



SUPERIOR COURT OF THE DISTRICT OF COLUMBIA
CIVIL DIVISION – LANDLORD AND TENANT BRANCH

Plaintiff
versus Case #
Defendant

Protective Order Information Sheet
(Judge)

The Court entered a Protective Order on the record on
The Protective Order requires the Defendant to pay into the Court Registry the sum of
\$ by the day of and the sum of \$
by the day of each month thereafter during the pendency of this case.

Deposits to the Court Registry must be paid at the Landlord and Tenant Clerk’s Office and
may not be paid by mail. Deposits to the Court Registry must be made by any combination of
CASH, MONEY ORDER, CASHIER’S CHECK, CERTIFIED CHECK, or ATTORNEY’S
ESCROW ACCOUNT CHECK made payable to Clerk, D.C. Superior Court. The Court cannot
accept personal checks.

Bring this form with you to the Landlord and Tenant Clerk’s Office, Building B, 510
4th Street N.W., Rm. 110 each time you make a protective order payment. Go to Window #1 to
process your protective order payment.

- This case has been continued to for trial at am/pm.
This case has been continued to for at am/pm.
This case has been certified to the Civil Division for trial. You will receive a notice in the mail of
your next court date and location.

OFFICE HOURS:

Monday through Friday 8:30 a.m. to 5:00 p.m.
Wednesday (for Protective Order payments only) 6:30 p.m. to 8:00 p.m.
Saturday 9:00 a.m. to 12:00 noon

PLEASE DO NOT MAIL YOUR PROTECTIVE ORDER PAYMENTS!

- A copy of this form has been hand delivered/mailed to all Parties; or
A copy of this form has been hand-delivered/mailed to Plaintiff; and
A copy of this form has been hand-delivered/mailed to Defendant.