

REQUEST FOR RENEWAL OF DOMESTIC VIOLENCE RESTRAINING ORDER

What you will find in this packet:

- **Additional Resources** (FamLaw-101)
- **Requirements for Filing Court Papers** (MC-500)
- **Request for Renewal of Domestic Violence Restraining Order – Instructions** (FamLaw-35a)
- **How Do I Ask the Court to Renew My Restraining Order?** (DV-700-INFO)
- **Request to Renew Restraining Order** (DV-700)
- **Confidential Information for Law Enforcement** (CLETS-001)
- **Notice of Hearing to Renew Restraining Order** (DV-710)
- **Response to Request to Renew Restraining Order** (DV-720)
- **Proof of Service Instructions** (FamLaw-35b)
- **Proof of Personal Service** (DV-200)

You Can Get Court Forms FREE at: www.cc-courts.org/forms

If you don't find what you're looking for here, you may want to check out the additional resources listed on the back of this page

~ Additional Resources ~

Contra Costa Superior Court

www.cc-courts.org/familylaw

Virtual Self-Help Law Center

www.cc-courthelp.org/familylawtopics

Family Law court is for people who are ending a marriage or other committed relationship, dividing what they own and owe, working out child custody and visitation issues, dealing with child support or spousal support, addressing domestic violence issues, or identifying a child's legal parents.

Often, people involved in court cases need more than just legal help. It's important that you understand what is happening to you and get the help you need. For some suggestions about where to get other help, go to the California Court's Self-Help Center at www.courts.ca.gov/selfhelp.htm or check out one of the sites below:

Contra Costa County Bar Association's Lawyer Referral Service

www.cccba.org/community/find-a-lawyer/index.php

Contra Costa County (CA) Resource Center (211)

65.166.193.134/IFTWSQL4/cccc/public.aspx

(or do an internet search for 211 Contra Costa County Resource Center)

Legal glossaries in 12 languages, prepared by the Superior Court in Sacramento

www.saccourt.ca.gov

A Guide to California's Free Website for Legal Help

www.lawhelpcalifornia.org

The
C o n t r a C o s t a C o u n t y

Bar Association

is proud to sponsor

the

F a m i l y L a w

MODERATE MEANS PROGRAM

IF you qualify*,
we will refer you to an experienced Family Law Attorney
who has agreed to represent clients at a reduced rate.
Please telephone us at:

925 / 677- 0234

Monday - Friday 1:00-4:00 p.m.

**This is not a low income or pro-bono service.*

The Clerk of the Court cannot accept for filing any papers that do not comply with California Rules of Court 2.100 et seq. (CRC 2.118)

To avoid having your papers rejected by the clerk:

Use Judicial Council forms whenever possible

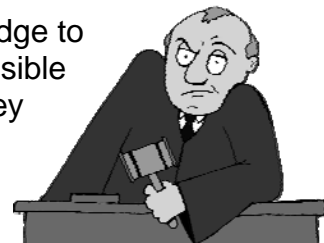
If you print Judicial Council forms from your computer, print them out single-sided. (Don't print double-sided unless you know how to tumble the pages). Judicial Council forms can be found at <http://www.courts.ca.gov/forms.htm>.

If the form you need is not on the Judicial Council website, you will have to make your own form which follows these rules

1. White or unbleached paper – 8 1/2 by 11 inches
2. One-sided paper – only one side of each page may be used
3. 12 pt font (Courier, Times New Roman, Arial or equivalent (Handwritten papers are OK – but write legibly)
4. Line spacing - One and one-half or double-spaced (use pleading paper – either the Judicial Council form MC-20 or create your own using the legal template in your word processor)
5. Margins – at least 1 inch from the left edge and ½ inch from right edge
6. Page Numbers – pages must be numbered consecutively on the bottom (1, 2, 3 ...)
7. Binding – Original and copies must be firmly bound (e.g. stapled) AND the Original must be 2-hole punched at the top.

You will need the **Original document**, signed in ink (blue is best), and correct number of identical copies (***original for the Court, a copy for each party***) for the clerk to file.

The Rules are important – Remember - You want the Judge to understand what you have written. Don't make that impossible by submitting papers that are too hard to read because they are upside down, the print is too small or too light, or the pages have fallen out of the file because they are too small or too large and/or not properly fastened.



REQUEST FOR RENEWAL OF DOMESTIC VIOLENCE RESTRAINING ORDER

Instructions

Fill out the attached forms to obtain a Court hearing to renew a Domestic Violence Restraining Order:

1. *Request to Renew Restraining Order (DV-700)*
2. *Notice of Hearing to Renew Restraining Order (CLETS) (DV-710)*

Deliver the completed forms to the Domestic Violence / Ex Parte Window, 751 Pine Street, Martinez, CA.

After the judge has reviewed your request to renew your DV restraining order, you must pick it up and arrange service on the other party.

Service must be made by someone age 18 or over, other than you, personally delivering a copy of the filed papers and a blank Response to Request to Renew Restraining Order (DV-720) to the other party. The person who serves the other party with a copy of these forms must fill out the attached form and then it must be filed with the Court prior to your hearing:

1. *Proof of Personal Service (CLETS) (DV-200)*

Blank forms are attached. Additional forms can be downloaded for free from Contra Costa Superior Court website: www.cc-courts.org/forms or from the Judicial Council website: www.courts.ca.gov/forms

What does "renew" mean?

It means to extend your current restraining order (form DV-130). If renewed, the judge would extend it for at least five years, or make the order permanent (no expiration).

When do I ask for a renewal?

You must ask to renew your restraining order before your current restraining order expires. The expiration date is listed on the first page of your current restraining order. You can make the request up to three months before your order expires. Give yourself enough time, if possible, to fill out and file all the required paperwork before your order expires.

What if I want to renew a juvenile restraining order in Family Court?

If you have a juvenile restraining order (on form JV-255 or JV-265), that was based on domestic violence and the juvenile case has closed, you can ask the judge to renew your restraining order. Your restraining order is based on domestic violence if it was granted to protect you or your child from the other parent, or to protect you from someone you dated or had an intimate relationship with. If you are not sure whether your juvenile restraining order was based on domestic violence, talk to your lawyer. If you do not have a lawyer, your local self-help center may be able to help you. Find your local court's self-help center at selfhelp.courts.ca.gov/find.

Is there a court fee to ask for a renewal?

No.

Will I have to go to court?

Yes, if you ask for a renewal, you will get a court date. At your court hearing, the judge will ask you why you want your restraining order renewed. If you do not attend your hearing, your restraining order will not be renewed.

What if I also want to change (modify) my restraining order?

There is a different process to ask to change your restraining order. If you ask to renew your restraining order, and also ask to change your restraining order, you can ask the judge to decide both requests at the same time. For information on how to ask to change your order, read form [DV-300-INFO](#), *How Do I Ask to Change or End a Domestic Violence Restraining Order?*

What if my restraining order expired but I still want protection?

You are not eligible for a renewal if you did not file your request to renew before your restraining order expired. You can still ask for protection by filing another request for restraining order. For more information, read form [DV-505-INFO](#), *How to Ask for a Domestic Violence Restraining Order*.

What if my restraining order has been renewed before? Can I ask to renew it again?

Yes, a judge can renew your restraining order more than once. Follow the steps on the next page to ask for a renewal.

What if I've moved and want to file my request to renew in another county?

If you want to file your request in another county in California, you may ask the judge in your case to move (transfer) your case. This is called changing venue. For more information about how to make this request, your local self-help center may be able to help you, or contact a lawyer for advice.



Steps to ask for a renewal**1 Complete two forms:**

- Form [DV-700](#), *Request to Renew Restraining Order*; and
- Form [DV-710](#), *Notice of Hearing to Renew Restraining Order* (items 1 and 2 only).

2 File forms with court

File both forms with the court clerk. Make sure you include a copy of your current restraining order (form DV-130, JV-255, or JV-265) with form DV-700. You can file in person or electronically. For more information on how or where to file, go to the court's website.

3 Get your papers back from the court

Make sure you get at least two copies back: one for you and one to have served on the restrained person.

4 Have restrained person served with papers

You must have an adult personally give a copy of all the court papers (all forms listed on form DV-710, item 5) to the person you want a restraining order against. It cannot be you or anyone listed on the restraining order. Your server must then complete a proof of service (form [DV-200](#)). Make a copy of the completed form DV-200 and file it with the court.

Serving papers can be a dangerous situation. If you want the sheriff to serve your papers, they will do so for free. If you want the sheriff to serve your papers, complete form [SER-001](#), *Request for Sheriff to Serve Court Papers*. Give the sheriff a copy of the completed form and all papers that need to be served on the other side (all forms listed on form DV-710, item 5). For more information on service, go to selfhelp.courts.ca.gov/DV-restraining-order/renew/sheriff-serves.

If you can't serve the restrained person before your court hearing, you will need to ask the judge to reschedule your court hearing. Fill out and file forms [DV-715](#) and [DV-716](#). The judge will review your request and decide whether to reschedule your court hearing. If you do not receive a signed copy of form DV-716 from the judge before your court date or the judge denied your request to reschedule your hearing, you *must* attend your court date (listed on form DV-710 or DV-716) if you still want to renew your restraining order.

5 Get ready for and attend your court hearing

At your court hearing, the judge will decide whether to grant your request to renew your restraining order. What you will need to prove at your court hearing will depend on if the other side attends the hearing:

- If the restrained person does not attend the hearing, the judge can renew your restraining order based on only your request.
- If the restrained person attends the hearing and does not agree to the renewal, then you must prove that you have a reasonable fear or concern that there is enough risk of further abuse if the order is not renewed. The further abuse can be different from the abuse that led to your restraining order. But you don't have to prove that you've been abused by the person since the restraining order has been in effect. The abuse that led to your restraining order may be enough to renew it.

At the hearing, you and the other side will have the opportunity to tell your side of the story. Bring any evidence or witnesses you have.

If you don't want to attend your court hearing in person, go to the court's website to find out more information about attending by phone or videoconference. For information on your court hearing, go to selfhelp.courts.ca.gov/DV-restraining-order/renew/court.



What if the judge renews my restraining order?

- ① You will need form [DV-730](#), *Order to Renew Domestic Violence Restraining Order*, signed by the judge. If the court does not complete this form for you, make sure you complete it and give it to the court clerk. Contact the court's self-help center if you need help.
- ② You will need to get copies of form DV-730 once it is signed by the judge. Ask the court clerk when your forms will be ready. There is no fee for turning in this form, and you should receive free copies.
- ③ Look at form DV-730 to see if the judge ordered you to serve the form by mail or in person. If you are ordered to serve the form by mail, this means your server only has to mail a copy of the restraining order. But serving someone in person is always best. When you mail court papers, it may be hard to prove that the person actually received a copy, especially if the person moves a lot. Learn more about service at selfhelp.courts.ca.gov/DV-restraining-order/renew/serve-order.

Where can I find free help?

Free legal help is available at your court's self-help center. Find your local court's self-help center at selfhelp.courts.ca.gov/find. Self-help center staff will not act as your lawyer but may be able to give you information to help you decide what to do in your case, and help you with the forms. Staff may also refer you to other agencies who may be able to help you.

Information about this process is also available online

selfhelp.courts.ca.gov/DV-restraining-order/renew

What if I need an interpreter?

You may use form [INT-300](#) to request an interpreter or ask the clerk how you can request one.

I have a disability. How can I get help?

You may use form [MC-410](#) to request assistance. Contact the disability/ADA coordinator at your local court for more information.

Request for Accommodations

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to courts.ca.gov/forms for *Disability Accommodation Request* (form [MC-410](#)). (Civ. Code, § 54.8.)

What if I am worried about my safety?

The National Domestic Violence Hotline provides free and private safety tips. Help is available every day, 24 hours a day, and in over 100 languages. Visit online at thehotline.org or call 1-800-799-7233.

Instructions

Use this form to renew *Restraining Order After Hearing* (form DV-130), or a juvenile restraining order (form JV-255 or JV-265) based on domestic violence. For more information about how to renew a restraining order, read [form DV-700-INFO](#), *How Do I Ask the Court to Renew My Restraining Order.*)

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:**1 Your Name:** _____**! Address where you can receive court papers**

(This address will be used by the court and by the person in ② to send you official court dates, orders, and papers. For privacy, you may use another address like a post office box, a Safe at Home address, or another person's address, if you have their permission and can get your mail regularly. If you have a lawyer, give their information.)

Address: _____

City: _____ Zip: _____ State: _____

! Your contact information (optional)

(The court could use this information to contact you. If you don't want the person in ② to have this information, leave it blank or provide a safe phone number or email address. If you have a lawyer, give their information.)

Telephone: _____ Fax: _____

Email Address: _____

Your lawyer's information (if you have one)

Name: _____ State Bar No.: _____

Firm Name: _____

2 Name of Restrained Person _____**This is not a Court Order.**

4 b. ☐ **The person in ② has violated the order**

(Note: For the judge to grant your request, you do not have to prove to the judge that the person in ② violated the order. But this information can help the judge make a decision, if it applies in your case.)

(1) Date violation happened (*give estimate if you don't know the date*): _____

Explain what the person in ② did: _____

How often has the person in ② violated the order like this?

☐ Just this once ☐ 2–5 times ☐ Weekly ☐ Other: _____

Give dates of other violations or estimates of when they happened, if known: _____

(2) Date other violation happened (*give estimate if you don't know the date*): _____

Explain what the person in ② did: _____

How often has the person in ② violated the order like this?

☐ Just this once ☐ 2–5 times ☐ Weekly ☐ Other: _____

Give dates of other violations or estimates of when they happened, if known: _____

c. ☐ **Other reason or violation (*explain*):**

☐ Check here if you need more space. Attach a sheet of paper and write “Form DV-700, Reason for Renewal” for a title.

This is not a Court Order.



5 ☐ **Lawyer's Fees and Costs**

I ask that the person in **(2)** pay for some or all of my lawyer's fees and costs. (If you ask for fees and costs and the court grants your restraining order, the court must award you fees and costs if the respondent can afford to pay.)


6 **Your Signature**

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date: _____

Type or print your name _____
*Sign your name***7** **Your lawyer's signature** *(if you have one)*

Date: _____

Lawyer's name _____
*Lawyer's signature***Your Next Steps**

- After you complete this form, complete items 1 and 2 of [form DV-710, Notice of Hearing to Renew Restraining Order](#).
- File this form and form DV-710 with the court clerk. You must do this before your restraining order expires.
- Once you get your forms back from the court, have someone "serve" a copy of all forms on the person in **(2)**. The sheriff or marshal can do this for free. See [form SER-001, Request for Sheriff to Serve Court Papers](#). Learn more about service at <https://selfhelp.courts.ca.gov/sheriff-serves-your-request-restraining-order>.
- Learn more about how to prepare for your hearing at <https://selfhelp.courts.ca.gov/DV-restraining-order/renew/court>.

This is not a Court Order.

CLETS-001 Confidential Information for Law Enforcement

Instructions:

- If you are asking for a restraining order, you must complete this form and give it to the court clerk, along with the other court forms required in your case. For juvenile orders, list the primary protected person's information in ② and ③.
- If the judge grants the restraining order, information you give on this form will be entered into a California database (called CLETS) to help law enforcement enforce the order.
- If information changes later, you may complete this form again and turn it in to the court.

To Court Clerk: Do not file this form. The information on this form must be entered into the protective order registry in CLETS.

Court fills in case number when form is received.

Case Number:

Date received by court: _____

Information that has a star (*) next to it is required. All other information is helpful.

① Person You Want a Restraining Order Against

*Name: _____

Other names used: _____

Marks, scars, or tattoos: _____

Driver's license (*number and state*): _____ SSN: _____

Vehicle type: _____ Model: _____ Year: _____ Plate number: _____

Telephone: _____

Name of employer and address: _____

Does the person speak English?

☐ Yes

☐ No (*list language*): _____

☐ I don't know

Does the person have any firearms (guns), firearm parts, ammunition, or body armor?

☐ No

☐ I don't know

☐ Yes (*Give any information you have below, like the type, amount, or location of any items, if known.*)

This is not a Court Order—Do not place in court file.



2 *Your Name: _____

*(Skip **3** and **4** if you are asking for a gun violence (form GV-100) or retail crime (form RT-100) restraining order.)*

3 Your Information

*Gender: ☐ M ☐ F ☐ X (nonbinary) Race: _____

*Age: _____

Date of Birth (month, day, year): _____

(If the judge grants your restraining order, your information will be entered into California's law enforcement database. If you give your date of birth, it will also be entered into the federal law enforcement database. If your information is not in the federal law enforcement database, your restraining order may be more difficult to enforce outside of California.)

Telephone: _____

Do you speak English?

☐ Yes

☐ No (list language): _____

4 Other People You Want Protected

*Name: _____ *Gender: _____ Race: _____ Date of Birth: _____

*Name: _____ *Gender: _____ Race: _____ Date of Birth: _____

*Name: _____ *Gender: _____ Race: _____ Date of Birth: _____

*Name: _____ *Gender: _____ Race: _____ Date of Birth: _____

☐ Check here if you have more people to list. Write them on a separate piece of paper, write "Item 4" at the top, and attach it to this form.

This is not a Court Order—Do not place in court file.

**Notice of Hearing to
Renew Restraining Order***Clerk stamps date here when form is filed.*

Instruction: The protected person must complete ① and ② only.
The court will complete the rest of this form.

① Protected Person (name):

② Restrained Person (full name):

Address of restrained person:

City: _____ State: _____ Zip: _____*Fill in court name and street address:***Superior Court of California, County of***Fill in case number:***Case Number:****③ Court Hearing**

The judge has set a court hearing (court date) for the request to renew restraining order.

The Restraining Order After Hearing (Order of Protection) stays in effect until the expiration date on that order or the end of the hearing below, whichever is later.



Date: _____ Time: _____
Dept.: _____ Room: _____

Name and address of court, if different from above:

④ To the person in ②:

- You **must** continue to obey the current restraining order until the expiration date on the current order or the hearing date, whichever is later.
- At the hearing: The judge can renew the current restraining order for at least five years or make it permanent. You can tell the judge why you agree or disagree with the request to renew the orders.
- If you do not attend the hearing, the judge can still renew the restraining order. If the judge renews the order you should receive a copy of the order at the address listed in ②. If your address is incorrect or not listed, contact the court.
- If the restraining order is renewed, you **must** obey the orders even if you do not attend the hearing. If you did not attend the hearing and want to know if the judge renewed the order, contact the court.
- If you want to respond in writing to the request to renew the restraining order, fill out form DV-720, *Response to Request to Renew Restraining Order*. File the original with the court, and have someone 18 or over—**not you**—mail a copy of it to the person in ① before the hearing. Also file form DV-250, *Proof of Service by Mail*, with the court before the hearing, and bring a copy to the court hearing.

This is a Court Order.

5 To the Person in 1

a. You must have the person in 2 personally served with a copy of all the forms listed below in 5b by (date of deadline): _____

b. Forms to serve:

- DV-700, *Request to Renew Restraining Order* (file stamped);
- DV-710, *Notice of Hearing to Renew Restraining Order* (this form);
- DV-720, *Response to Request to Renew Restraining Order* (blank copy); and
- The current *Restraining Order After Hearing (Order of Protection)* that you want to renew (form DV-130, JV-255 or JV-265).

(“Service” means someone 18 or over—not you or anyone else protected by the restraining order—must personally give the court forms to the person in 2. After the person has been served, file form DV-200, *Proof of Personal Service*, with the court clerk, and bring a copy to the court hearing. For help with service, read [form DV-200-INFO](#), *What Is “Proof of Personal Service”?*)

6 No Fee to Serve (Notify) Restrained Person

The sheriff or marshal will serve this order for free. If you want the sheriff to serve your papers, (1) complete [form SER-001](#), *Request for Sheriff to Serve Court Papers*, and (2) give form SER-001 and a copy of this order to the sheriff.

Judge's Signature

Date: _____

Judge or Judicial Officer

**Request for Accommodations**

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to www.courts.ca.gov/forms for *Disability Accommodation Request* ([form MC-410](#)). (Civil Code section 54.8.)

(Clerk will fill out this part.)

Instructions to Clerk: The court must enter this order into CLETS or send this order to law enforcement to enter into CLETS. This must be done within one business day from the day the order is made.

—Clerk's Certificate—

Clerk's Certificate
[seal]

I certify that this *Notice of Hearing to Renew Restraining Order* is a true and correct copy of the original on file in the court.

Date: _____ Clerk, by _____, Deputy

**Response to Request to Renew
Restraining Order**

Clerk stamps date here when form is filed.

Instructions: Use this form if the protected person has asked to renew the restraining order against you and you want to respond in writing. There is no court fee to file this form.

1 Protected Person (see form DV-700, item ①):

2 Your Name:

! Address where you can receive court papers

(This address will be used by the court and by the person in ① to send you official court dates, orders, and papers. For privacy, you may use another address like a post office box, a Safe at Home address, or another person's address, if you have their permission and can get your mail regularly. If you have a lawyer, give their information.)

Address: _____

City: _____ State: _____ Zip: _____

! Your contact information (optional)

(The court could use this information to contact you. If you don't want the person in ① to have this information, leave it blank or provide a safe phone number or email address. If you have a lawyer, give their information.)

Email Address: _____ Telephone: _____ Fax: _____

Your lawyer's information (if you have one)

Name: _____ State Bar No.: _____

Firm Name: _____

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:

3 Your Hearing Date (Court Date)



Your hearing date is listed on form DV-710, (*Notice of Hearing to Renew Restraining Order*). If you do not agree to having the restraining order renewed, attend your hearing date. If you do not attend your hearing, the judge could renew the restraining order against you for at least five years, or make it a permanent order with no expiration.

This is not a Court Order.

4 Do you agree with the request to renew the restraining order?

- a. ☐ I agree.
- b. ☐ I do not agree.

Explain why you disagree, or describe a different order that you would agree to: _____

5 ☐ Additional Reasons I Do Not Agree With the Request (optional)

If you do not agree to the request to renew restraining order, you may explain why (*give specific facts and reasons*):

- ☐ Check here if you need more space. Attach a sheet of paper and write "DV-720, Additional Reasons I Do Not Agree With the Request" at the top.

6 ☐ Lawyer's Fees and Costs

If the person in ① checked item ⑤ on form DV-700, this means that they have asked the judge to order you to pay their lawyer's fees and costs. You may also ask for lawyer's fees and costs. The judge can order the person in ① to pay for your lawyer's fees and costs if:

- (1) The person in ①'s request for restraining order is denied;
- (2) The judge decides that the request was frivolous or was made only to abuse, intimidate, or cause unneeded delay; and
- (3) The person in ① can afford to pay for your lawyer's fees and costs.

- ☐ Check here if you want the person in ① to pay for some or all of your lawyer's fees and costs.

This is not a Court Order.

7 Your signature

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date: _____

Type or print your name



Sign your name

8 Your lawyer's signature (if you have one)

Date: _____

Lawyer's name



Lawyer's signature

Your Next Steps

- Turn in (file) your completed form with the court.
- Have someone (not you) mail the person in ① a copy of this form, and complete [form DV-250](#), *Proof of Service by Mail*. File form DV-250 with the court. *(The person who mails this form must be at least 18 years old and cannot be you or someone protected on the restraining order.)*
- Prepare for your court date by gathering evidence or witnesses, if you have any. If you need an interpreter for your court date, use [form INT-300](#) to request an interpreter, or ask the court clerk how you can request one. If you need a disability accommodation, use [form MC-410](#) to request assistance, and contact the disability/ADA coordinator at your local court for more information.
- Free legal help is available at your court's self-help center. Find your local court's self-help center at www.courts.ca.gov/selfhelp.

This is not a Court Order.

REQUEST FOR RENEWAL OF DOMESTIC VIOLENCE RESTRAINING ORDER

PROOF OF PERSONAL SERVICE

The Proof of Personal Service (DV-200) must be filled out by the person who serves the restrained party with the *Request to Renew Restraining Order* and *Notice of Hearing to Renew Restraining Order* papers.

File the original Proof of Personal Service and two copies with the Court at least five (5) Court days before the hearing. Bring a filed copy of the Proof of Personal Service with you to the hearing.

If the restrained party was not served and/or the *Proof of Personal Service* form has not been filed by the hearing date, the Court may continue the hearing and extend the restraining order for a few weeks to allow you further opportunity to serve the restrained party.

Clerk stamps date here when form is filed.

1 Name of Party Asking for Protection:**2 Name of Party to Be Restrained:****3 Notice to Server**

The server must:

- Be 18 years of age or older.
- Not be listed in items **1** or **3** of form DV-100, *Request for Domestic Violence Restraining Order*.
- Give a copy of all documents checked in **4** to the restrained party in **2** (you cannot send them by mail). Then complete and sign this form, and give or mail it to the party in **1**.



Fill in court name and street address:

Superior Court of California, County of

Court clerk fills in case number when form is filed.

Case Number:**4** I gave the party in **2** a copy of all the documents checked:

- a. ☐ DV-109 with DV-100 and a blank [DV-120](#) (*Notice of Court Hearing; Request for Domestic Violence Restraining Order; blank Response to Request for Domestic Violence Restraining Order*)
- b. ☐ DV-110 (*Temporary Restraining Order*)
- c. ☐ DV-105 and [DV-140](#) (*Request for Child Custody and Visitation Orders, Child Custody and Visitation Order*)
- d. ☐ FL-150 with a blank [FL-150](#) (*Income and Expense Declaration*)
- e. ☐ FL-155 with a blank [FL-155](#) (*Financial Statement (Simplified)*)
- f. ☐ DV-115 (*Request to Continue Hearing*)
- g. ☐ DV-116 (*Order on Request to Continue Hearing*)
- h. ☐ DV-130 (*Restraining Order After Hearing*)
- i. ☐ Other (specify): _____

5 I personally gave copies of the documents checked above to the party in **2** on:a. Date: _____ b. Time: _____ ☐ a.m. ☐ p.m.c. At this address: _____
City: _____ State: _____ Zip: _____**6 Server's Information**

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

(If you are a registered process server):

County of registration: _____ Registration number: _____

7 I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date: _____

Type or print server's name

Server to sign here