

## Obtaining Judge's Ruling

The Clerk's Office will assist you in registering as a Pro Se User for our Hillsborough Online Viewing of Electronic Records (HOVER) system which gives you 24/7/365 access to case information and documents along with the ability to print and save documents.

Please let the clerk assisting you know that you are interested in registering for HOVER.

You will be sent an activation link to the email address you provide where you can set up your user name and password for your account.

The Clerk will provide you your case number on the front of this brochure. You will use the number to search the system for your case.

Visit [www.hillsclerk.com](http://www.hillsclerk.com) and navigate to the Hillsborough Online Viewing of Electronic Records (HOVER) system section.

Select "Case Search" located on the upper left corner of the page and enter your case number in the search box.

### You may also call our office for information related to the status of your case:

► If filing **BEFORE** 3:00pm, call our office between 4:30pm and 5:00pm the same day to receive the Judge's ruling as to the petition.

► If filing **AFTER** 3:00pm, call our office the following business day after 8:00am to receive the Judge's ruling.

► If filing on a Saturday, Sunday, or holiday, the Clerk's representative will advise you when to contact our office.

## IMPORTANT TELEPHONE NUMBERS

\*\*\*\*\* FREE \*\*\*\*\*

### LEGAL ADVICE / REPRESENTATION FOR VICTIMS OF DOMESTIC VIOLENCE

To apply, call *Bay Area Legal Services*  
at (813)232-1343

Ask for an appointment with the *Domestic Violence Attorney*; mention the date and time if you have an upcoming hearing.

### LOCAL DOMESTIC VIOLENCE SHELTER

The Spring of Tampa Bay, Inc.  
Telephone: 813-247-7233

### OFFICE OF THE STATE ATTORNEY

Telephone: 813-272-5400  
**VICTIM'S ASSISTANCE PROGRAM**  
419 N Pierce Street, Room 311, 3rd Floor  
Telephone: 813-272-6472

### ELDER JUSTICE CENTER

GEORGE EDGECOMB COURTHOUSE  
ROOM 481, 4TH FLOOR  
Telephone: 813-276-2726

### LAW ENFORCEMENT AGENCIES

In Case of Emergency.....911  
HCSO.....813-247-8200  
Plant City.....813-757-9200  
TPD.....813-231-6130  
Temple Terrace  
Police Department.....813-989-7111



## Injunction for Protection Against Violence Program

George Edgecomb Courthouse  
800 East Twiggs Street, Rm 205  
Tampa, FL 33602  
Telephone: 813-276-8100 Ext 4356

### **Hours of Operation:**

Monday— Friday, 8:00am — 5:00pm  
Saturdays, Sundays,  
and Holidays, 7:00am — 10:00am

Plant City Courthouse  
301 North Michigan Avenue, Suite 1071  
Plant City, FL 33563  
Telephone: 813-757-3918

Brandon Regional Service Center\*  
311 Pauls Drive, Suite 110  
Brandon, FL 33511

Southshore Regional Service Center\*  
410 30th Street S. E. , Suite 126  
Ruskin, FL 33570

### **Hours of Operation:**

Monday— Friday, 8:00am — 5:00pm

**\*Pick up Certified Copies of Temporary Orders Only**

Website: [www.hillsclerk.com](http://www.hillsclerk.com) ->  
Navigate to Hillsborough Online Viewing of  
Electronic Records (HOVER)

Updated: 08/26/16

## INJUNCTIONS FOR PROTECTION (IFP) AGAINST VIOLENCE

You must be 18 years or older in order to file a Petition for Injunction. Please bring state issued identification with you. If you are under the age of 18, you must have a parent or legal guardian accompany you and file the petition on your behalf. If you are filing on behalf of a minor child or against a minor child, please let the clerk know. Minor children will have to attend the hearing. You can only file a petition at the Tampa and Plant City locations.

You are filing a civil action which is a public record. Once you have filed your completed petition with the clerk it may not be changed or altered.

### ► STEP 1: How Do I Complete a Petition?

Please write only on the front of the forms in your packet using black ink. The petition for injunction must be sworn to by the Petitioner and filed with the Clerk of the Circuit Court. No filing fee is required.

The person filing the Petition is referred to as the **PETITIONER**. The person which the Petition is being filed against is referred to as the **RESPONDENT**.

In order for the court to determine whether there is sufficient evidence to grant a Temporary Injunction, your petition must include specific facts and circumstances, including dates, which convince the Court that an immediate and present danger of violence exists.

The Respondent will be served with a copy of the petition you are filling out along with the Temporary Order. If you are filing a Petition for Injunction Against Domestic Violence or Sexual Violence, you may file a **Confidential Address Affidavit**. If you choose to use a Confidential Address Affidavit, do not write your address anywhere within your packet.

### ► STEP 2: How Do I Find Out the Judge's Decision?

The Clerk's Office will forward your petition to a judge who will review the petition and determine whether your petition meets the statutory criteria in order to issue a Temporary Injunction. You must contact the the Clerk's Office to find out if the judge has granted your temporary injunction either by phone or by visiting our website. If a Temporary Injunction is granted, the Court will schedule a hearing within **15 days** from the date your Petition was filed. Your hearing date and time cannot be changed.

The Clerk will provide you with two (2) certified copies of the Temporary Injunction and Petition and you should return to the Clerk's Office to pick up your copies.

Please refer to the front of the brochure for our office locations. These copies should be kept with you at all times. If the Respondent approaches you at any time, you should immediately contact law enforcement and they can serve the Respondent with your copies.

### ► STEP 3: *How do I find out if my Temporary Injunction has been Served?*

The Clerk will furnish copies to the Sheriff of the county where the Respondent resides or can be located. If the Respondent resides outside of the state, you should request an Out-of-State Service Packet when you pick up your copies. The Sheriff will serve the Respondent as soon as possible during their regular working hours. **You may call the Hillsborough County Sheriff's Civil Process Section Monday–Friday, 8am–5pm, to find out if the Respondent has been served at telephone number: 813-242-5214, 242-5216 and 242-5211.**

### ► STEP 4: *What if my Temporary Injunction has not been served by the court date?*

If the Sheriff's Office is unable to serve the Respondent prior to the hearing date, **you must still attend the hearing to avoid dismissal of your petition.** A new court date will be scheduled and your Temporary Injunction will be extended.

### ► STEP 5: *What happens during the hearing?*

You are required to appear at the hearing to give sworn testimony regarding the allegations in your petition. The Respondent will have an opportunity to testify regarding their recollection of the alleged incident(s). At this hearing, the court will determine whether to grant or deny your request for a Permanent Injunction for Protection.

If you are granted a Permanent Injunction for Protection you will be provided a copy of the order at the hearing. You should keep this copy with you at all times. Based on the severity of any violation of the court order, you should first consider contacting law enforcement for assistance. You may return to the Injunction Program of the Clerk's office to file an Affidavit of Violation of Injunction regardless if the Respondent has been arrested for the violation.