

If you have firearms, other dangerous weapons, or concealed pistol licenses:

Step 1: When served, **immediately** surrender the firearms, other dangerous weapons, and concealed pistol licenses to the law enforcement officer who served you.

or

Step 1: If you were present at the hearing at which the order was entered, **immediately** surrender the firearms, dangerous weapons, and concealed pistol licenses to the local law enforcement agency on the **same day** as the hearing. Contact the local law enforcement agency for directions on how to immediately surrender the firearms, dangerous weapons, and concealed pistol licenses.

For all cases:

Step 2: **Get a receipt** for the firearms, other dangerous weapons, and concealed pistol licenses from law enforcement.

Step 3: **Complete** the *Proof of Surrender* form and file it with the receipt.

Step 4: **File** the documents with the clerk of the court within 5 judicial (court) days.

If you do not have firearms, other dangerous weapons, or concealed pistol licenses:

Step 1: **Immediately** complete and sign the *Declaration of Non-Surrender* form.

Step 2: **File** the declaration with the clerk of the court within 5 judicial (court) days.

If you already surrendered all firearms, other dangerous weapons, and concealed pistol licenses under another order, they must remain in the possession of the law enforcement agency that received them until further order of the court. You must provide proof of that surrender to the court.

The Law Enforcement Officer serving this order shall inform you that the order is in effect upon service and that you must immediately surrender all firearms, other dangerous weapons, and any concealed pistol licenses issued under RCW 9.41.070. The serving officer shall conduct any search for firearms, other dangerous weapons, and concealed pistol licenses as permitted by law. The serving officer shall take possession of:

- All firearms,
- Other dangerous weapons,
- Concealed pistol licenses belonging to respondent,

**that are surrendered, in plain sight, or discovered during a lawful search.
RCW 9.41.801.**

Washington Crime Information Center (WACIC) Data Entry

The clerk of court shall forward a copy of this order, with the protection order, on or before the next judicial day to the _____ County Sheriff's Office or _____ City/ Town Police Department **where the protected person lives** which shall enter this order into WACIC.

Service

- The clerk shall electronically forward this order to _____ county or
 city/town law enforcement **where the respondent lives** for service on respondent.
 The restrained person appeared in court. Additional service is not required.

You must appear for the review hearing listed in the caption on page one.

This order replaces all prior Orders to Surrender and Orders to Surrender and Prohibit issued under this case number.

Warning!

- If you fail to comply with this order, you may be found in contempt of court and/or be charged with a misdemeanor and punished accordingly.
- You may also be charged with a crime up to and including a **felony** if you are found to own, possess, access, obtain, or control a firearm or other dangerous weapon, or if you are found obtaining or possessing a concealed pistol license.

Dated _____ at _____ a.m./p.m. _____
Judge/Commissioner

I acknowledge telephonic appearance at this hearing and agree to receive an electronic copy of this order.

 Name of Restrained Person who appeared by phone and was informed of this order

 Name Restrained Person's Attorney who appeared by phone WSBA No. _____

 Name of Protected Person or Attorney who appeared by phone WSBA No. _____

You may download the forms listed in this order from the Washington Courts' forms website:
<http://www.courts.wa.gov/forms/>.

Due to the COVID 19 pandemic, the Weapons Compliance Review calendar is taking place by telephone, instead of having you come to court in person.

In order to appear at your scheduled hearing, please contact the court at the following email address *at least one day before your compliance hearing*: weapons-surrender@kingcounty.gov

Please be sure to include in your email the following information:

- ✓ Your full name
- ✓ Date of your review hearing (this can be found in the upper right-hand corner of the Order to Surrender Weapons Order)
- ✓ The case name (for example: Smith vs. Smith)
- ✓ Your case number (this can be found in the upper right-hand corner of the Order to Surrender Weapons, for example: 19-2-12345-6)
- ✓ **A good phone number where you can be reached between 8:30am and noon on the day of your review hearing**

For more information about how to be in compliance with the Order to Surrender Weapons, please click on or search for the following link through your web browser: <https://bit.ly/3d9gHE4> or scan the QR code with your smart phone:



Court forms mentioned in the video, including the Declaration of Non-Surrender form (WPF All Cases 02-070) and the Proof of Surrender form (WPF All Cases 02-060), can be found at <https://tinyurl.com/w7ou6ed>.