

## FAQS

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- ◆ **Is there a cost to file for a DVCPO?** There is no cost.
- ◆ **How long can a DVCPO last?** A DVCPO remains in force until the date indicated on the Order, with 5 years being the maximum amount of time.
- ◆ **What do I need to bring with me to file for a DVCPO?** You must bring a picture ID, Respondent's full name, date of birth and last known address.
- ◆ **How long does it take to file a DVCPO?** The filing process can take up to 4 hours.
- ◆ **Do I need an attorney to file for a DVCPO?** No, however, the Court highly recommends you obtain legal representation. If you choose to go forward without the assistance of an attorney, you will be held to the same standards as one.
- ◆ **Where can I park?** Parking is in the Huntington Parking Garage, located at the Courthouse, daily rates apply. There is no free parking in and around the Courthouse. There are public lots in the surrounding area.

## Legal Words to Know

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- ◆ **Advocate** – Person who provides support and resources to a Petitioner during the court process.
- ◆ **Cohabitation** – Living together as spouses but not married.
- ◆ **Continuance** – Delay of a court hearing to another day.
- ◆ **Ex-Parte Hearing** – Emergency hearing where only the Petitioner is present.
- ◆ **Full Hearing** – Final hearing where both parties and other witnesses testify, and evidence is offered to the Magistrate who issues a decision.
- ◆ **Magistrate** – Court official who hears the case and issues an Order.
- ◆ **Petition** – Request asking the Court to issue a DVCPO.
- ◆ **Pro Se** – Person who represents him/herself in court without an attorney.
- ◆ **Respondent** – Person against whom claims are made.
- ◆ **Service** – Process of informing a person about the legal action filed against that person.

Hon. Leslie Ann Celebrezze  
Administrative Judge

Hon. Diane M. Palos  
Hon. Rosemary Grdina Gold,  
Hon. Francine B. Goldberg  
Hon. Tonya R. Jones

Divorce cases are handled by the Help Center located in the County Courthouse in Room 114 A (1st. Floor). Call 216-443-8880

Pursuant to Federal Law, Domestic Violence Cases are not available online

For legal assistance contact:

The Cleveland Metropolitan Bar Association Lawyer Referral Service  
1301 East 9th St., Cleveland, OH  
(216)- 696– 3525

The Legal Aid Society  
1223 W. 6th St., Cleveland, OH  
216) 687-1900

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CourtConnect**



# DOMESTIC VIOLENCE DEPARTMENT



A central location to get help with Domestic Violence Civil Protection Orders and resources for all cases within the court's jurisdiction that involve allegations of domestic violence.

Cuyahoga County Courthouse  
Domestic Relations Court  
Domestic Violence Department  
1 W. Lakeside Ave.  
Cleveland, OH 44113  
Room 53 (Ground Level)  
216-698-8529  
Hours: 8:30 am - 4:30 pm  
Website: [domestic.cuyahogacounty.us](http://domestic.cuyahogacounty.us)

## What is a DVCPO?

A **Domestic Violence Civil Protection Order (DVCPO)** is a court order issued to protect a victim of domestic violence.

## What Can a DVCPO do?

A DVCPO can provide the following relief:

- ◆ **Direct the respondent to refrain from abusing, threatening, stalking, harassing or from committing sexually oriented offenses** against the family, household members or person in a dating relationship named as protected.
- ◆ **Grant the Petitioner exclusive rights to reside in the home** and order the Respondent to leave the home.
- ◆ **Temporarily grant parental rights and responsibilities** of minor children, if no other court has determined, or is determining parental rights and responsibilities for the minor children.
- ◆ **Order the Respondent not to enter or get within 500 ft.** of the residence, school, business, or place of employment of the Petitioner, family or household member.
- ◆ **Order removal of the Respondent's weapons** should he/she possess them.

## Preparing for Court

- ◆ Be on time.
- ◆ Show up to all hearings.
- ◆ Be prepared to prove your claims. Bring evidence you intend to present to the Court.
- ◆ Review and be familiar with all documents before the hearing.

## Court Hearings

There are two hearings involved.

### Ex Parte Hearing

- ◆ An emergency hearing where only the Petitioner is present. It is held the same day a Petition for DVCPO is filed.

### Full Hearing

- ◆ A final hearing where parties and witnesses can testify, and evidence is offered. The Court can hold a full hearing only after the Respondent has been served with the Petition and/or the Ex Parte DVCPO.

## Domestic Violence Department Staff

- ◆ Intake Specialists
- ◆ Advocates
- ◆ Case Manager
- ◆ Directors
- ◆ Hearing Officers

## How Can Our Staff Help You?

- ◆ Explain the filing process.
- ◆ Explain the hearing process.
- ◆ Refer you to a Domestic Violence Advocate.
- ◆ Provide all necessary forms and notary services for DVCPO.
- ◆ Review all necessary forms to file for a DVCPO.
- ◆ File all necessary forms with the Clerk of Courts.
- ◆ Provide a monitored, safe waiting area.
- ◆ Direct you to the Magistrate who will hear your case.
- ◆ Assist with the scheduling of the Full Hearing.
- ◆ Obtain certified copies of the Ex Parte Order, if one is granted.
- ◆ Provide case management services and compliance monitoring.
- ◆ Notary services.

## Our Staff Cannot:

- ◆ Provide you with an attorney.
- ◆ Provide legal advice.

## Advocates:

- ◆ Advocates from the Domestic Violence & Child Advocacy Center (DVCAC) are on-site and may be available to provide support during the filing and hearing process.
- ◆ Advocates can assist with safety planning and crisis intervention, and can provide resources.
- ◆ Advocates can be reached at 216-443-3155 or 216-443-2136. For 24 hour assistance, contact 216-391-HELP.

