

Civil Harassment Restraining Order

A Civil Harassment Restraining Order (CHRO) is an order directing a person not to harass or engage in violence against you. In Sacramento, CHROs are filed at the Gordon D. Schaber Sacramento County Courthouse, located at 720 Ninth Street, in downtown Sacramento.

You may seek protection if you are worried about your safety because you are being stalked, harassed, sexually assaulted, or threatened by someone you do not have a family or past or present romantic relationship with, like a neighbor, co-worker, or roommate.

Restraining order requests must be filed in person by the person requesting the order or by their attorney.

Templates and Forms

- Request for Civil Harassment Restraining Order (Step 1) Packet (https://www.saccourt.ca.gov/restraining-orders/docs/cv-ch-01.pdf)
- <u>Civil Harassment Restraining Order: Instructions on Service (Step 2) Packet (https://www.saccourt.ca.gov/restraining-orders/docs/cv-ch-02.pdf)</u>

Need protection from a family member or romantic partner?

If you need protection from someone who is a member of your immediate family or a current or ex romantic partner, you may need a Domestic Violence Restraining Order instead. For information, see the Sacramento Court's website at "Domestic Violence Restraining Order. (https://www.saccourt.ca.gov/restraining-orders/domestic-violence.aspx)."

Step-by-Step-Instruction

1. Preparation

In order to complete the forms necessary to obtain a civil harassment restraining order, you will need to gather:

- The name and physical description of the person you want restrained.
- Any information you need to describe the last few instances of stalking, harassment, violence, threat, or sexual assault against you, including what was said and done and the names of any witnesses.

If the person you want restrained does not know your address, you may want to obtain a separate mailing address, such as a P.O. Box, to use on your court papers.



2. Complete the Necessary Forms

Sample filled-in forms with instructions are available at the end of this Guide. You have three options for filling out forms:

By hand:

The Sacramento County Superior Court has created a <u>Step 1 Packet (https://www.saccourt.ca.gov/restraining-orders/docs/cv-ch-01.pdf)</u>, which includes each of the necessary forms. The forms in packet are not fillable; you will need to print the packet and complete the forms by hand.

Typed:

To type the forms on a computer, download fillable forms from the <u>California Courts website</u> (<u>https://www.courts.ca.gov/forms.htm</u>). See the packet listed above to determine which forms you will need.

Guided on the computer:

The Sacramento County Superior Court's website provides access to Law Help Interactive

(https://saccourt.ca.gov/civil/self-help-services/civil-harassment-restraining-order.aspx) (scroll down and click "Get Started" button), which will ask you a series of questions and use your responses to complete all the required forms. You will need to print the forms out to file them once you finish.

After you have completed all your forms, make one photocopy of each document.

3. Organize Your Papers for Filing

The court is very particular about the format and order in which you give the clerk the forms. When you file, the court will require the **original of each form on top (unstapled)**, **plus one copy underneath it (stapled)**.

Stack your forms in this order:

- Request to Waive Court Fees (FW-001)
- Civil Case Cover Sheet (CM-010)
- Request for Civil Harassment Restraining Orders (CH-100) plus two copies (total of three)
 Staple each copy, then clip behind original.
- Notice of Court Hearing (CH-109)
- Temporary Restraining Order (CH-110) (complete items 1, 2, and 3 only)
- Confidential CLETS Information (CLETS-001)
- Civil Harassment Restraining Order After Hearing (CLETS-CHO) (CH-130) (complete items 1, 2, and 3 only)





4. File your Papers

Restraining order requests must be filed **in person by the person requesting the order or by their attorney**. You will make two trips to the courthouse, one to turn in your request, and another to pick up your forms and ruling after it has been reviewed by a judge.

If you file before 11:30 a.m.: forms ready at 4 p.m. the same day. If the clerk accepts your forms by 11:30 a.m., you will receive your forms and ruling on any request for a temporary order at 4:00 p.m. the same day in the lobby outside Room 102 (720 9th St.).

If you file after 11:30 a.m.: forms ready at 4 p.m. the next business day. If you do not meet the 11:30 a.m. deadline, but your forms are filed before 4:00 p.m., you can pick up your forms and ruling on any request for a temporary order at 4:00 p.m. the next court business day in the lobby outside of Room 102 (720 9th St.).

Filing Fees: If your Request for Civil Harassment Restraining Orders (CH-100) form alleges violence, threats of violence, or words or acts that cause you to reasonably fear violence from the person you want restrained, there is no fee to file. You make this allegation by checking item 13 on your Request for Civil Harassment Restraining Orders (CH-100). However, if the Judge decides that your allegation is not credible, you must pay the filing fee when you pick up the forms at 4 p.m. The <u>filing fee (https://www.saccourt.ca.gov/indexes/fees-forms.aspx)</u> is currently \$435.

If you are not alleging violence, but cannot afford to pay the filing fee, you may apply for a fee waiver at the time you file your restraining order papers. If you are submitting a fee waiver request, the clerk will accept your forms at the window when you file and you will not have to pay a filing fee at that time. However, if the Judge decides that you do not qualify for a fee waiver, you must pay the filing fee when you pick up the forms at 4 p.m.

For more information and sample fee waiver forms, see our <u>fee waiver guide (https://www.saclaw.org/resource_library/fee-waiver/)</u>



5. Examine the Papers for Orders and Hearing Date

When you pick up your papers, examine them carefully. A case number will be stamped on your documents. If the judge made temporary orders, they will be on the Temporary Restraining Order (CH-110), in paragraphs 5 through 8.

Review the Notice of Court Hearing (CH-109). Your hearing date and the court department that will hear your request for a permanent restraining order will be listed in paragraph 3.

The court clerk will enter the temporary orders into the California Restraining and Protective Order System (CARPOS) through the California Law Enforcement Telecommunications System (CLETS).

6. Service on the Person You Need Protection From

Have the following documents served on the respondent at least 5 days prior to the hearing date:

- Request for Civil Harassment Restraining Orders (CH-100) (and Attachment (MC?025), if used)
- Notice of Court Hearing (CH-109)
- Temporary Restraining Order (CH-110) (if granted)
- Handout and blank documents in the <u>Step 2 Packet (https://www.saccourt.ca.gov/restraining-orders/docs/cv-ch-02.pdf)</u>

You can have the Sheriff's office, a process server, or anyone over the age of 18 who is not a party in the case serve the person to be restrained. They must personally serve the paperwork on the respondent.



Special Instructions for the Sheriff's Office

If you have the Sheriff serve the papers, there will be a fee (currently \$50, <u>check fee schedule for</u> <u>up-to-date fee (https://www.sacsheriff.com/documents/civil/FEE%20SCHEDULE%20-%202025.pdf)</u>) unless (1) you have a fee waiver OR (2) the court ordered free service due to violence or threat of violence.

Either way you must deliver two (2) complete sets of documents, along with any fee and the Request for Sheriff to Serve Court Papers (SER-001) (https://www.courts.ca.gov/documents/ser001.pdf) form to:

Sheriff's Civil Bureau (https://www.sacsheriff.com/)

2969 Prospect Park Drive, Suite 200 Rancho Cordova, CA 95670 916-875-2665 Mon and Fri 9am to 12 pm, T/W/Th 9am to 3:00pm (Dropbox 8:00 a.m.-5:00 p.m.)

Deadline: 20 days before your hearing date. Service must be completed at least 5 days prior to the hearing date. The Sheriff needs your papers at least 15 days prior to last day for service.

The person who serves the forms must fill out Civil Harassment Proof of Personal Service (CH-200) and return it to you.

If you cannot get the person you want restrained served in time for the hearing, you can request an extension of time. See the <u>Sacramento County Superior Court's packet (https://saccourt.ca.gov/restraining-orders/docs/cv-ch-o3.pdf)</u> for forms and information.

If the person you want restrained is **avoiding or evading service**, or cannot be located, see "What If the Person I Want Protection from Is Avoiding (Evading) Service or Cannot Be Located?" (form <u>CH-205-INFO</u> (https://www.courts.ca.gov/documents/ch205info.pdf))

7. File the Proof of Service in Court

File the **original and two copies** of the signed Civil Harassment Proof of Personal Service (CH-200) form with the court. If you had the Sheriff serve the paperwork, the Sheriff's office will file the Proof of Service with the court for you.

If you cannot file before the hearing date, bring the original and two copies with you to the hearing.

8. Review the Response, If Any

The person to be restrained may choose to oppose your request for a restraining order in writing. If so, they should mail you a copy of this response prior to your hearing date. Be sure to review any response so that you



may anticipate any evidence the person you wish to be restrained will present in court.

9. Attend Your Hearing

Be prepared to spend at least half a day at the courthouse on the day of your hearing. Arrive at your assigned department early and wait for the courtroom to open. The calendar of cases to be heard that day will be posted next to the courtroom door. Make sure that your case is listed on the docket, and when the courtroom opens, check in with the court attendant.

Whether or not the other side appears, you will need to present your case to the judge. Be prepared to explain clearly and concisely why the court should grant your request. During the hearing, it is your burden to prove to the court by "clear and convincing evidence" the violence, threats, stalking, or harassment you claim. Be sure to bring any documents or photos that you will need to prove your case, such as medical or police reports, or threatening letters and emails. Witnesses may also bolster your case, but the court may or may not let witnesses speak at the hearing.

If the other side appears, they will also have an opportunity to present their side of the story. Do not be surprised if the judge interrupts either or both of you to ask questions. The judge is attempting to learn what happened, and is asking questions to assist him or her in understanding the situation.

At the end of your hearing, the judge may:

- grant your request;
- deny your request;
- take the matter under submission (think about it and mail their decision);
- continue the hearing to another date; or,
- refer you to mediation.

If your request is continued to another date or taken under submission, be sure to ask the judge to continue the temporary restraining order until to the new hearing or until you and the person you wish to be restrained can be notified of the decision.

If you do not attend your hearing, your request for a restraining order will be denied, and any temporary orders will expire.

Clear and Convincing Proof

A petitioner seeking a Civil Harassment Restraining Order must prove the matter by "clear and convincing proof," meaning the petitioner must prove his or her facts in the case to be "highly probable."

This is a higher standard of proof than most lawsuits, including Domestic Violence Restraining Orders. In most lawsuits, cases must be proven by "preponderance," that is that the petitioner's case must be proven to be more likely than not true.



10. Mediation

The judge may refer your matter to mediation. If this happens, you and the other party will meet with an available mediator, who will explain that mediation is both voluntary and confidential, and does not jeopardize either party's ability to have a hearing – at any point either of you can say mediation is not working and you would like to request a hearing. In that case, both parties must return to the courtroom and wait until the judge is ready to hear the case.

The mediator does not make judgments and typically does not even look at the parties' evidence. Rather, the mediation process focuses on what the parties can agree to do to make life peaceful in the future. The goal of mediation is to reach an agreement, which can include a restraining order. The mediated agreement is an enforceable stipulated judgment; the civil harassment restraining order case is dismissed. If either party violates the terms of the stipulated judgment, the other party can re-file the civil harassment restraining order case.

The benefit of mediation in a civil harassment restraining order case is that the person who wanted the restraining order can walk away from court that day with some sort of resolution in place, as opposed to often walking away with nothing. The court can only grant or deny a request for a civil harassment restraining order; because of the high "clear and convincing" standard of proof, the Sacramento County Superior Court grants few civil harassment restraining orders. Also, because the mediated agreement can be tailored to meet both parties' needs, there is a higher likelihood of follow-through on both sides.

11. Court Enters CHRO into Law Enforcement Database

If a restraining order is granted, the court clerk will enter the order into California Law Enforcement Telecommunications System (CLETS), a statewide database of protective orders, via the California Restraining and Protective Order System (CARPOS).

12. Serve the Restrained Person

Follow the directions in Paragraph 13 of the Civil Harassment Restraining Order After Hearing (CH-130).

The judge will indicate if the orders must be served. If service is required, the judge will indicate if service may be done by mail, or if personal service is required.

If paragraph 13(b)(1) is checked, service by mail is permitted. Someone over the age of 18 who is not a party to the case may mail a copy of the signed CH-130 to the restrained person. Your server will complete Proof of Service by Mail (CH-250) (https://www.courts.ca.gov/documents/ch250.pdf).

The sheriff is one inexpensive option to serve the papers. If you have the sheriff serve any paperwork, you must fill out the Instructions to Sheriff – Temporary/Permanent Restraining Order (https://www.sacsheriff.com/documents/7483%20Form%20007-TRO%20Instructions%20Rev%202018-07.pdf)



form.

If paragraph 13(b)(2) is checked, personal service is required. Your server must personally serve a copy of the signed CH-130 to the restrained person. Service must be performed by a sheriff, marshal, process server, or someone over the age of 18 who is not a party to the case. Your service will complete <u>Civil Harassment Proof</u> of Personal Service (CH-200) (https://www.courts.ca.gov/documents/ch250.pdf).

13. File the Proof of Service in Court

File the **original**, **plus two copies**, of Civil Harassment Proof of Personal Service (CH-200) or Proof of Service by Mail (CH-250) completed in Step 12.

For help

Civil Self Help Services (Hall of Justice) (https://saccourt.ca.gov/civil/self-help-services/self-help-services.aspx)

813 Sixth St., Sacramento CA 95814 916-874-1421 civilselfhelp@saccourt.ca.gov

Civil Self-Help Services (SHS) helps people without lawyers who have questions about simple issues related to a civil case. They can give you general information and help you prepare your own forms in the area of civil law. Common topics include civil harassment restraining orders, petitions for change of name/gender, and expungement of criminal convictions.

Sacramento Mediation Center

(https://www.calawyersforthearts.org/sacramento-mediation-center.html) The same organization that conducts mediation in civil harassment restraining order cases at the Sacramento County Family Relations Court, the Sacramento Mediation Center charges fees on a sliding scale according to income.

Civil Bureau, Sacramento County Sheriff's Department

(https://www.sacsheriff.com/pages/civil_bureau.php) 2969 Prospect Park Drive, Suite 200 Rancho Cordova, CA 95670 916-875-2665 The Sheriff's Civil Bureau can serve your papers for you for a fee. If you have a fee waiver, there is no charge.

For More Information:

California Courts Online Self Help Center (Civil Harassment)

(https://www.courts.ca.gov/1044.htm) This is the official website of the California Courts. It offers explanations and links to the forms you need for civil harassment restraining orders, and other types of restraining orders such as domestic violence, elder abuse, and workplace.



Samples

Yellow highlights show text that is always required. Other areas may or may not apply in your particular case.



Request for Civil Harassment Restraining Orders

		est for Civil Harassment aining Orders	Clerk stamps date here when form is filed.	9
INF	70) before completing this form	raining Order Help Me? (form CH-100- . Also fill out Confidential CLETS h as much information as you know.	The Court's courts and adds	
1	Person Seeking Protect	tion	The Court's county and addr go here. In Sacramento County, use 720 9th Street, Sacramento, CA 95814	
You may use	e a mailing address like a F ow your physical address.	ly, telephone number, fax, and e-m P.O. Box if you do not wish the rest Leave the lawyer information blank	rained rior Court of Californ a, County of	
	information. If you do not home address private, you instead. You do not have t	have a lawyer and want to keep your a may give a different mailing address o give telephone, fax, or email.)	720 9th Street Sacramento, CA 95814	e.
	Address:		Court fills in case number when form is filed.	Ĩ
	City:	State:Zip:	Case Number:	
		Fax:	Complete as much information	ion a
	Email Address:		you know about the person y wish to be protected from.	you
			Age:	
	Full Name: Address (if known): City:	State		
3	Full Name: Address (if known): City: Additional Protected P	ersons		
3	Full Name: Address (if known): City: Additional Protected P	State ersons tion for any other family or household mo	Zip:	
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3	Full Name: Address (if known): City: Additional Protected P a. Are you asking for protect	ersons tion for any other family or household me Gender Age I	Zip:	ner
3	Full Name: Address (if known): City: Additional Protected P a. Are you asking for protect	ersons tion for any other family or household magnetic structure Gender Age	:Zip: :Zip: :Zip: Zip:	ner Iold
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3	Full Name: Address (if known): City: Additional Protected P a. Are you asking for protect Full Name Check here if there are many Persons" for a title. You r b. Why do these people need Check here if there is not	ersons tion for any other family or household me Gender Age	: Zip: ives with you? How are they related to you? ives with you? How are they related to you? Yes No write "Attachment 3a-A members, check complete answer on the c potected, and the reason these per sons to be protected, and the reason these per son	ner Iold the e ne ne rsor
3	Full Name: Address (if known): City: Additional Protected P a. Are you asking for protect Full Name Check here if there are many Persons" for a title. You r b. Why do these people need Check here if there is not	State ersons tion for any other family or household mo Gender Age I Gender Age I Gender Age I Core persons. Attach a sheet of paper and nay use form MC-025, Attachment. I protection? (Explain below): enough space for your answer. Put your ud write "Attachment 3b—Why Others Ne	: Zip: ives with you? How are they related to you? ives with you? How are they related to you? Yes Yes No Yes Yes No Yes No Yes No Yes No write "Attachment 3a-A complete answer on the above	ner Iold the e ne ne rsor
3	Full Name: Address (if known): City: Additional Protected P a. Are you asking for protect Full Name Check here if there are many Persons" for a title. You r b. Why do these people need Check here if there is not	State ersons tion for any other family or household ma <u>Gender Age L</u> <u>Gender Age L</u> <u>Gen</u>	: Zip: ives with you? How are they related to you? ives with you? How are they related to you? Yes Yes No Yes Yes No Yes No Yes No Yes No write "Attachment 3a-A complete answer on the above	ner Iold the e ne ne rsor



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Request for Civil Harassment Restraining Orders (CH-100) (page 1)



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Request for Civil Harassment Restraining Orders (CH-100) (page 2)



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Describe the most recent incident of harassment/violence. If you require extra space you may check the box and attach an additional page. Because the court will base its initial ruling as to whether a temporary restraining order will issue, or whether a fee waiver will be granted on these initial pleadings, any description should be written clearly in a way that may be easily understood by a complete stranger, in this case, the judge. You may check the box and use an attachment if you need more space. a. (3) How did the person in (2) harass you? (Explain below): Check here if there is not enough space for your answer. Put your complete answer on the attached sheet of paper or form MC-025 and write "Attachment 7a(3)—Describe Harassment" for a title. State whether a gun or other weapon was threatened or Did the person in (2) use or threaten to use a gun or any other weapon? (4)used by the \Box Yes \Box No (If yes, explain below): person to be Check here if there is not enough space for your answer. Put your complete answer on the attached restrained during sheet of paper or form MC-025 and write "Attachment 7a(4)—Use of Weapons" for a title. this most recent incident. If one was threatened or State whether you used, write a brief were injured or explanation below. harmed by the act (5) Were you harmed or injured because of the harassment? you described. If you check "Yes," \Box Yes \Box No (If yes, explain below): describe your Check here if there is not enough space for your answer. Put your complete answe injuries. sheet of paper or form MC-025 and write "Attachment 7a(5)-Harm or Injury" fo State whether police came in (6) Did the police come? \Box Yes \Box No response to the If yes, did they give you or the person in (2) an Emergency Protective Order? 🗌 Ye act you described. If they did, If yes, the order protects (check all that apply): indicate whether \square Me \square The person in **2** \square The persons in **3**. an emergency (Attach a copy of the order if you have one.) protective order b. Has the person in 2 harassed you at other times? was issued, and □ Yes □ No (If yes, describe prior incidents and provide dates of harassment below): who the order Check here if there is not enough space for your answer. Put your complete answer on the applies to. paper or form MC-025 and write "Attachment 7b-Previous Harassment" for a title. In 7b., state whether there were any prior incidents of harassment. If you check "Yes," describe the prior incident(s). Check the attachment box if you need more space, and continue your description on an attachment. You can attach as many pages as you need. For each incident, include the information requested in 7a(3), 7a(4), 7a(5), and 7a(6). This is not a Court Order. Rev. January 1, 2023 CH-100, Page 3 of 6 **Request for Civil Harassment Restraining Orders** \rightarrow (Civil Harassment Prevention)



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Request for Civil Harassment Restraining Orders (CH-100) (page 3)



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Check the appropriate boxes for the condu	uet vou	
want the judge to prohibit.	uct you	Case Number:
Check the orders you want.		
U –	n (2) not to do any of the following t	things to me or to any person to be
		sexually or otherwise), hit, abuse, destroy
b. \Box Contact the person, either di	irectly or indirectly, in any way, inclu	ding, but not limited to, in person, by il, by email, by text message, by fax, or by
c. Other (specify):		
sheet of paper or form 1		your complete answer on the attached Dther Personal Conduct Orders, " for a
		uct not described in sections (a) or (b) be cribe the conduct you wish to be prohibited.
unless the court finds good cause		resses or locations of any protected person
9 Stay-Away Orders a. I ask the court to order the person	on in (2) to stay at least yards	away from (check all that apply):
 (1) Me. (2) The other persons listed (3) My home. (4) My job or workplace. (5) My school. (6) My children's school. (7) My children's place of a 		If you are requesting stay-away orders, check the box, state the distance that you are requesting the restrained person to stay away, and the places you wish him or her to stay away from. If this order would prevent him or her from getting to home, school, or work, you must explain.
to get to his or her home, school	$l, \text{ or job}? \qquad \Box \text{ Yes } \Box \text{ No } (If no, a)$	isted above, will he or she still be able explain below): complete answer on the attached sheet of
paper or form MC-025 and	write "Attachment 9b—Stay-Away Or	ders," for a title.
(10) Firearms (Guns), Firearm P	arts, and Ammunition	
receivers and frames, and any item section 16531).	that may be used as or easily turned in	or ammunition? This includes firearm nto a receiver or frame (see Penal Code Yes No Idon't know
receiving, or attempting to purchas	e or receive firearms (guns), firearm	
	ny firearms (guns) and firearm parts	Check the appropriate box to state whether the person you are seeking protection from owns a gun or other firearm.
Rev. January 1, 2023 Request	for Civil Harassment Restrain	
	(Civil Harassment Prevention)	~



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Request for Civil Harassment Restraining Orders (CH-100) (page 4)





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Request for Civil Harassment Restraining Orders (CH-100) (page 5)



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		Case N	umber:
(15)	 Possession and Protection of Animals I ask the court to order the following: a. That I be given the sole possession, care, and control of the animal lease, keep, or hold, or which reside in my household. (Identify animals by, e.g., type, breed, name, color, sex.) 	If you would like to request possession of, or protection fo any animals, check the box for paragraph 15. Describe the animals, and explain why this type of order is necessary.	
	I request sole possession of the animals because (specify good ca Check here if there is not enough space for your answer. Put your sheet of paper or form MC-025 and write "Attachment 15a—Pos	r complete d	answer on the attached
(16)	 b. That the person in (2) must stay at least yards away from, a conceal, molest, attack, strike, threaten, harm, or otherwise disposed Additional Orders Requested I ask the court to make the following additional orders (specify): Check here if there is not enough space for your answer. Put your paper or form MC-025 and write "Attachment 16—Additional Orders" 	ose of, the an ur complete	paragraph 16. Please note th the court will generally not iss an order for damages (money regarding matters outside the scope of a restraining order.
(17)	Number of pages attached to this form, if any: Date: Don't sign on the first signature line. It is used only by att	the	ou are adding any extra pages, number of extras here.
\bigcirc		-	
\bigcirc		Law	yer's signature
0	Lawyer's name (if any) I declare under penalty of perjury under the laws of the State of Californ attachments is true and correct.	ia that the i	
	I declare under penalty of perjury under the laws of the State of Californ	nia that the i	
	I declare under penalty of perjury under the laws of the State of Californ attachments is true and correct. Date:		
	I declare under penalty of perjury under the laws of the State of Californ attachments is true and correct.		zn your name
	I declare under penalty of perjury under the laws of the State of Californ attachments is true and correct. Date: Type or print your name Date the form and print and sign your name	<u>Si</u> į ne.	zn your name
	I declare under penalty of perjury under the laws of the State of Californ attachments is true and correct. Date:	<u>Si</u> į ne.	gn your name



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Request for Civil Harassment Restraining Orders (CH-100) (page 6)



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			MC
SHORT TITLE:		CASE NUMBER	t:
		7(1)	
	ATTACHMEN (This Attachment may be used w	T (Number): 7(b)	
On February 2, 2016, Ralph I shouting at me for talking to blocked the door to my car, s away. The entire time he was exited the office and walked and told Ralph he needed to I shouted out the window "I'm	Linda, his soon-to-be ex-wife o I could not drive away, and shouting at me. After several toward us in the parking lot. V eave or he would call the poli	, and for taking Linda's si- would move in front of m minutes of this, a co-wor When he saw what was haj ce. Ralph got into his car.	de in the divorce. He e when I tried to walk ker, Calvin Coworker, ppening he intervened
require extra space additional page.	the forms being filled out h ce, and that the informatior The example shown above tition for a Temporary Rest	being provided is conti is a continuation of par	nued on an agraph 7(b)
check the continu blank page, label	n MC-025 for any attachme action box and write your de ing the attachment. Downlo /documents/mc025.pdf.	escription on an MC-02	ō form or a
(If the item that this Attachment conc Attachment are made under penalty		ry, all statements in this	Page <u>1</u> of (Add pages as require
orm Approved for Optional Use Judicial Council of California MC-025 [Rev. July 1, 2009]	ATTACHME	ENT ncil Form	www.courtinfo.c



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Request for Civil Harassment Restraining Orders (CH-100) — Attachment 7b



Notice of Court Hearing (CH-109)

may ι	CH-109 Notice of Court Hearing 1 Person Seeking Protection a. Your Full Name: Your Lawver (if vou have one for this case): Name, address, and optionally, telephone number, fax, and e-mail. You use a mailing address like a P.O. Box if you do not wish the restrained in to know your physical address. Leave the lawyer information blank. You do not have a lawyer and want to keep your home address private, you may give a different mailing address instead. You do not have to give telephone, fax, or email.) Address: City: State: Zip: Telephone: Fax:	Fill in court name and street address: Superior Court of California, County of Sacramento 720 9th Street – Sacramento, CA 95814
	Email Address: 2 Person From Whom Protection Is Sought	 Court fills in case number when form is filed. Case Number: The name of the person to be
	(3) Notice of Hearing	
	A court hearing is scheduled on the request for restraining or The court will complete paragraph and all of pages 2 and 3. Skip to C Hearing Date: Time: Dept.: Room:	rent from above:
	A court hearing is acheduled on the request for restraining or The court will complete paragraph and all of pages 2 and 3. Skip to C Hearing → Date: Time:	rent from above: e judge grants a restraining order against a violate the order. or that could last up to five years. After t. CH-110, served with this notice.) ers as requested in form CH-100, Request w): al in b, below.)



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Notice of Court Hearing (CH-109) (page 1)



Temporary Restraining Order (CH-110)

	CH-110 Temporary Restraining Order	Clerk stamps date here when form is filed.				
	Person in (1) must complete items(1), (2), and (3) only.	The Court's county and address go here. In Sacramento				
(1)	Protected Person	County, use 720 9th Street ,				
0	a. Your Full Name: Your Lawyer (if you have one for this case):	Sacramento, CA 95814				
	North Lawyer (I) you have one for this case):					
You may us	age, address, and optionally, telephone number, fax, and e-mail. se a mailing address like a P.O. Box if you do not wish the restraine now your physical address. Leave the lawyer information blank.	ed court name and street address: Superior Court of California, County of				
	have to give telephone, fax, or email.): Address:	Sacramento				
	City: State: Zip:	720 9th Street				
	Telephone: Fax:	Sacramento, CA 95814				
~	Email Address:	Court fills in case number when form is filed.				
2	Restrained Person (Give all the information you know. Information with a star (*) is required to add this order to the California police database. If age is unknown, give					
	*Full Name: *Age:					
	*Race: Height: Weight: Hair	Coloi Complete as much information as you know about the person you				
	*Gender: M F Nonbinary Home Address: City: State: Zip: Relationship to Protected Person:	wish to be protected from.				
(3)	Additional Protected Persons					
\bigcirc	In addition to the person named in $\textcircled{1}$, the following family or household members of that person are protected by					
	the temporary orders indicated below: Full Name Gender Age Household	Member? Relation to Protected Person				
		□ No □ If you are seeking protection for other				
	Yes					
	Yes					
	Check here if there are additional persons. List them on an attached sh Additional Protected Persons" as a title. You may use form MC-025, 2					
	Expiration Date The court will complete the rest of this for					
(4)	This Order expires at the end of the hearing scheduled for the date and t	time below:				
	The Court will complete the rest of the form. Skip to CLETS-001.					
	This is a Court Order.					
No.	Council of California, www.courts.ca.gov Temporary Restraining Order (CLET	S-TCH) CH-110, Page 1 of 6				



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Temporary Restraining Order (CH-110) (page 1)



CLETS-001

CLET	S-001 Cont	fidential Information f	pa	his form will NO art of the public s confidential an	court file. It
this form Enter whethe with new filing complete	and give it to the cour form submitted and date of filing.	 king for a restraining order, you and clerk, along with the other concerning order, ered into a database (called Concerning order), ered into a database (called Concerning order). er. If information changes late turn it in to the court. er) next to it is required. All other court. 	urt forms information LETS) to help r, you may er information	To Court Clerk: Do not i The information on this entered into the protectir registry in CLETS. Court fills in case number whe Case Number: You will receiv when you file y Date received by court:	form must be ve order en form is received. re a case number
*Nar Othe Mark Telep Vehi Nam Does	ne: r names used: s, scars, or tattoos: _ hone: cle type: e of employer and ad the person speak En	Driver's license (na Model:	umber and state):Year: ww No (list la	Plate number:	Complete the information about the person to be restrained in part 1.
=	ur Name:	ation you have below, like the typ			guns the person to be restrained may have or own.
*Age Race		<mark>th (month, day, year):</mark> ☐ Yes □ No (list language)	Teleph	nder: □ M □ F □ none:	information about yourself in parts 2 and 3.
*Nar *Nar *Nar *Nar *Nar	ne: ne:	*Gender: *Gender: *Gender: *Gender: e more people to list. Write them	Race: Race: Race: Race: on a separate piec	lf y	h: h: 2 ²² 41 4 vou are seeking
Judicial Council of	California, www.courts.ca.gov 124, Mandatory Form	his is not a Court Order– Confidential Informatio		in court file. per per per	otection for other ople. list the ormation for the rsons to be
				pre	steeted.



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Confidential Information for Law Enforcement (CLETS-001)



Civil Harassment Restraining Order after Hearing (CH-130)

	CH-130 Complete parts 1, 2, and 3 ONLY. The Court will complete the rest.	amps date here when form is filed.
1	Person in ① must complete ①, ②, and ③ only. Protected Person a. Your Full Name:	The Court's county and address go here. In Sacramento County, use 720 9th Street,
	Your Lawyer (if you have one for this case)	Sacramento, CA 95814
may use a l	address, and optionally, telephone number, fax, and e-mail. You nailing address like a P.O. Box if you do not wish the restrained now your physical address. Leave the lawyer information blank.	court name and street address:
	private, you may give a different mailing address instead. You do not have to give telephone, fax, or email.) Address:	Superior Court of California, County of Sacramento
	City: State: Zip: Telephone: Fax:	720 9th Street Sacramento, CA 95814
2	Email Address: Restrained Person (Give all the information you know. Information with a star (*) is required to add this order to the California police database. If age is unknown,	Court fills in case number when form is filed. Case Number:
	give an estimate.)	Date of Birth:
	*Full Name: *Age: *Race: Height: Weight: Hair *Gender: M F Nonbinary Home Address: City: Zip: City: State: Zip: Zip: Relationship to Protected Person:	
3	Additional Protected Persons In addition to the person named in (1), the following family or household n the orders indicated below:	
	[] Yes	ith you? How are they related to you? No If you are seeking protection for other family or household members, check the
	Check here if there are additional persons. List them on an attached she Additional Protected Persons" as a title. You may use form MC-025, A Expiration Date	box and list the <i>eet of paper and w</i> information for the
(4)	This Order, except for any award of lawyer's fees, expires at The Court will complete part 4, and t	he rest
4	Time: of the form. If no expiration date is written here, this Order expires three years from the This is a Court Order.	date of issuance.
Judicial Rev.Ja Code of	If no expiration date is written here, this Order expires three years from the	



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Civil Harassment Restraining Order after Hearing (CH-130) (page 1)