## Order of Protection Process Skokie Courthouse 5600 Old Orchard Rd. Skokie, IL. 60077

- Arrival
  - Enter through the main doors and proceed through the security checkpoint.
  - Go to the Office of the Clerk of the Circuit Court (located directly to the left of the security checkpoint).
- Who to talk to?
  - Speak to a clerk assigned for Order of Protections.
    - The clerk will assist you with identifying what type of Order of Protection you need.
      - There are 5 types of protective orders offered at this Courthouse:
        - Emergency (domestic relations)
        - No Stalking
        - No Contact
        - o Civil
        - o Criminal
          - Please Note: Emergency and Civil Orders of Protections can also be filed via the internet (E-File). For best assistance with completing petitions for Orders of Protection by E-Filing, please contact The Illinois Domestic Violence Hotline.
            - Phone: (877) 863-6338
  - The clerk will guide you to the Domestic Violence Advocates. (Located on the 2<sup>nd</sup> floor.)
    Please Note: DV advocates are available for emotional support in-court with you.
    - You will speak with an advocate from
      - YWCA Evanston North Shore Agency (Located on 2<sup>nd</sup> Floor)
        - Phone: (877) 718-1868
        - o Click here to visit: <u>YWCA Evanston/North Shore Website</u>
- Important information
  - The hours to file for an Order of Protection begin at 8:30 a.m. until 4:30 p.m.

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- To increase your chances to be heard by the judge, the packet does need to be completed prior to 4:30 p.m.
- Arriving no later than 4:00 p.m. would help ensure your petition can be heard the same day.

## **Emergency after-hours Order of Protection instructions**

- For Order of Protection packets that are not able to be completed in person at one of the courthouse locations by 4:00 p.m., you will still be able to complete an emergency after-hours Order of Protection by visiting the Circuit Court of Cook County website. For assistance, please call the Domestic Violence Hotline. The Domestic Violence Hotline will provide instructions on how to complete the packet to utilize the after-hours emergency Order of Protection and will help you identify which Civil Order of Protection packet you will need to complete.
  - The Illinois Domestic Violence Hotline contact information:
    - Phone: (877) 863-6338
- Click here to visit: <u>Circuit Court of Cook County (Domestic Violence Division)</u>
  - This will allow you to utilize the after-hours remote emergency Order of Protection service. (Hearings are available from 9 p.m. 3 a.m. Mon Fri and Weekends 1 p.m. 6 p.m.).
- Please note: By calling The Illinois Domestic Violence hotline you will be able to get connected to an advocate. The advocate will be able to then assist you with any additional questions that you may have.