

**Are there any requirements for filing an EPO and/or a Criminal Complaint?**

1. You must be 18 years of age or be accompanied by a parent or guardian.
2. You should take a picture ID with you.
3. You will need the abuser’s full name **and** a work and/or home address.
4. If possible, have the abuser’s Birth Date and Social Security Number.

**What happens afterwards?**

1. Keep your EPO and DVO with you at all times. Keep copies other places if necessary (i.e. home, work, with family members, in your vehicle).
2. Call the police immediately if the abuser does anything to violate the EPO or DVO.

**What is VINE (Victim Information & Notification Everyday)?**

If your abuser is in jail or prison, the VINE system allows you to check his or her status anytime. You simply call **1-800-511-1670**.

The VINE system is an automated statewide notification system. VINE allows you to register so you will be notified by phone if your abuser is released. The abuser will not know if you have registered with VINE. If you choose to register with VINE, you will need to leave a four digit, personal identification number (PIN). Use of the PIN is the only way to halt the notification calls—so make it easy to remember.

Whether you register with VINE or not, VINE can tell you:

1. Inmate status
2. Inmate location
3. Inmate’s next court date, time and location
4. Inmate’s identification and/or arrest number
5. Inmate’s expected release date (if any)

**IMPORTANT NUMBERS**

Central Intake Center	595-0853
Center for Women & Families	581-7200
EPO Clerk	595-4697
Sheriff’s Department	574-5471
VINE	1-800-511-1670
Warrant Office	595-3060
District Court Clerk	595-3062
Family Court Clerk	595-3025
County Attorney	574-6336
Commonwealth Attorney	595-2300
Adult Protective Services	595-4803 or 4331
Child Protective Services	595-4550
Crimes Against Children Unit	574-2465
Child Support Division	574-8321
Probation and Parole	595-4524
Legal Aid Society	584-1254
Kentucky Lawyer Referral Service	583-1801
Crisis & Information Hotline	589-4313
LMPD 1st Division	574-7167
LMPD 2nd Division	574-2478
LMPD 3rd Division	574-2135
LMPD 4th Division	574-7010
LMPD 5th Division	574-7636
LMPD 6th Division	574-2187
LMPD 7th Division	574-2133
LMPD 8th Division	574-2258
Louisville Metro Police Dispatch	574-2111
Investigating Officer:	_____
Investigating Officer Ph. #:	_____
Advocate:	_____
Advocate Ph. #:	_____
Family Court Judge:	_____
Court Support Worker:	_____
Court Support Worker Ph. #:	_____
VINE 4 digit PIN#:	_____

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**LOUISVILLE  
METRO  
POLICE**



**VICTIM  
RESOURCE  
GUIDE**

**What you need to  
know to STOP  
domestic violence.**



***The Louisville Metro Police Department is committed to serving the needs of domestic violence victims through enhanced victim safety and increased offender accountability.***

*If you have questions related to domestic violence, or if you need further information related to the topics discussed in this brochure, please feel free to contact your police district and talk with a Domestic Violence Detective and/or a Domestic Violence Advocate.*

**What should you do if you are abused?**

1. Attempt to get away from your abuser. Run to a neighbor’s house or barricade yourself in a room with a working phone.
2. Call the Police — 911.
3. Know that services are available regardless of immigration status.

**What will happen when the police arrive?**

1. The officer will diffuse the situation and establish authority over the abuser.
2. The officer will investigate and complete a report.
3. Based on the investigation, the officer may:
  - arrest
  - explain other legal options
  - refer you to social service agencies.

**What is an Emergency Protective Order (EPO)?**

An EPO is an order signed by a Judge which issues commands to the abuser. The Judge may grant any or all of the following:

1. Order the abuser to stop any further acts of violence.
2. Order the abuser not to sell, damage or destroy family property.
3. Order the abuser to vacate the residence.
4. Order the abuser to have no contact or communication with you.
5. Award temporary custody of dependent children.

**An abuser who violates an EPO is subject to immediate arrest.**

Within 14 days of receiving an EPO, a hearing will be scheduled. During this hearing, the Judge will listen to all sides and make a determination. If a finding of Domestic Violence is reached, the Judge will issue a Domestic Violence Order (DVO) which is good for up to three (3) years. The DVO may be renewed for another three (3) year period as necessary.

At this time, the DVO replaces the EPO, but it is essentially the same. There are two things the Judge may add to a DVO:

1. Order the abuser to pay temporary child support.
2. Order counseling for one or both parties.

**How do you get an EPO?**

You can get an EPO at the Hall of Justice or Judicial Center dependent upon the day and time you go. The Hall of Justice is located at the corner of 6th Street and Jefferson Street in downtown Louisville. You don’t have to wait for regular business hours. You can obtain an EPO 24 hours a day, 7 days a week.

On weekdays between 8:00 a.m. and 3:30 p.m., you may go to the Family Court Clerk’s Office, located on the first floor of the Judicial Center, located at 700 W. Jefferson Street at the corner of 7th and Jefferson Streets.

At any other time (including nights, weekends and holidays) you may go to the Central Intake Center located on the first floor of the Hall of Justice, located at 600 W. Jefferson Street, at the corner of 6th and Jefferson Streets. The Central Intake Center, on weekdays between 8:00 a.m. and 12:00 midnight, is equipped to offer assistance with EPO’s, Criminal Complaints, Counseling and referrals to social service agencies. At all other times, clerks will offer assistance with EPO’s and direct you to the Dispute Mediation and Warrants office when you wish to also file a Criminal Complaint.

**Weekends and holidays, 10:00 am to 6:00 p.m. — Domestic Violence Intake Center Room 1150**

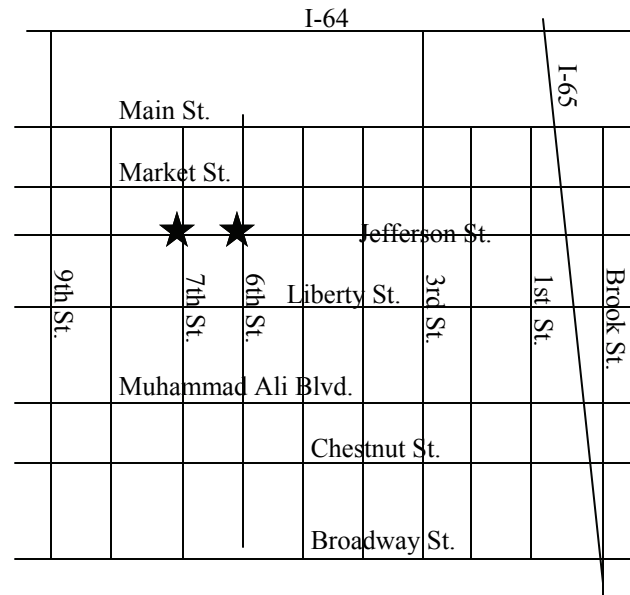
**What is a Criminal Complaint?**

A police officer’s power to arrest is restricted by law. When you arrive at the Court House, an intake officer will help you prepare a sworn statement. An Assistant Commonwealth’s Attorney will review your statement and make a recommendation to the Judge. The Judge will also review the statement and make a determination. At this time, the Judge may do any one of the following:

1. Issue an Arrest Warrant.
2. Issue a summons for the abuser to appear in Court.
3. Refer the complaint to Mediation.
4. Reject the complaint.

**How do you file a Criminal Complaint?**

Just like an EPO, you can file a Criminal Complaint at the Hall of Justice. You can file a Criminal Complaint anytime: 24 hours a day, 7 days a week. Be sure to give the police officer’s name and agency to the clerk. The clerk may refer you to the Central Intake Center for available services when open.



Hall of Justice at 6th Street & Jefferson Street  
 Judicial Center at 7th Street & Jefferson Street