

## Pre-Judgment Request for Immediate Danger Order of Temporary Custody and Parenting Time



You can use these forms ONLY if:

- 1) A *Petition* for separation, dissolution, annulment, or custody and parenting time has already been filed (or will be filed at the same time as this motion)  
**and**
- 2) Your child is in immediate danger

If you do not meet these requirements, talk to a lawyer about your options

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To get an Immediate Danger temporary order, you must file a form called an *Ex Parte Motion for Order of Immediate Danger & Temporary Custody and Parenting Time & Declaration in Support*.

See ORS 107.097(3) for more details about Immediate Danger orders.

### **Important Contact Information**

Oregon Judicial Department - [www.courts.oregon.gov](http://www.courts.oregon.gov)

Oregon State Bar Lawyer Referral Service - [www.oregonstatebar.org](http://www.oregonstatebar.org)

**Phone:** 503.684.3763 or toll-free in Oregon at 800.452.7636

Go to

<https://www.courts.oregon.gov/courts/clackamas/help/Pages/temp-order-forms.aspx> for the appropriate forms.



## **Step 1: Filling out the Forms**

- MAKE SURE YOU COMPLETE THE **COUNTY NAME** AT THE TOP OF THE FIRST PAGE OF EACH FORM!
- These orders are meant for *immediate* threats or danger. If the situation is not an emergency, talk to a lawyer about whether an Immediate Danger Order is the right remedy.
- **Pre-judgment** – You can file an *Immediate Danger* motion only if you have an active court case against the other parent or if you file a *Petition* at the same time as the *Immediate Danger* motion.
  - If either you or the other parent has filed a *Petition* for dissolution, separation, custody, or another domestic relations action but the court has not issued a *Judgment* in your case, then your motion is “pre-judgment.”
  - If you already have a *Judgment* in your case, then your motion is “post-judgment.” Please use the Post-Judgment Immediate Danger packet. You will also need to file a motion to modify your judgment. That can be done before you file an *Immediate Danger* motion or at the same time.
- **Fill out the *Ex Parte Motion for Immediate Danger & Temporary Custody and Parenting Time & Declaration in Support*** (“Motion and Declaration”). Fill out the case caption (names and case number) on the *Order of Immediate Danger & Temporary Custody and Parenting Time*.
- **Parties** – The parties are the same on your *Motion* as they are in the *Petition* that you already have. If you filed the original *Petition*, then you are still the Petitioner. If the other parent filed the original *Petition*, then you are still the Respondent, even if you are the one filing this *Motion*.
  - If you have any children with the other party who are 18, 19, or 20 years old, they are necessary parties. You must add their names to the form and serve all documents the same as you serve the other party. See below for service information.
- **Case Number**
  - Use the same case number as you have for your *Petition* action.



### **Have your documents reviewed**

You may want to have your documents reviewed by a lawyer or a court facilitator (if your court has one) before you file. For information about how to find a lawyer, call the Oregon State Bar at the number on Page 1. If you are low-income, you may get your documents reviewed for a smaller fee through the Oregon State Bar’s Modest Means program at (503)-684-3763, or call your local Legal Aid office. Facilitators may be available for free in your court, but you may have to make an appointment. Call your court for information. Facilitators can NOT provide legal advice.



## **STEP 2: THE HEARING**

Take your completed forms to the courtroom scheduled to hear *Ex-Parte* at 1:00 pm. You must be present in court when the judge reviews your paperwork. If the judge grants your motion, the court clerk will give you copies of the documents for service. You must have a copy of all paperwork formally served on the other parties (*see Step 3*).



## **STEP 3: NOTIFY THE OTHER PARTIES**

You must officially notify all other parties of the *Motion* and *Order*. This is called “service.” The *Order* is effective once the judge signs it, but you **cannot** have it enforced until you have the other parent, each adult child, and any other parties served. You must also provide proof of service to the court, showing that service has been completed.

### **\*\*2 CRITICAL POINTS\*\***

1. You **CANNOT** serve the papers yourself
2. If the other parent has a lawyer, you **MUST** serve the lawyer – NOT the parent

**Formal Service** - There are four ways you can have service completed:

#### **1. Personal Service:**

- a. **By Process Server:** Take a copy of the papers to the sheriff's office in the county where the other party is located and have a sheriff's officer serve the papers. The sheriff's office charges a fee for service. You can also hire a private process server of your choice.
- b. **By a Non-Party:** Have a competent\* person 18 years or older who is a resident of Oregon **and who is not a party** to the case (Petitioner or Respondent), **not** the lawyer of a party, serve the papers. If you have safety concerns, have the sheriff perform service. The server cannot be an employee or direct/officer of any party.  
\*competent means a person who can understand, remember, and tell others about an event.

A ***Certificate of Service*** must be filed with the court by whoever serves the other party. The certificate must include the date of service and the name of the person served.

2. **Substituted Service:** The process server may leave the papers at the other party's residence (where he or she normally lives) with someone 14 or older who lives there. A copy of the papers (with a statement of the date, time, and place that the papers were served) must also be mailed by first class mail. Your process server can do this and mark the appropriate box on the ***Certificate of Service***. If you do the mailing, you must file a ***Certificate of Service Mailing*** with the court. The date of service is the day you put the first class mailing in the mail.

3. **Office Service:** The process server may leave the papers with someone *in charge* of the other party's office or normal workplace. A copy of the papers (with a statement of the date, time, and place that the papers were served) must also be mailed to the other party by first class mail. Your process server can do this and mark the appropriate box on the ***Certificate of Service***. If you do the mailing, you must file a ***Certificate of Service Mailing*** with the court. The date of service is the day you put the first class mailing in the mail.
4. **By Mail:** First, the process server must send the papers to the other party's home or business address by first class mail. Second, the server must send a copy by certified mail, return receipt requested. The server **must** file proof of service with the court, including the signed green card, date of receipt, and item number along with a ***Certificate of Service***. Fill out section (d) – "Service by Mail." If you do not receive the green card back or if someone other than the other parent signed for it, service by mail was not effective and you must try another type of service. The date of service is the day the green card is signed.

#### **Proof of Service**

An original *Certificate of Service* must be filed with the court for your case to proceed, regardless of the method of service. The person who completed service will need to complete this form. You will need to make sure it gets filed with the court.

If you are not able to have the other party served by any of the methods described above, you may ask a judge to let you to use another service method. Check with your local court about how to make this request.

### **CHALLENGE TO THE ORDER**



The other parent can request a hearing to challenge the order at any time while the order is in effect. The court will notify you by mail of the time of the hearing if this happens. If you do not go to the hearing, the court will likely "vacate" your order; meaning that your order will be cancelled. You will not be able to enforce any of the terms of the order against the other parent if it is vacated.

THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF CLACKAMAS

Case No: \_\_\_\_\_

\_\_\_\_\_  
and  
\_\_\_\_\_  
Petitioner  
Respondent

**EX PARTE MOTION FOR ORDER OF  
IMMEDIATE DANGER &  
TEMPORARY CUSTODY AND  
PARENTING TIME; & DECLARATION  
IN SUPPORT (PRE-JUDGMENT)**

*A Petition has been filed requesting custody and/or parenting time. No Judgment has been issued by the court.*

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**Motion**

I, (name) \_\_\_\_\_, ☐ Petitioner ☐ Respondent,  
request an emergency order regarding the children named below. This order should stay in  
effect until otherwise ordered by the court.

My children are in immediate danger as explained in the *Declaration* below

Name and Age

Name and Age

\_\_\_\_\_

\_\_\_\_\_

☐ Additional children on attached page

A. ☐ CUSTODY

I request custody of the following children: \_\_\_\_\_

The other parent should have parenting time as specified below in Section B.

B. ☐ PARENTING TIME

☐ No parenting time

☐ The other parent should have parenting time with the children as follows (*include  
names of affected children, proposed schedule, and safety provisions if necessary*): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Parenting time should be supervised by \_\_\_\_\_

Any cost of the supervision should be paid by: ☐ Petitioner ☐ Respondent.

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### **Statement of Points and Authorities**

ORS 107.097(3) permits the court to enter ex parte a temporary order providing for custody of or parenting time with a child if the court finds that the child is in immediate danger.

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### **Declaration**

1. The children named above are in immediate danger because *(explain in detail)*:

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☐ Additional page attached titled "Section 1 - Declaration continued"

2. UCCJEA Information (Uniform Child Custody Jurisdiction and Enforcement Act) was included in the *Petition* or *Response*.

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**I hereby declare that the above statements are true and complete to the best of my knowledge and belief. I understand they are made for use in court and I am subject to penalty for perjury.**

Submitted by: ☐ Petitioner ☐ Respondent

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Date

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Signature

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Name (printed)

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Contact Address

City / State / ZIP

Contact Phone

IN THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF CLACKAMAS

Case No: \_\_\_\_\_

\_\_\_\_\_  
Petitioner

And

\_\_\_\_\_  
Respondent

**ORDER OF IMMEDIATE  
DANGER & TEMPORARY  
CUSTODY AND PARENTING  
TIME (PRE-JUDGMENT)**

\_\_\_\_\_, ☐ Petitioner ☐ Respondent, filed a Motion and  
Declaration alleging that the following children are in immediate danger (*names*):

\_\_\_\_\_  
\_\_\_\_\_

**The court finds by preponderance of evidence that:**

☐ The children **are** in immediate danger at this time

☐ The children **are not** in immediate danger at this time. The request for temporary  
custody is denied.

**The court orders that:**

Temporary custody is granted to ☐ Petitioner ☐ Respondent until further order of the Court.

Parenting Time:

☐ No parenting time

☐ Parenting time is granted to ☐ Petitioner ☐ Respondent, ☐ as attached *or* ☐ as

follows: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ Parenting time must be supervised by: \_\_\_\_\_

Any cost of supervision must be paid by ☐ Petitioner ☐ Respondent

\_\_\_\_\_  
\_\_\_\_\_

**Notice to ☐ Petitioner ☐ Respondent**

You may request a hearing on this order as long as it remains in effect by filing with the court a request for a hearing. In the request you must tell the court and the other party that you object to the order because the child was not in immediate danger at the time the order was issued.

In the request you must also inform the court of your telephone number or contact number and your current residence, mailing, or contact address. A form is available on the Oregon Judicial Department's Family Law web site, [www.courts.oregon.gov](http://www.courts.oregon.gov).

If circumstances change before the final judgment in this case and you want to change this *Order*, talk to a lawyer.

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***Judicial Signature:***

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IN THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF CLACKAMAS

Case No: \_\_\_\_\_

**CERTIFICATE OF SERVICE**

(ORCP 7D(2))

- ☐ (a) Personal Service  
☐ (b) Substitute Service  
☐ (c) Office Service  
☐ (d) Service by Mail

\_\_\_\_\_  
Petitioner  
and  
\_\_\_\_\_  
Respondent

I, (name) \_\_\_\_\_, declare that I am a resident of the state of \_\_\_\_\_  
\_\_\_\_\_. I am a competent person 18 years of age or older. I am not a  
party to or lawyer in this case, and not the employee of a party. I certify that the person served is  
the person named below. I served true copies of the original (*check all that apply*):

- ☐ Ex-Parte Motion for Order of Immediate Danger; and Declaration  
☐ Order of Immediate Danger & Temporary Custody and Parenting Time

**by** (*check a, b, c, or d and complete all information*):

(a) ☐ **Personal Service** on (date) \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m., to  
{ ☐ Petitioner ☐ Respondent } (name) \_\_\_\_\_ in person at the  
following address \_\_\_\_\_ in the  
County of \_\_\_\_\_, State of \_\_\_\_\_.

(b) ☐ **Substitute Service** on (date) \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m., by  
delivering them to the following address \_\_\_\_\_  
in the County of \_\_\_\_\_, State of \_\_\_\_\_. Delivered to (name) \_\_\_\_\_  
\_\_\_\_\_, who is a person age 14 or older and who lives there.

*(Complete the section below only if the server also did the follow-up mailing required by ORCP 7D(2)(b). If a person other than the server did the follow-up mailing, that person must complete a separate Certificate of Service Mailing.)*

☐ On (date) \_\_\_\_\_, I personally deposited a true copy of the same  
documents served with the U.S. Postal Service, via first class mail, in a sealed envelope, postage  
paid, addressed to the party to be served: ☐ Petitioner ☐ Respondent (name) \_\_\_\_\_  
\_\_\_\_\_, at the party's home address listed above, together with a statement of the date,  
time and place that the documents were hand-delivered to the party's dwelling (residence).

(c) ☐ **Office Service** on (date) \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m., by  
delivering them to the office of the party to be served, located at: (address) \_\_\_\_\_  
\_\_\_\_\_, during normal working hours for that  
office, where I left the documents with (name) \_\_\_\_\_, who  
is a person apparently in charge, to give the documents to the party to be served.

*(Complete the section below only if the server also did the follow-up mailing required by ORCP 7D(2)(c). If a person other than the server did the follow-up mailing, that person must complete a separate Certificate of Service Mailing.)*

☐ On (date) \_\_\_\_\_, I personally deposited a true copy of the same documents served with the U.S. Postal Service, via first class mail, in a sealed envelope, postage paid, addressed to the party to be served: ☐ Petitioner ☐ Respondent (name) \_\_\_\_\_, at the party's: ☐ home address at: \_\_\_\_\_, **OR** ☐ business address above, together with a statement of the date, time and place that the documents were hand-delivered to the party's office.

(d) ☐ **Service by Mail, Return Receipt Requested** on (date) \_\_\_\_\_, I personally deposited **two** true copies with the U.S. Postal Service. **One** by first class mail, and the **other** by certified or registered mail, Return Receipt Requested, or by express mail, postage paid, addressed to the party to be served: ☐ Petitioner ☐ Respondent \_\_\_\_\_ (name), at the party's home address located at: \_\_\_\_\_ (address). (NOTE: If mailed Return Receipt Requested, the return receipt must be attached to this Certificate of Service.)

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**I hereby declare that the above statements are true to the best of my knowledge and belief, and that I understand they are made for use as evidence in court and I am subject to penalty for perjury.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Server

\_\_\_\_\_  
Print Name

*If person serving is NOT a sheriff or sheriff's deputy, **address and phone number of server:***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_