

# INFORMATION FOR ARIZONA'S VICTIMS OF CRIME



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<https://www.azag.gov/criminal/victim-services>*

SPANISH



Being the victim of a crime can be traumatic. You may feel isolated and confused, and not know where to turn for practical advice or support. This brochure highlights resources available to assist you and explains your rights as a victim under Arizona law.

**\*Esta información en español, se puede obtener en [www.azag.gov/victim-services/resources](https://www.azag.gov/victim-services/resources)**

## VICTIM ASSISTANCE

### AGENCIES & SERVICES

See "Information and Resource Numbers" on the last page for a list of agencies that can provide victim assistance services.

### PROTECTIVE ORDERS

A protective order is a civil court order issued by a judge or magistrate that prohibits a defendant from contacting you or coming in contact with you. Any county court in the State of Arizona can review the petition and issue an order. An order of protection is valid for two (2) years after it is served. There are no fees for filing or serving an order. The types of orders you can request are:

1. **Order of Protection:** This type of order requires a qualifying relationship. You can fill out forms and figure out if you have a qualifying relationship through AZPOINT.
2. **Injunction Against Harassment:** If you do not have a qualifying relationship, victims of certain crimes may be eligible for this type of order. A service fee may apply. You can fill out forms through AZPOINT.
3. **Emergency Order of Protection:** This type of order is intended to protect individuals in immediate and present danger. To obtain an EOP, contact law enforcement. These orders expire seven (7) calendar days after issuance.
4. **Injunction Against Workplace Harassment:** A service fee may apply. You can fill out forms through AZPOINT.

If you are a party in an ongoing or pending family law case (ex. dissolution of marriage) or if the juvenile defendant is under the age of twelve, you must apply at any Superior Court location. To start the protective order process, go to <https://azpoint.azcourts.gov/>

**Your employer may be legally required to allow you leave from work to attend court and to obtain an order of protection pursuant to ARS §§ 13-4439/8-420.**



## **DOMESTIC VIOLENCE**

If you have been a victim of domestic violence, you may seek a protective order. For more information on protective orders, please refer to the "Protective Orders" section above.

If there is a firearm present when there has been an incident of domestic violence and a law enforcement officer believes that the firearm would expose the victim or another person in the household to a risk of serious bodily injury or death, the firearm may be temporarily seized and held by the law enforcement agency. To ensure that you, as the victim, are notified of the release of a firearm that has been seized, you must provide the law enforcement agency with any change of address or phone number.

## **SEXUAL ASSAULT**

If you have been a victim of a dangerous crime against children as defined in ARS § 13-705 or a sexual assault, you are entitled to a medical or forensic interview free of charge, without reporting to law enforcement, paid by the county in which the offense occurred pursuant to ARS § 13-1414.

**For more information on domestic violence/sexual assault or to get help, please visit [www.acesdv.org](http://www.acesdv.org)**

## **ADDRESS CONFIDENTIALITY PROGRAM**

The Arizona Address Confidentiality Program (ACP) is a program that helps victims of domestic violence, sexual offenses, and/or stalking from being located by the perpetrator through public records. The program provides a substitute address and confidential mail forwarding services to individuals and families across Arizona.

**To enroll, visit <https://azsos.gov/services/ACP/eligibility-enrollment>**

## **VICTIM COMPENSATION**

If you are a victim of a crime or the next of kin of a victim who died as a result of a criminal act, you may be eligible for compensation. To obtain an application or to receive more information on Crime Victim Compensation, contact your county Victim Compensation Coordinator.

## **VICTIMS' RIGHTS**

As a victim of crime in Arizona, you have a Constitutional right to be treated with fairness, respect and dignity and to be free from intimidation, harassment or abuse throughout the criminal or juvenile justice process. All state, county and municipal justice agencies and courts in Arizona are required to perform certain duties to ensure that you receive your rights.

## **WHO IS A VICTIM FOR PURPOSES OF EXERCISING RIGHTS?**

State law says a victim is a person against whom a criminal or juvenile offense has been committed. This includes any felony, misdemeanor, petty offense or violation of a local criminal ordinance. If a person is killed or incapacitated, the person's spouse, parent, child, sibling, grandparent or any other person related to the person by consanguinity or affinity to the second degree or any other lawful representative of the person, except if that person is in custody for an offense or is the accused, may receive victims' rights. If a victim is incapacitated, deceased or otherwise incapable of designating another person to act in the victim's place, the court may appoint a lawful representative who is not a witness. If at any time the victim is no longer incapacitated or otherwise incapable of acting, the victim may personally exercise his or her victim's rights.



## **REQUESTING/WAIVING RIGHTS**

The law enforcement officer provided you with a form (Request/Waiver Form) that asks you to request or waive (decline) your rights. This form will assist you in exercising your victims' rights, whether you decide to request or waive your rights. Keep your copy of the form for your records. Your decision to request or waive your rights does not mean that you cannot change your mind later. However, if at first you waive your rights and then request them at a later time, you will be giving up some rights that only apply at certain stages of the justice process. There are other important benefits and protections that apply to crime victims as a case proceeds through the system. If you choose to waive your rights, it does not exclude your involvement in the prosecution of the case. You may be subpoenaed to testify in court.

***You can also learn more about Arizona's victims' rights laws by visiting the Arizona Attorney General website at [www.azag.gov](http://www.azag.gov)***

## **YOUR RIGHT TO RESTITUTION**

Victims of crime have a Constitutional right to receive prompt restitution. If someone is found guilty of the crime(s) committed against you, the court may order that person to re-pay certain financial costs related to your victimization. This court-ordered payment is known as restitution. Restitution is most often ordered at the time of sentencing and may include reimbursement for actual losses and expenses attributable to the offense. To determine the amount of restitution to be ordered, financial loss information is gathered from victims prior to sentencing. If you have faced financial losses as a result of the crime committed against you, it is recommended that you keep track of all your receipts as expenses are incurred. If charges are filed in your case, it is important that you contact the prosecutor's Victim Services program for more information and assistance with the restitution process.

***For more restitution resource information, please visit the Arizona Supreme Court's victim restitution website at [www.azcourts.gov/restitution](http://www.azcourts.gov/restitution)***

## **FREE COPIES OF POLICE REPORTS, AUDIO RECORDINGS, & VIDEO RECORDINGS**

A victim of a criminal offense or delinquent act that is a domestic violence, sexual offense, or part 1 crime\*, an immediate family member of the victim if the victim is killed or incapacitated, or the victim's attorney has the right to receive one copy of the police report, audio recordings, and video recordings from the investigating law enforcement agency or charging prosecutorial agency at no charge.

\*Part 1 crimes include: criminal homicide, rape, robbery, aggravated assault, burglary, motor vehicle theft, larceny-theft, arson, human trafficking-commercial sex acts, and human trafficking-involuntary servitude.

## **WHEN A SUSPECT IS ARRESTED**

Box 3 of the Request/Waiver Form provides information to assist you in exercising your rights immediately following the arrest of a suspect; however, you must act quickly. See next page for the specific scenarios outlining your rights as a victim.

**Your employer may be legally required to allow you leave from work to attend court and to obtain an order of protection pursuant to ARS §§ 13-4439/8-420.**



## **SUSPECT IS AN ADULT AND HAS BEEN ARRESTED**

**If the suspect is an adult and has been arrested**, law enforcement informed you of the time, place and date of the Initial Appearance. You are encouraged to contact the court for any changes to the Initial Appearance schedule. For any questions about the suspect's release, contact the custodial agency.

### *Initial Appearance (Court Hearing)*

Purposes: (1) Determine release eligibility of the accused;  
(2) Determine the terms and conditions of release of the accused;  
(3) Set the next court date(s);  
(4) Obtain a plea from the accused (for some misdemeanor offenses)

When Held: Within 24 hours of arrest

Location: Court and Custodial Agency

Contact: See "Information & Resource Numbers"

Your Rights: To be notified of the time, place and date for the Initial Appearance, to be present and heard at the Initial Appearance and to be informed of the suspect's release.

## **SUSPECT IS A JUVENILE AND HAS BEEN DETAINED**

**If the suspect is a juvenile and has been detained**, you must contact the detention screening section of the juvenile probation department immediately to request notice of the date, time and place of the Detention Hearing and any changes to the Detention Hearing schedule. You can also exercise your right to be informed of the juvenile's release by contacting the detention center.

### *Detention and Advisory Hearings*

Purposes: (1) Determine release eligibility of the accused;  
(2) If the accused is released, determine the terms and conditions of release;  
(3) Obtain a plea from the juvenile  
(4) Juvenile to admit guilt or deny

When Held: Detention Hearing – within 24 hours of arrest  
Advisory Hearing – within 24 hours of detention hearing

Location: Detention Screening Section, County Juvenile Probation

Contact: See "Information & Resource Numbers"

Your Rights: To be notified of the time, place and date for the detention and advisory hearings, to be present and heard at the detention and advisory hearings and to be informed of the juvenile's release.

If you choose to exercise your right to be heard through a written statement, contact the detention screening section for instructions on how to submit to the court.

## **SUSPECT IS AN ADULT OR JUVENILE AND CITED AND RELEASED**

**If an adult suspect is cited and released**, law enforcement informed you of the initial court date. **If a juvenile suspect is cited and released**, law enforcement has provided you with the name of the court to obtain information about subsequent proceedings. Contact the court prior to the date and time to confirm that the suspect must appear.

## **SUSPECT IS AN ADULT OR JUVENILE AND THERE IS NO ARREST**

**If the arrest of a suspect is not immediate and you are not notified of an arrest within 30 days**, you can call the law enforcement agency that took the report to obtain case status information.



## INFORMATION AND RESOURCE NUMBERS - COCHISE, GREENLEE & GRAHAM COUNTIES, THEIR CITIES & TOWNS

### VICTIM SERVICES

★EMERGENCY SERVICES ONLY.	911
★SUICIDE & CRISIS HELPLINE.	1-888-400-5530 / www.idtheitcenter.org
Identity Theft Resource Center (ITRC).	1-888-400-5530
Address Confidentiality Program.	988
Ft. Huachuca.	988
--Military Police.	542-1653
Police Dispatch (Graham County).	(602) 542-1653
Mother's Against Drunk Driving (MADD) (AZ Office):	(602) 533-2993
Arizona Coalition to End Sexual and Domestic Violence.	(520) 533-2181
National Domestic Violence Hotline.	(928) 428-3141
AZ Community Information & Referral.	1-800-782-6400
Crisis Response Network.	1-800-799-SAFE (7233)
Adult Protective Services.	1-800-352-3792
Department of Child Safety.	(520) 622-6000
	1-877-SOS-ADULT / 1-877-767-2385
	1-888-SOS-CHILD / 1-888-767-2445

### COCHISE

Cochise City Victim Witness Prog . . . . .  
Cochise City Victim Compensation . . . . .  
Cochise City Juv Ct. Victim's Rights Program . . . . .  
Forgach House (Women's Shelter) Sierra Vista . . . . .  
House of Hope (Women's Shelter) Douglas . . . . .  
Chiricahua Community Health Center . . . . .  
Southern Arizona Legal Aid . . . . .  
Mexican Consulate's Office . . . . .  
Cochise Family Advocacy Center/Lori's Place . . . . .

### COCHISE

Cochise County Jail . . . . .  
Substation (weekends and holidays only) . . . . .  
Cochise County Juvenile Detention . . . . .

### PROSECUTORS

GRAHAM  
Graham County Jail . . . . .  
Graham County Sheriff . . . . .  
(page Juvenile Probation Officer - on call) . . . . .  
Safford Juvenile Detention Center . . . . .

GREENLEE  
Greenlee County Jail . . . . .  
Greenlee County Juvenile Detention . . . . .

Arizona Attorney General's Office . . . . .

COCHISE  
Cochise County Attorney's Office . . . . .  
Juvenile Prosecutor . . . . .

MUNICIPAL PROSECUTORS  
Douglas . . . . .

Huachuca City . . . . .

Sierra Vista . . . . .

Tombstone . . . . .

Willcox . . . . .

GRAHAM  
Graham County Attorney's Office . . . . .

MUNICIPAL PROSECUTORS  
Pima . . . . .

Safford . . . . .

Thatcher . . . . .

GREENLEE  
Greenlee County Attorney's Office . . . . .

MUNICIPAL PROSECUTORS  
Clifton . . . . .

### CUSTODIAL AGENCIES

Arizona Dept. of Corrections . . . . .  
Victim Services . . . . .

COCHISE  
Cochise County Jail . . . . .

Substation (weekends and holidays only) . . . . .

Cochise County Juvenile Detention . . . . .

GRAHAM  
Graham County Jail . . . . .

Graham County Sheriff . . . . .

(page Juvenile Probation Officer - on call) . . . . .

Safford Juvenile Detention Center . . . . .

GREENLEE  
Greenlee County Jail . . . . .

Greenlee County Juvenile Detention . . . . .

Arizona Attorney General's Office . . . . .

COCHISE  
Cochise County Attorney's Office . . . . .

Juvenile Prosecutor . . . . .

MUNICIPAL PROSECUTORS  
Douglas . . . . .

Huachuca City . . . . .

Sierra Vista . . . . .

Tombstone . . . . .

Willcox . . . . .

GRAHAM  
Graham County Attorney's Office . . . . .

MUNICIPAL PROSECUTORS  
Pima . . . . .

Safford . . . . .

Thatcher . . . . .

GREENLEE  
Greenlee County Attorney's Office . . . . .

MUNICIPAL PROSECUTORS  
Clifton . . . . .





## LAW ENFORCEMENT

Arizona Game and Fish Dept. . . . .	(602) 942-3000
<b>COCHISE</b>	
Cochise County Sheriff's Office . . . . .	(520) 432-9518
Victim's Rights Clerk . . . . .	(520) 803-3857
Cochise County Jail . . . . .	(520) 746-4600
Arizona Department of Public Safety . . . . .	(520) 746-4600
<b>MUNICIPAL POLICE</b>	
Benson Police Dept. . . . .	(520) 586-2211
Bisbee Police Dept. . . . .	(520) 432-2261
Douglas Police Dept. . . . .	(520) 364-2677
Huachuca City Police Dept. . . . .	(520) 456-1353
Sierra Vista Police Dept. . . . .	(520) 452-7500
Tombstone Marshal's Office . . . . .	(520) 457-2244
Willcox Police Dept. . . . .	(520) 384-4673

## GRAHAM

Graham County Sheriff's Office . . . . .	(928) 428-3141
Arizona Department of Public Safety . . . . .	(520) 746-4600
<b>MUNICIPAL POLICE</b>	
Eastern Arizona College Police Dept. . . . .	(928) 428-8240
Pima Police Dept. (8 a.m. - 5 p.m.) . . . . .	(928) 485-9454
After 5:00 p.m. . . . .	(928) 485-9454
Safford Police Dept. . . . .	(928) 432-4100
Thatcher Police Dept. . . . .	(928) 428-2296
U of A Police Dept. (Mt. Graham) . . . . .	(928) 348-0001

## GREENLEE

Greenlee County Sheriff's Office . . . . .	(928) 865-4149
Arizona Department of Public Safety . . . . .	(520) 746-4600
<b>MUNICIPAL POLICE</b>	
Clifton Police Dept. . . . .	(928) 865-4566

## COURTS

Arizona Supreme Court . . . . .	www.azcourts.gov/restitution
<b>COCHISE</b>	
Cochise County Superior Court . . . . .	(520) 803-3060
Cochise County Adult Probation . . . . .	(520) 432-3800
Cochise County Juv. Ct. Services . . . . .	(520) 432-8821
<b>MUNICIPAL COURTS</b>	
Douglas . . . . .	(520) 805-5540
Huachuca City . . . . .	(520) 456-1080
Sierra Vista . . . . .	(520) 803-3800
Tombstone . . . . .	(520) 457-3781
Willcox . . . . .	(520) 384-7000
<b>JUSTICE COURTS</b>	
Precinct #1 - Bisbee . . . . .	(520) 432-9540
Precinct #2 - Douglas . . . . .	(520) 805-5640
Precinct #3 - Benson . . . . .	(520) 586-8100
Precinct #4 - Willcox . . . . .	(520) 384-7000
Precinct #5 - Sierra Vista . . . . .	(520) 803-3800
Precinct #6 - Bowie . . . . .	(520) 847-2303
<b>GRAHAM</b>	
Graham County Superior Court . . . . .	(928) 428-3310
Graham County Probation Dept. . . . .	(928) 428-3955
(Monday - Friday, 8 a.m. - 5 p.m. . . . .	
Graham County Justice Court . . . . .	(928) 428-1210
<b>GILA VALLEY CONSOLIDATED MUNICIPAL COURTS</b>	
Pima . . . . .	(928) 432-4090
Safford . . . . .	(928) 432-4090
Thatcher . . . . .	(928) 432-4090
<b>GREENLEE</b>	
Greenlee County Superior Court . . . . .	(928) 865-3872
Greenlee County Clerk's Office . . . . .	(928) 865-4242
Greenlee County Probation Dept. . . . .	(928) 865-4184
<b>MUNICIPAL COURTS</b>	
Clifton . . . . .	(928) 865-4156
Duncan . . . . .	(928) 359-2536
<b>JUSTICE COURTS</b>	
Precinct #1 - Clifton - Morenci . . . . .	(928) 865-4312
Precinct #2 - Duncan . . . . .	(928) 359-2536