SENATE JUDICIARY
Exhibit No. 1
Date: 2/24/15
Bill No. SB 384

NOTICE OF NO TRESPASS/NO CONTACT

The following is a sample Notice of No Trespass/No Contact letter. The sample letter is a model to assist is writing a letter to the person you would like to keep away from you. You may adjust or modify the letter suit your particular situation.

Make a copy of the letter you send and keep that copy with your records.

Send the original letter by certified mail, return receipt requested. This receipt will verify that the person received the letter.

Keep the return receipt and attach it to your copy of the letter.

If you need to call the police, show your copy of the letter to the responding officer. (Note: It is the officer's decision whether or not to make an arrest.

Hints:
- In your letter, do not refer to past incidents or grievances. This may make the person want to contact you.
- If you are instructing the person to stay away from property that does not belong to you, such as your work place or a rental, you may want to have a manager, landlord, or business owner sign the letter with you.
- Do not put information in the letter that you do not want the person to have. For example, do not write in your home address if the person does not already know your address.

SAMPLE LETTER

(Today's Date)

(Person's Name)
(Mailing Address)
(City, State, Zip Code)

Dear (Person's Name):

You are not welcome at my residence the dwelling and yard areas, located at (your physical address, city, and state), and you are hereby instructed to stay off this property.

You are also not welcome at (other location), located at (address, city, and state), and you are hereby instructed to stay off this property.

You are also instructed not to contact me –not by telephone, through a third person, in writing, nor in person. If you come to this property or contact me in the future, I will call 9-1-1 and make a report to police.

Sincerely,

(Your Name)