service on the Respondent. On the hearing date the same court procedures apply as those described in "The Court Hearing" section of this brochure.

About 5 (five) weeks before the end of the restraining order, the Office of Victim Services (OVS) will mail the Applicant a letter to the address listed on the order, telling the Applicant of the end date of the restraining order.

**Disclaimer:** These procedures have been compiled by the Judicial Branch as a public service and under the provisions of C.G.S. § 46b-15b. They are based on the Connecticut General Statutes in effect at the time of publication. This information is not intended as a substitute for getting legal advice from a Connecticut attorney. You are responsible for any actions you take on your own behalf. The clerk's office may assist you with procedural questions, however, the staff cannot act as your attorney or give you legal advice and are not responsible for any errors or omissions in these procedures. If you feel you need more information or assistance, you should either contact an attorney or read the appropriate sections of the Connecticut General Statutes and the Connecticut Practice Book.

### Office of Victim Services

1-800-822-8428

225 Spring Street

Wethersfield, CT 06109

[www.jud.ct.gov/crimevictim](http://www.jud.ct.gov/crimevictim)

## Domestic Violence Programs and Counseling Services

Domestic Violence Programs provide information, 24-hour hotline, referrals and shelter to domestic violence victims. A list of providers follows:

### Statewide Hotline 888-774-2900

ANSONIA	
The Umbrella Program	203-736-9944
BRIDGEPORT	
Center for Women and Families of Eastern Fairfield County	203-384-9559
DANBURY	
Women's Center of Greater Danbury, Inc.	203-731-5206
DANIELSON	
Domestic Violence Program United Services, Inc.	860-774-8648
ENFIELD	
Network Against Domestic Abuse of North Central CT	860-763-4542
GREENWICH	
Domestic Abuse Services of Greenwich	203-622-0003
HARTFORD	
Hartford Interval House	860-527-0550
MANCHESTER	
Interval House	860-645-4033
MERIDEN	
Meriden-Wallingford Chrysalis	203-238-1501
MIDDLETOWN	
New Horizons	860-347-3044
NEW BRITAIN	
Prudence Crandall Center	860-225-6357
NEW HAVEN	
Domestic Violence Services of Greater New Haven	203-789-8104
NEW LONDON	
Women's Center of S.E. Connecticut	860-701-6000
NORWALK	
Domestic Violence Crisis Center	203-852-1980
SHARON/FALLS VILLAGE	
Women's Support Services	860-364-1900
STAMFORD	
Stamford Domestic Violence Crisis Center	203-357-8162
TORRINGTON	
Susan B. Anthony Project	860-482-7133
WATERBURY	
Safe Haven	203-575-0036
WILLIMANTIC	
Domestic Violence Program United Services, Inc.	860-456-9476

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# Procedures for Relief From Abuse Process



[www.jud.ct.gov](http://www.jud.ct.gov)

State of Connecticut Superior Court

## Procedures for Filing an Application

The person who fills out the Application for Relief From Abuse is called the “Applicant” in the restraining order process. The person the Application is filed against is called the “Respondent.”

### Forms Needed to Apply for Relief from Abuse

Fill out an Application for Relief From Abuse (JD-FM-137), and an Affidavit (JD-FM-138). If you want temporary custody of children, you must also fill out an Affidavit Concerning Children (JD-FM-164).

### Fees

There are no court fees for the filing of the Application or for any motion to modify or extend the order. The fee for service of the Application and any ex parte order will be paid for by the Judicial Branch.

### Application Procedures

The Applicant must give the completed forms to the clerk. The Application and Affidavit(s) must be signed in front of a clerk, notary public or Commissioner of the Superior Court (lawyer).

The Application and Affidavit(s) will be reviewed by a Judge. The Applicant may have to testify in court when the Judge reviews the Application.

## Next Steps

### After the Judge Rules on the Application

If the Application for Relief From Abuse is granted, the clerk’s office will process the papers and return to the Applicant two (2) certified copies of any ex parte Restraining Order Relief From Abuse (JD-FM-139) and the original Application, Affidavit(s) and Order. The clerk will send a copy of the order or the information in the order to law enforcement within 48 (forty-eight) hours.

### Service of Process on the Respondent

The Applicant should immediately bring the original Application (JD-FM-137), Affidavit(s) (JD-FM-138 and, if there is one, JD-FM-164), and Restraining Order Relief From Abuse (JD-FM-139) or Order and Notice of Court Hearing (JD-FM-140) to a State Marshal or any proper officer for service. You may get a current list of State Marshals from the Judicial Branch web site at [www.jud.ct.gov](http://www.jud.ct.gov) or from the clerk’s office. At some court locations, a State Marshal will be at the courthouse at certain times during the day to help with service. The papers must be served on the Respondent at least 5 (five) days before the hearing date so that the Respondent knows about the ex parte order, if there is one, and the hearing date. If you do not know where the Respondent lives or cannot provide enough information about how to find the Respondent, the State Marshal or other proper officer may not be able to find and serve the Respondent and your protection might be limited.

If ex parte relief was ordered, the Applicant should keep one of the certified copies of the Restraining Order Relief From Abuse (JD-FM-139) with her or him at all times and the other in a safe place.

After the State Marshal serves the papers, the original papers must be returned to the clerk’s office so that the clerk can perform all necessary administrative and clerical tasks that are required before the scheduled court hearing date. It is recommended that the papers be returned to the clerk’s office at least two (2) full working days before the scheduled hearing date.

## Firearm Restrictions

Firearm restrictions apply to individuals subject to restraining or protective orders. A notice of the firearm restrictions is printed on the Restraining Order Relief From Abuse and Order and Notice of Court Hearing Relief From Abuse forms.

## The Court Hearing

### Court Procedure

The Applicant must be in court at the time and date scheduled for the hearing if she or he wants the court to enter or continue a restraining order. If the Respondent wants to be heard about the Application, the Respondent must also be in court at the time and date scheduled.

At the hearing, the Applicant will be able to tell the Judge the reasons for asking for or for continuing the restraining order and the Respondent will be able to speak, too. Witnesses or evidence that will support the Applicant’s claims or the Respondent’s defense should be brought to court.

### After the Hearing

After the hearing, if the restraining order is granted by the Judge, the Applicant will receive two (2) certified copies of a new Restraining Order Relief From Abuse (JD-FM-139) form. A copy will be given or mailed to the Respondent. The clerk will send a copy of the order or the information in the order to law enforcement within 48 (forty-eight) hours.

The Applicant should keep one of the certified copies of the Restraining Order Relief From Abuse (JD-FM-139) with her or him at all times and the other in a safe place.

### Testimony by Alternative Means

If a restraining order has been issued for the Applicant or a child, the Applicant may file a motion asking that the testimony of the Applicant or child be taken in a different place from the Respondent. The court may order the use of alternative means to obtain the testimony of any party or child, including the conducting of hearings by videoconference. If the Applicant wants to make this request, the motion should be filed with the court as soon as possible after the restraining order is issued.