

**KING COUNTY SUPERIOR COURT CLERK'S OFFICE**

CONTACT: Ivan Sandoval; [isandoval@kingcounty.gov](mailto:isandoval@kingcounty.gov)  
ISSUED BY: Barbara Miner, Director and Superior Court Clerk  
ISSUE DATE: December 5, 2022  
ISSUE NO: 22-038



**King County**

---

# CLERK'S ALERT

## **New E-Submission System for Civil Protection Orders and Virtual Protection Order Office Changes**

On January 1, 2023, the King County Clerk's Office will launch an e-submission system through our KC Script Portal for civil protection orders. Customers will be able to e-submit their civil protection order petition and other required documents to the clerk through this new service.

At this time, this e-submission system will not impact Extreme Risks Protection Orders (ERPO) filed after hours by law enforcement agencies. Law enforcement agencies submitting an ERPO after business hours should continue using the current ERPO submission process.

With the implementation of the e-submission system, there will be some changes to the virtual protection order office. From December 19, 2022, to December 30, 2022, the clerk's virtual protection order office will be open Monday through Friday, from 9:00 a.m. to 2:30 p.m. We will be closed daily, during lunch time, 12:15 p.m. to 1:15 p.m., and on December 26, 2022, in observance of the Christmas holiday. The week of January 2, 2023, the virtual protection order office will be open 9:00 a.m. to 12:00 p.m. Starting the week of January 9, 2023, the virtual office will no longer be available. Protection order customers will continue to receive in-person assistance during our regular business hours in addition to the new e-submission system.

We invite you to attend a public webinar on January 4, 2023, from 12:00 p.m. to 1:00 p.m. This webinar will help you learn how to use the civil protection order e-submission system and will answer questions related to our processes.

**Webinar:** Civil Protection Order E-Submission System

**Registration Link:**

[https://kingcounty.zoom.us/webinar/register/WN\\_Q6Mh0gEmQmW1LwXx0gxGaw](https://kingcounty.zoom.us/webinar/register/WN_Q6Mh0gEmQmW1LwXx0gxGaw)

**When:** Wednesday, January 4, 2023, from 12:00 p.m. to 1:00 p.m.

---