

**Jerome Kaszubowski**  
Clerk of Circuit Court & Comptroller  
Highlands County, Florida

CLERK OF CIRCUIT COURT  
CLERK OF COUNTY COURT  
COUNTY AUDITOR  
COUNTY RECORDER  
CLERK TO THE BOARD OF COUNTY COMMISSIONERS

590 S COMMERCE AVE  
SEBRING FL 33870-3867  
PHONE (863) 402-6565  
FAX (863) 402-6768

### INFORMATION SHEET ON SEXUAL VIOLENCE INJUNCTIONS

IF YOU ARE IN NEED OF AN INJUNCTION FOR PROTECTION AGAINST SEXUAL VIOLENCE, YOU MAY OBTAIN ASSISTANCE IN FILING FOR AN INJUNCTION FOR PROTECTION AT THE OFFICE OF THE CLERK OF THE COURT, HIGHLANDS COUNTY COURTHOUSE, LOCATED AT 430 SOUTH COMMERCE AVE., ROOM 102, SEBRING. PLEASE NOTE OUR MAILING ADDRESS IS DIFFERENT FROM OUR LOCATION: 590 SOUTH COMMERCE AVENUE. YOU MUST APPEAR IN PERSON WEEKDAYS, 8:00 A.M. TO 5:00 P.M. YOU SHOULD ARRIVE AS EARLY IN THE DAY AS POSSIBLE, PREFERABLY BEFORE NOON, TO ALLOW TIME FOR THE COURT TO REVIEW YOUR PAPERWORK, AND FOR THE SHERIFF TO RECEIVE AND PROCESS THE COURT ORDER. PLEASE BE AWARE THAT THE INITIAL FILING PROCEDURE TAKES APPROXIMATELY TWO (2) HOURS.

TO DETERMINE IF YOU QUALIFY FOR AN INJUNCTION UNDER FLORIDA STATUTE 784.046, PLEASE SEE THE ATTACHED COPY OF THE STATUTE. THE CLERK CAN NOT DETERMINE WHETHER OR NOT YOU QUALIFY. BY FILING YOUR OWN PAPERWORK WITHOUT AN ATTORNEY, YOU ARE ACTING AS YOUR OWN ATTORNEY. YOU MUST READ THE STATUTE, AND MAKE YOUR OWN DETERMINATION AS TO WHETHER OR NOT YOU BELIEVE YOU MEET THE REQUIREMENTS OF THE STATUTE.

YOU CAN ASK FOR AN EMERGENCY INJUNCTION ORDER TO BE PUT INTO PLACE THE SAME DAY THAT YOU FILE. THE JUDGE MAY DENY YOUR EMERGENCY REQUEST, AND CONSIDER YOUR INJUNCTION AT A HEARING. **A HEARING WILL BE HELD ON YOUR PETITION, WHETHER OR NOT AN EMERGENCY ORDER IS ENTERED, UNLESS THE JUDGE THROWS OUT THE CASE. IF AN EMERGENCY ORDER IS ENTERED ON THE DAY THAT YOU FILE, IT WILL ONLY BE VALID UNTIL YOUR HEARING DAY. ON YOUR HEARING DAY, DO NOT WEAR SHORTS, AND DO NOT BRING CHILDREN.** YOU MUST APPEAR AT YOUR HEARING, AND THE HEARING MUST BE HELD WITHIN FIFTEEN (15) DAYS OF THE DAY YOU FILE THE INJUNCTION, OR WITHIN FIFTEEN DAYS OF RESPONDENT'S RELEASE DATE FROM INCARCERATION. YOUR HEARING TIME, DATE, AND LOCATION WILL BE NOTED ON THE ORDER THAT YOUR CLERK WILL BE ABLE TO PROVIDE YOU THE SAME DAY THAT YOU FILE. BE SURE TO PICK UP YOUR PAPERWORK FROM THE CLERK TO FIND OUT HOW THE JUDGE RULES ON YOUR CASE. ALWAYS BE SURE TO ARRIVE FOR ANY COURT HEARING FIFTEEN (15) MINUTES BEFORE YOUR ASSIGNED TIME, AND CHECK WITH THE BAILIFF TO ASSURE THAT YOUR HEARING LOCATION HAS NOT BEEN CHANGED TO ANOTHER ROOM IN THE COURTHOUSE. **IF YOU DO NOT APPEAR AT THE HEARING, THE JUDGE MAY OR MAY NOT DISMISS YOUR INJUNCTION. IT IS ALSO POSSIBLE THAT AN INSTRUCTION WILL BE GIVEN TO THE CLERK TO ATTEMPT TO LOCATE YOU, TO ASSURE THAT YOU ARE SAFE. PLEASE KEEP IN TOUCH WITH THE CLERK'S OFFICE.**

THE STATEMENTS YOU MAKE WHILE FILING FOR AN INJUNCTION MUST BE TRUE AND CORRECT. YOU WILL BE SWORN UNDER OATH, AND PERJURY IS A CRIMINAL OFFENSE.

PLEASE BE AWARE THAT THE HIGHLANDS COUNTY SAFEHOUSE PROVIDES COUNSELING AND SAFETY FOR VICTIMS OF VIOLENCE. FOR FURTHER INFORMATION ABOUT THE SAFEHOUSE, ASK YOUR CLERK.

BRING WITH YOU: PROPER IDENTIFICATION, IF AVAILABLE. IF YOU ARE UNABLE TO SHOW PROPER IDENTIFICATION ON THE DAY YOU APPEAR TO FILE, BE PREPARED TO SHOW PROPER IDENTIFICATION BEFORE OR ON YOUR HEARING DAY. THE ATTACHED PETITION COMPLETED IN YOUR OWN HANDWRITING, IF MEDICALLY POSSIBLE, USING BLACK LEGIBLE INK. IF YOU ARE FILING ON BEHALF OF A MINOR, REFER TO THE ATTACHED STATUTE FOR OTHER NECESSITIES. IF ANYONE ASSISTS YOU IN COMPLETING THESE FORMS, PLEASE NOTE THE NAME OF THE PERSON ON THE BOTTOM OF THE FORM, AND MAKE YOUR CLERK AWARE OF IT WHEN YOU FILE THE PAPERS. INCIDENT REPORT FROM A LAW ENFORCEMENT AGENCY OR NOTICE OF INMATE RELEASE.

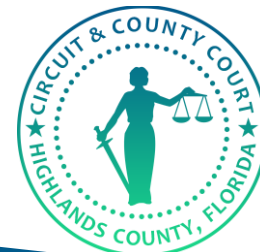
**ALLOW 2 HOURS TO FILE THE PAPERWORK.  
PLEASE USE LEGIBLE BLACK INK ONLY**

JEROME KASZUBOWSKI, CLERK OF CIRCUIT COURT HAS A STAFF OF QUALIFIED DEPUTY CLERKS WHO STAND READY TO RESPOND TO YOUR QUESTIONS WITHIN THE SCOPE OF THEIR AUTHORITY, AND TO PROVIDE YOU WITH THE NEEDED ASSISTANCE IN FILING FOR PROTECTION AGAINST FUTURE ABUSE. IF YOU NEED ANY FURTHER INFORMATION PLEASE CALL THE CLERK'S OFFICE AT **TELEPHONE #: 863-402-6723**.

DO YOU NEED THE SERVICES OF AN INTERPRETER?  YES OR  NO IF YES/ LANGUAGE \_\_\_\_\_

I HAVE READ THE ABOVE, ALONG WITH THE ATTACHED STATUTE, AND UNDERSTAND EVERYTHING CONTAINED

THEREIN. SIGNATURE: \_\_\_\_\_





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