

# JUSTICE / MUNICIPAL CIVIL COURT COVER SHEET

Court

Case No.

*(Assigned by Clerk's Office)*

Interpreter Needed: ☐ No ☐ Yes

Language:

## I. Party Information *(provide both home and mailing addresses if different)*

Plaintiff(s) (name/address/phone):	Defendant(s) (name/address/phone):
E-mail Address:	E-mail Address:
Attorney (name/address/phone):	Attorney (name/address/phone):
Law Firm/Bar#	Law Firm/Bar#
E-mail Address:	E-mail Address:

## II. Nature of Controversy *(please select the one most applicable filing type below)*

### Civil Case Filing Types

Real Property	Torts	Protection Orders
<b>Real Property</b> <input type="checkbox"/> Landlord/Tenant (Summary Eviction) <input type="checkbox"/> Unlawful Detainer Complaint (Writs of Restitution) <input type="checkbox"/> Other Real Property	<b>Negligence</b> <input type="checkbox"/> Auto <input type="checkbox"/> Premises Liability <input type="checkbox"/> Other Negligence <b>Other Torts</b> <input type="checkbox"/> Intentional Misconduct <input type="checkbox"/> Other Torts	<b>Protection Order</b> <input type="checkbox"/> Request for Domestic Violence Protective Order <input type="checkbox"/> Request for Protection Order (Non-Domestic Violence) <input type="checkbox"/> Sexual Assault Related <b>Protection Order- Extension Request</b> <input type="checkbox"/> Request for Extended Domestic Violence Protective Order <input type="checkbox"/> Request for Extended Protective Order (Non-Domestic Violence)
Contract Case	Other Civil Filings	
<b>Seller Plaintiff (Debt Collection)</b> <input type="checkbox"/> Credit Card Collection <input type="checkbox"/> Payday Loan Collection <input type="checkbox"/> Debt Collection Agency <input type="checkbox"/> Other Debt Collection <b>Other Contract Case</b> <input type="checkbox"/> Contract Buyer Plaintiff <input type="checkbox"/> Other Contract Case	<b>Other Civil Filing</b> <input type="checkbox"/> Contested Liens Case <input type="checkbox"/> District Court Order to Seal Records <input type="checkbox"/> Petition to Seal Records <input type="checkbox"/> Other Civil Matters	

Date

Signature of initiating party or representative

## Civil Case Filing Types - Definitions:

**Landlord/Tenant (Summary Eviction):** A case for exclusion of a tenant for default of rent or other deficiency following as in NRS 40.253 and 40.254. These are eviction cases where a landlord cannot get a money judgment.

**Unlawful Detainer Complaint (Writs of Restitution):** A case involving a formal complaint alleging the occupant's right to possess a property has been terminated after the foreclosure or sale of a property. This category includes evictions of commercial tenants on any basis other than nonpayment of rent.

**Other Real Property:** A case involving disputes of real property that does not fit within the definitions of Landlord/Tenant or Unlawful Detainer Complaint.

**Credit Card Collection:** A debt collection case where the petitioner is a credit card company.

**Payday Loan Collection:** A debt collection case where the petitioner is a payday loan company.

**Debt Collection Agency:** A debt collection case where the petitioner is a debt collection agency.

**Other Debt Collection:** A debt collection case that does not fit within the definitions of any other debt collection case category. This category includes tax collection cases.

**Contract Buyer Plaintiff:** A contract case (expressed or implied) involving a buyer of goods or services alleging that a seller of goods or services has failed to either deliver said goods or services or honor a warranty.

**Other Contract Case:** A contract case (expressed or implied) that does not fit within the definitions of a Contract Buyer Plaintiff case.

**Auto:** A negligence case resulting from personal injury, property damage, or wrongful death arising out of a party's alleged negligent operation of a motor vehicle.

**Premises Liability:** A negligence case involving liability resulting from alleged negligence on property that results in damages or injuries to persons or property occupying said property.

**Other Negligence:** A negligence case that does not fit within the definitions of Auto negligence or Premises Liability.

**Intentional Misconduct:** A case involving issues of an alleged intentional misconduct. Examples include assault, battery, fraud, punitive damages, defamation, libel, and slander.

**Other Torts:** A case that does not fit within the definitions of any other negligence case type or Intentional Misconduct.

**Contested Liens Case:** A case that contests the validity of liens, or requests the enforcement of liens. Examples include the enforcement of mechanics' liens (NRS 108.239) and liens of owners of storage facilities, or to contest the validity of liens on mobile and manufactured homes.

**District Court Order to Seal Records:** An order from the District Court to the Justice or Municipal Court which directs the Justice or Municipal Court to seal their records. Original Petitions to Seal Records should be counted as "Other Civil Matters."

**Petition to Seal Records:** A case that involves a request to seal records of a previous court case or other matters under the courts jurisdiction. Orders by the district courts to seal records should select the District Court Order to Seal Records case type instead.

**Other Civil Matters:** A case that involves a matter that does not fit within the definitions of any other civil case category. This includes "Confessions of Judgment" and Petitions to Seal Records.

**Request for Domestic Violence Protective Order:** A protection order application for a temporary order for protection from a person who has committed or may commit an act of domestic violence (including battery). (Refer to NRS 33.020, 33.030, 33.080, 33.100, and 200.481.)

**Request for Protection Order (Non-Domestic Violence):** A protection order application for a temporary order for protection from a person who has or may commit an act of harassment, stalking, or threat to life not related to domestic violence or sexual assault.

**Sexual Assault Protection Orders:** A protection order application for an order for protection against a person who has or may commit an act related to sexual assault. (Refer to NRS 193.166 and 200.378).

**Requests for Extended Domestic Violence Protective Orders:** A protection order case involving a request for an extended order for protection against domestic violence (including battery). (Refer to NRS 33.020, 33.030, 33.080, 33.100, and 200.481.)

**Requests for Extended Protective Orders (Non-Domestic Violence):** A protection order case involving a request for an extended order for protection against harassment, stalking, or threat to life not related to domestic violence.

IN THE JUSTICE COURT OF  
THE INCLINE VILLAGE-CRYSTAL BAY TOWNSHIP  
COUNTY OF WASHOE, STATE OF NEVADA

\_\_\_\_\_  
Applicant (*print your name above*),

vs.

\_\_\_\_\_  
Adverse Party (*print the name of the person you want  
protection from above*).

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

DEPT: \_\_\_\_\_

**APPLICATION FOR PROTECTION**

1. **Your information** (*you are the “Applicant”*).

Your name: \_\_\_\_\_  
*(first)**(middle)**(last)*

2. **Who do you want to be protected from** (*this person is the “Adverse Party”*)?

Name: \_\_\_\_\_  
*(first)**(middle)**(last)*

3. **Who needs protection** (*check all that apply*)?

☐ Me.

☐ Minor child (see definition on bottom of page 2).

☐ The following household members, including minor children not included in definition on page 2.

Name	Date of Birth	Relationship to Applicant	Relationship to Adverse Party

4. **Why do you need to be protected from the person named above** (*you must check one*)?

☐ **The Adverse Party committed acts of stalking or aggravated stalking against me.**

**Definition of stalking, aggravated stalking and harassment:**

**Stalking:** A person commits the crime of stalking when, without lawful authority, that person willfully or maliciously engages in a course of conduct directed towards a victim that would cause a reasonable person under similar circumstances to feel terrorized, frightened, intimidated, harassed or fearful for his or her immediate safety or the immediate safety of a family or household member, and that actually causes the victim to feel terrorized, frightened, intimidated, harassed or fearful for his or her immediate safety or the immediate safety of a family or household member. NRS 200.575(1)

**Aggravated Stalking:** A person who commits the crime of stalking and in conjunction therewith threatens the person with the intent to cause the person to be placed in reasonable fear of death or substantial bodily. NRS 200.575(2)

**Harassment:** A person commits harassment when: (a) Without lawful authority, the person knowingly threatens: (1) To cause bodily injury in the future to the person threatened or to any other person; (2) To cause physical damage to the property of another person; (3) To subject the person threatened or any other person to physical confinement or restraint; or (4) To do any act which is intended to substantially harm the person threatened or any other person with respect to his or her physical or mental health or safety; **and** (b) The person by words or conduct places the person receiving the threat in reasonable fear that the threat will be carried out. NRS 200.571

☐ **The Adverse Party committed a sexual assault on me.**

**Definition of sexual assault:** A person commits sexual assault if they subject another person to sexual penetration, or forces another person to make a sexual penetration on himself or herself or another, or on a beast, against the will of the victim or under conditions in which the perpetrator knows or should know that the victim is mentally or physically incapable of resisting or understanding the nature of his or her conduct. NRS 200.366

☐ **Protection of Children:** The parent or guardian of a child may petition any court of competent jurisdiction on behalf of the child for a temporary or extended order against a person who is 18 years of age or older and who the parent or guardian reasonably believes has committed or is committing a crime involving: (a) Physical or mental injury to the child of a nonaccidental nature; or (b) Sexual abuse or sexual exploitation of the child. NRS 33.400

**Are you applying on behalf of a minor child?** ☐ **No** ☐ **Yes**

Child's name: \_\_\_\_\_  
(first) (middle) (last)

***As you complete the application, please keep in mind that you are filling in the questions as they pertain to the actions/incident committed upon the child.***

5. **How do you know the person you need protection from** *(check all that apply)*?
- ☐ We are related by blood or marriage. Explain \_\_\_\_\_
- ☐ We are or used to be friends/acquaintances.
- ☐ We are neighbors or reside in the same neighborhood.
- ☐ We are or were co-workers.
- ☐ Other: *(specify relationship)*: \_\_\_\_\_

6. **Are there any other current or prior court cases that involve you and the Adverse Party in any court?**

- ☐ No.
- ☐ Yes. If you know, please list the case type, county, state, and case number:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

7. **Firearms / Guns.**  
**Does the Adverse Party own a gun or have a gun in his/her possession or control?**

- ☐ No    ☐ Yes    ☐ I don't know.

8. **Most Recent Event.** *Think about the **most recent** event. These questions ask about the most recent event only.*

Approximate date it happened: \_\_\_\_\_

City / State / Location where it happened: \_\_\_\_\_

\_\_\_\_\_

Did the other person use or threaten to use a weapon?    ☐ No    ☐ Yes.

**What Happened?** *Explain the **most recent** event and describe any injuries. Give **specific** and **detailed** information about the event. **You can list past events on the next page.** If you are filing on behalf of a child, include details about what happened to the child.*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[illegible]

*Attach more pages if you need more room (pages 4a, 4b, 4c).*

9. **Past Event(s).**

*Think about any other times the person you want protection from threatened or abused you and/or the child/children. The following questions ask about any past events that may have happened.*

Approximate Date: \_\_\_\_\_

What Happened: \_\_\_\_\_

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Approximate Date: \_\_\_\_\_

What Happened: \_\_\_\_\_

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10. **Law enforcement involvement.**

Was law enforcement informed? ☐ No ☐ Yes

**a. If so, please provide a copy of the police/incident report.**

Was anyone arrested? ☐ No ☐ Yes (Who): \_\_\_\_\_

Is the Adverse Party in jail? ☐ No ☐ Yes

11. Temporary Protections Requested (*check all that apply*).

***Do not list any confidential addresses.***  
***The other person will get a copy of this application and will see any addresses you write down.***

☐ **Prohibited Activities.** The Adverse Party should not threaten, physically injure, or harass me and/or the minor child, either directly or through someone acting on his/her behalf.

☐ **No Contact or Restricted Contact.** The Adverse Party should not contact me and/or the minor child at all, either in person, by phone / text, by email or through social media.

☐ **Current Residence.** The Adverse Party should stay away from my current residence.

Do you and the Adverse Party live together? ☐ No ☐ Yes

If yes, whose name is listed on the lease/title? \_\_\_\_\_

Does the Adverse Party know where you live? ☐ No ☐ Yes

If no, is your address confidential? ☐ No ☐ Yes (*don't list your address*)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
County

Do you and the Adverse Party live in the same complex/property/trailer park? ☐ No ☐ Yes

☐ No. Should the Adverse Party stay away from the entire complex/property/trailer park? ☐ No ☐ Yes

☐ Yes. If so, explain the distance and need for protection in that complex/property/trailer park: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ **Personal Belongings.**

☐ I need to get my belongings. I want law enforcement to come with me to the Adverse Party's residence so I can pick up my belongings. The address I need to go to is (*list street address, apartment number, city, state, zip*): \_\_\_\_\_  
\_\_\_\_\_

☐ The other party needs to get his/her belongings. Law enforcement should come with the Adverse Party to my residence to pick up his/her belongings.



☐ **Work.** The Adverse Party should stay away from my workplace.

Do you and the Adverse Party work at the same place? ☐ No ☐ Yes

Is your work address confidential? ☐ No ☐ Yes (*do not write details below*)

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code County

\_\_\_\_\_  
City, State, Zip Code County

☐ **School/Daycare.** The Adverse Party should stay away from my school and/or the child's school/daycare.

Is the school/daycare address confidential? ☐ No ☐ Yes (*do not write details below*)

\_\_\_\_\_  
School/Daycare

\_\_\_\_\_  
School/Daycare

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code County

\_\_\_\_\_  
City, State, Zip Code County

☐ **Other Places.** The Adverse Party should stay away from the following places that I and/or the minor children go to regularly.

\_\_\_\_\_  
Location

\_\_\_\_\_  
Location

\_\_\_\_\_  
Why?

\_\_\_\_\_  
Why?

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code County

\_\_\_\_\_  
City, State, Zip Code County

**About Extended Protection Orders:**

*This application automatically asks the judge to issue up to a 45-day temporary protection order  
without notifying the other person first.*

***You can also ask for an extended order that could last for up to 2 years.***

*If you do, the judge will set a hearing. You and the other person will have to appear in court and  
explain your side before the judge can extend the protection order.*

**12. Length of Protection Order.**

- ☐ **I want an order up to 45 days only.**
- ☐ **I want an order up to 45 days PLUS an extended order that could last up to 2 years.**

**13. Other Exhibits.** You may attach documents, pictures, or anything else that you would like the judge to look at and consider when reviewing your application. **The Adverse Party will receive a copy of all documents/evidence you provide.**

**Describe what you are attaching:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**14. This document does not contain the personal information of any person as defined by NRS 603A.040.**

**I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct.**

Dated \_\_\_\_\_, 20\_\_\_\_. Submitted by: \_\_\_\_\_  
(your signature)

\_\_\_\_\_  
(print your name)

**VERIFICATION**

I declare that I am the applicant in the above-entitled action; that I have read the foregoing application and know the contents thereof; that the pleading is true of my own knowledge, except for those matters therein contained stated upon information and belief, and that as to those matters, I believe them to be true. I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct.

Dated \_\_\_\_\_, 20\_\_\_\_. Submitted by: \_\_\_\_\_  
(your signature)

\_\_\_\_\_  
(print your name)

# WASHOE COUNTY SHERIFF'S OFFICE

## CIVIL SECTION



### INSTRUCTIONS FOR SERVICE PLEASE FILL OUT COMPLETELY

What Type of Paper is Being Served? <input type="checkbox"/> Protection Order <input type="checkbox"/> Notice of Hearing <input type="checkbox"/> Summons & Complaint <input type="checkbox"/> Subpoena <input type="checkbox"/> Other: _____							
<b>Name of Person Being Served</b> Name: _____ Last      First      Middle							Alias
Date of Birth	SS#	<input type="checkbox"/> Male <input type="checkbox"/> Female	Race	Height	Weight	Eye Color	Hair Color
Last Known Address Street: _____ City _____ State: _____ Zip: _____				Phone(s) w/Area Code		Need Interpreter? <input type="checkbox"/> Yes <input type="checkbox"/> No Language: _____	
Employer Name		Employer Address Street: _____ City _____ State: _____ Zip: _____				WORK Hours: _____ Phone: _____	
Vehicle License Number	Vehicle Make and Model	Vehicle Color	Vehicle Year	Driver's License Number			State
<b>Does the restrained person have a disability, brain injury, or impairment requiring special assistance</b> when law enforcement serves the order? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, describe (continue on back if needed)							
<b>Hazard Information</b> - Restrained Person's History Includes: <input type="checkbox"/> Involuntary/Voluntary Commitment <input type="checkbox"/> Suicide Attempt or Threats <input type="checkbox"/> Assault <input type="checkbox"/> Assault with Deadly Weapons <input type="checkbox"/> Alcohol/Drug Abuse <input type="checkbox"/> Other: _____				<b>Weapons:</b> <input type="checkbox"/> Handguns <input type="checkbox"/> Rifles <input type="checkbox"/> Knives <input type="checkbox"/> Explosives <input type="checkbox"/> Other _____ <b>Location of Weapons:</b> <input type="checkbox"/> Vehicle <input type="checkbox"/> on Person <input type="checkbox"/> Residence Describe in detail: _____			
<b>Plaintiff / Applicant Information</b> Name: _____ Last      First      Middle							
Date of Birth	<input type="checkbox"/> Male <input type="checkbox"/> Female	Race	Height	Weight	Eye Color	Hair Color	
If your information <b><i>is not confidential</i></b> , you must enter your address and phone number(s)							
Current Address Street: _____ City _____ State: _____ Zip: _____				Phone(s) w/Area Code		Need Interpreter? <input type="checkbox"/> Yes <input type="checkbox"/> No Language: _____	
If your information <b><i>is confidential</i></b> , you must provide the name, address and phone number of someone willing to be your "contact."							
Contact Name	Contact Address Street: _____ City _____ State: _____ Zip: _____				Contact Phone		

# **CONFIDENTIAL PROTECTION ORDER INFORMATION**

**Law Enforcement: Do not serve this sheet** with documents to be delivered.

**Applicant:** Print clearly all the information you know. This helps law enforcement locate and serve the Adverse Party.

## **YOUR INFORMATION**

Your Name: \_\_\_\_\_ ☐ M ☐ F ☐ O  
(OBO Minor Child) (First) (Middle) (Last)

Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_ Race: \_\_\_\_\_  
(MM) (DD) (YY)

Address: \_\_\_\_\_  
(Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Mailing Address: \_\_\_\_\_  
(If different) (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ I prefer to be notified of future court dates by ☐ email / ☐ mail

## **ADVERSE PARTY INFORMATION**

Name: \_\_\_\_\_ ☐ M ☐ F ☐ O  
(First) (Middle) (Last)

Other Name Used: \_\_\_\_\_  
(First) (Middle) (Last)

Birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_ Race: \_\_\_\_\_  
(MM) (DD) (YY)

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

Home Address: \_\_\_\_\_  
(Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Is this address difficult to find? ☐ No ☐ Yes: explain: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(If different) (Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Other Likely Address: \_\_\_\_\_  
(Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Employer: \_\_\_\_\_ Position: \_\_\_\_\_ Work Days: \_\_\_\_\_ Work Hours: \_\_\_\_\_

Work Address: \_\_\_\_\_  
(Street Address) (Bldg/Apt#) (City) (State) (Zip Code)

Scars/Marks/Tattoos (Description and Location): \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ License Plate Number/State: \_\_\_\_\_

Do you live with Adverse Party now? ☐ Yes ☐ No

Have you ever lived with Adverse Party? ☐ Yes ☐ No

Does the Adverse Party speak English? ☐ Yes ☐ No: What language does he/she speak? \_\_\_\_\_

Do you work for the same employer? ☐ Yes ☐ No

Is the Adverse Party likely to act violently when served? ☐ Yes ☐ No

Is the Adverse Party likely to avoid service? ☐ Yes ☐ No

Does the Adverse Party have a CCW Permit? ☐ Yes ☐ No

Does the Adverse Party have access to weapons? ☐ Yes ☐ No

If yes, please describe type and location of weapon(s): \_\_\_\_\_

Does the Adverse Party have a history of violent behavior or crimes? ☐ Yes ☐ No

If yes, explain: \_\_\_\_\_

**Do not write in this space. For court purposes only.**

Issuing Court ORI: NV \_\_\_\_\_

Court Case Number: \_\_\_\_\_