

TO:

Name _____

Address _____

Date: _____

_____ ,

PERSON HARASSING NAME

I consider your contact/actions to be an unreasonable intrusion into my private life and I want them to stop. Please note by this letter that I am officially notifying you that I do not want any further contact with you. You are hereby put on notice with this letter that you are not welcome to have any further contact with me or my family members. This includes personal contact, telephone contact, mail contact, electronic contact (including but not limited to e-mail, text messages, or instant messages), my current employer and 3rd party contact. Additionally, you are also put on notice that you are not welcome on any property I own, rent, lease or otherwise have control over. Should you choose to violate the conditions of this notice I will immediately contact the local law enforcement agency with appropriate jurisdiction and pursue criminal charges against you.

Signed,

PERSON REQUESTING NO CONTACT NAME

Important Note: In the letter you **MUST** tell that person, specifically what you don't want them to be doing to you, i.e., calling your home, calling your job, coming by you home, ect. (This is referred to as putting that person "on notice" that if their offensive behavior does not stop, then you will take further actions against them). Put that in your letter also to warn them that you are serious about taking further actions against them, if their behavior continues, make a copy of this letter for your records **and mail the original letter via the Post office, certified, return mail receipt(so that the person has to sign for the letter)**. Once you have mailed the letter and you get your receipt back from the post Office, if the offending party does anything that you have told them not to do, in your letter to them, then you must document the incident (put time, date, incident), or if you have to call the police, get an incident report. If you have in your possession three police reports within 90 days, after you have mailed the letter, then you can bring this information to the Judge's office and request that that person be summoned to court to answer any allegations. If the person you sent the letter to does not sign for the letter and their offensive Behavior towards you continues, then you can bring the unopened letter to the Judge's office and request to have that person summoned to court to answer any allegations but you still must have 3 police reports in you possession. Restraining orders involving a husband and wife, must be handled through Family Court.