



# Judicial Council of California

455 Golden Gate Avenue · San Francisco, California 94102-3688

[www.courts.ca.gov/policyadmin-invitationstocomment.htm](http://www.courts.ca.gov/policyadmin-invitationstocomment.htm)

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## INVITATION TO COMMENT

### SPR23-26

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**Title**

Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances

**Action Requested**

Review and submit comments by May 12, 2023

**Proposed Effective Date**

January 1, 2024

**Proposed Rules, Forms, Standards, or Statutes**

Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001

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**Proposed by**

Civil and Small Claims Advisory Committee  
Hon. Tamara L. Wood, Chair  
Family and Juvenile Law Advisory Committee  
Hon. Stephanie E. Hulseley, Cochair  
Hon. Amy M. Pellman, Cochair

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### Executive Summary and Origin

Together, the Civil and Small Claims Advisory Committee and the Family and Juvenile Law Advisory Committee recommend revising form CLETS-001 to make needed updates and adopting new forms to be used when a request to renew has been filed in a protective order proceeding and the court or a party wishes to continue a hearing.

### Background

Revisions are needed to form CLETS-001, a mandatory form that must be submitted with any request for restraining order, including a gun violence restraining order.<sup>1</sup> The current format assumes that there is a person to be protected in the case. However, in gun violence proceedings,

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<sup>1</sup> Cal. Rules of Court, rule 1.51.

*This proposal has not been approved by the Judicial Council and is not intended to represent the views of the council, its Rules Committee, or its Legislation Committee. It is circulated for comment purposes only.*

there is no individual protected party. Therefore, revisions are needed to ensure that applicants for gun violence restraining orders can successfully complete the form. Other changes are also recommended and described below.

In addition, currently, there are no forms to request or order to continue (reschedule) a hearing on a request to renew a restraining order. The Family and Juvenile Law Advisory Committee has received comments on other proposals that continuance forms would be helpful, as the existing continuance forms (e.g., forms DV-115 and DV-116) are not designed for renewal proceedings. The committees agree that continuance forms would be helpful, and would be especially important if the order for continuance extends the restraining order after hearing, as the new expiration would need to be entered into the California Law Enforcement Telecommunications System (CLETS).

## **The Proposal**

### **Form CLETS-001**

Form CLETS-001 is a confidential form that is turned into the court but does not become part of the court file. The purpose of this form is to provide additional information that could be helpful if law enforcement is called on to enforce the protective order. The committees recommend a number of changes to this form.

First, the form has been reorganized to include information about the proposed restrained party first, including the current item about possession of firearms, allowing applicants of gun violence restraining orders to skip the remaining items about protected parties that do not apply to their case. Second, all references to gender now include a nonbinary option, consistent with the request and order forms. Third, the committees recommend removing the protected party's address in response to safety concerns raised by advocates. Fourth, several changes are made in response to user-testing results, including retitling the form, revising the instructions at the top of the form to provide a clearer explanation of what the form will be used for, and having the court note the date the form is received rather than having the petitioner indicate whether the form is the initial or an amended version. Finally, the committee recommends removing information that is unlikely to be helpful in enforcing an order (e.g., a protected person's vehicle and license plate number and a restrained person's employer or occupation) or is already included on the restraining order (e.g., a restrained person's address). The committee will also seek feedback on these recommendations from the California Department of Justice, the entity responsible for maintaining the protective order registry within CLETS.

### **Continuance forms for request to renew restraining order**

The committees recommend adopting a request to continue form and an order for continuance form for each of the CH (civil harassment), DV (domestic violence), GV (gun violence), EA (elder abuse), SV (private post-secondary school violence), and WV (workplace violence) form sets, to be used when a request to renew a restraining order has been filed with the court. The

*Request to Reschedule Hearing to Renew Restraining Order* (forms 715) could be used by either party to ask the court to continue a hearing. The *Order to Reschedule Hearing to Renew Restraining Order* (forms 716) would be used by the court to indicate its decision on a request to continue hearing or to continue a hearing on its own motion. That form, like the order to reschedule the original hearing on a restraining order petition, includes a warning that the current restraining order remains in effect through the continuance and an item for the court to use to inform the party what type of service, if any, is required. Because other changes relevant only to the DV and GV form sets are recommended in other proposals, the proposed DV and GV forms 715 and 716 are included with those proposals rather than this proposal, but are substantially similar to the forms included in this proposal.<sup>2</sup>

### **Alternatives Considered**

For the new continuance forms for renewal proceedings, the committee considered revising the existing request and order (115 and 116 forms). However, the committee rejected this approach as some of the statutory requirements only apply to continuances of the initial request for restraining order (e.g., a respondent is entitled to one continuance, for a reasonable period of time, to respond to the initial petition). Creating a form that would work for both the initial request for restraining order and for a renewal would make the forms more complicated. Instead, the committees decided that a separate continuance form set for renewals would be more user-friendly.

The committees also considered whether to adopt a new information form, similar to forms CH-115-INFO and DV-115-INFO. The committees decided against a separate information form at this time and instead included more instruction on form 715, under “Your Next Steps.”

### **Fiscal and Operational Impacts**

The committees anticipate that this proposal would require courts to train court staff and judicial officers on the newly adopted and revised forms. Courts will also incur costs to incorporate the new and revised forms into the paper or electronic processes.

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<sup>2</sup> Those proposals, “Protective Orders: Revisions to Gun Violence Restraining Order Forms (SPR23-28)” and “Domestic Violence: Form Changes to Implement New Laws (SPR23-29),” can be found at <https://www.courts.ca.gov/policyadmin-invitationstocomment.htm>.

### **Request for Specific Comments**

In addition to comments on the proposal as a whole, the advisory committees are interested in comments on the following:

- Does the proposal appropriately address the stated purpose relating to the CLETS form?
- Does the proposal approximately address the stated purpose relating to the continuance forms?

The advisory committees also seek comments from *courts* on the following cost and implementation matters:

- Would the proposal provide cost savings? If so, please quantify.
- What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?
- Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?
- How well would this proposal work in courts of different sizes?

### **Attachments and Links**

1. Forms CLETS-001, CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716, at pages 5–25

# 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. Information you give on this form will be entered into a database that law enforcement have access to, called CLETS. If information changes later, 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:** \_\_\_\_\_

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

Date received by court: \_\_\_\_\_

## 1 Person You Want a Restraining Order Against

**\*Name:** \_\_\_\_\_

Other names used: \_\_\_\_\_

Describe any marks, scars, or tattoos: \_\_\_\_\_

Telephone: \_\_\_\_\_ Driver's license (number and state): \_\_\_\_\_

Vehicle (type, model, year, license plate number): \_\_\_\_\_

Social security number: \_\_\_\_\_

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

No  I don't know

Yes (If yes, give any information you have below. For example, list the type, amount, or location, if known.)

\_\_\_\_\_

Does the person speak English?  Yes  I don't know  No (list language): \_\_\_\_\_

(Skip 2 and 3 if you are asking for a gun violence restraining order (form GV-100).)

## 2 Your information

**\*Name:** \_\_\_\_\_

**\*Age:** \_\_\_\_\_ Date of Birth (month, day, year): \_\_\_\_\_ **\*Gender:**  M  F  X (nonbinary)

Race: \_\_\_\_\_ Telephone: \_\_\_\_\_

Do you speak English?  Yes  No (list language): \_\_\_\_\_

## 3 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 and write "Item 3" at the top and attach it to this form.

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

Clerk stamps date here when form is filed.

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1)  Protected party (*skip to 2*).(2)  Restrained party (*give your contact information below*).**Address where I can receive mail:**

This address will be used by the court and by the other party 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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information (optional)**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information (skip if you do not have one)**

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a.  I need more time to have the restrained party served.
- b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4 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*

**5 Lawyer's signature (if you have one)**

Date: \_\_\_\_\_

\_\_\_\_\_  
*Lawyer's name*

▶ \_\_\_\_\_  
*Lawyer's signature*

**Your Next Steps**

- Complete form CH-716, *Order to Reschedule Hearing to Renew Restraining Orders* (only items 1 and 2)
- File forms CH-715 and CH-716 with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form CH-716, item **5**. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/CH-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form CH-710).

*Clerk stamps date here when form is filed.*

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*(Complete ① and ② only. The court will complete the rest of this form.)*

① **Protected Party:** \_\_\_\_\_

② **Restrained Party:** \_\_\_\_\_

③ **Next Court Date**

a.  **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The Restraining Order After Hearing (CH-130) granted in this case stays in full force and effect until the next court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b.  **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect. See ④–⑦ for more information.

Name and address of court, if different from above:

**New Court Date** → Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_  
\_\_\_\_\_

**Warning and Notice to the Restrained Party:**  
You must obey the restraining order until it expires.

**This is a Court Order.**





**4 Reason Court Date Is Rescheduled**

a.  The protected party has not served the restrained party.

b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a.  **Protected party**

b.  **Restrained party**

c.  **Court**

(1)  You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  You do not have to serve the protected party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  Further notice is not required.

(2)  You must have the restrained party personally served with a copy of all the forms listed on form CH-710, item 4 by (date): \_\_\_\_\_

(2)  You must have the protected party personally served with a copy of this order by (date): \_\_\_\_\_

(2)  The court will mail a copy of this order to all parties by (date): \_\_\_\_\_

(3)  You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  You must have the protected party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



6 No Fee to Serve (Notify) Restrained Person  Ordered  Not Ordered

The sheriff or marshal will serve this order for free because:

- a.  The order is based on unlawful violence, a credible threat of violence, or stalking.
- b.  The person in 1 is entitled to a fee waiver.

7  Other Orders

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Date: \_\_\_\_\_

\_\_\_\_\_  
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.htm](http://www.courts.ca.gov/forms.htm) for *Disability Accommodation Request (form MC-410)*. (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form CH-716) is a true and correct copy of the original on file in the court.

[seal]

Date: \_\_\_\_\_ Clerk, by: \_\_\_\_\_, Deputy

**This is a Court Order.**

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL*Fill in court name and street address:*

Superior Court of California, County of

*Fill in case number:*

Case Number:

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1)  Protected party (*skip to 2*).(2)  Person asking for protection for the protected party*(name of elder or dependent adult):* \_\_\_\_\_*(skip to 2).*(3)  Restrained party (*give your contact information below*).**Address where I can receive mail:**

This address will be used by the court and by the other party 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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information** (*optional*)

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information** (*skip if you do not have one*)

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a.  I need more time to have the restrained party served.
- b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4 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*

**5 Lawyer's signature (if you have one)**

Date: \_\_\_\_\_

\_\_\_\_\_  
*Lawyer's name*



\_\_\_\_\_  
*Lawyer's signature*

**Your Next Steps**

- Complete form EA-716, *Order to Reschedule Hearing to Renew Restraining Orders* (only items 1 and 2)
- File forms EA-715 and EA-716 with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form EA-716, item **5**. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/EA-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form EA-710).

*Clerk stamps date here when form is filed.*

DRAFT

1/26/2023

**NOT APPROVED BY THE  
JUDICIAL COUNCIL**

*(Complete ① and ② only. The court will complete the rest of this form.)*

① **Protected Party:** \_\_\_\_\_

② **Restrained Party:** \_\_\_\_\_

③ **Next Court Date**

a.  **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The Restraining Order After Hearing (EA-130) granted in this case stays in full force and effect until the next court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b.  **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect. See ④–⑦ for more information.

Name and address of court, if different from above:

**New Court Date** → Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_  
\_\_\_\_\_

**Warning and Notice to the Restrained Party:**  
You must obey the restraining order until it expires.

**This is a Court Order.**



**4 Reason Court Date Is Rescheduled**

a.  The protected party has not served the restrained party.

b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a.  **Protected party**

b.  **Restrained party**

c.  **Court**

(1)  You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  You do not have to serve the protected party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  Further notice is not required.

(2)  You must have the restrained party personally served with a copy of all the forms listed on form EA-710, item **4** by (date): \_\_\_\_\_

(2)  You must have the protected party personally served with a copy of this order by (date): \_\_\_\_\_

(2)  The court will mail a copy of this order to all parties by (date): \_\_\_\_\_

(3)  You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  You must have the protected party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  Other: \_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**6 No Fee to Serve (Notify) Restrained Person**     **Ordered**     **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a.  The order is based on unlawful violence, a credible threat of violence, or stalking.
- b.  The person in ① is entitled to a fee waiver.

**7**  **Other Orders**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
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.htm](http://www.courts.ca.gov/forms.htm) for *Disability Accommodation Request (form MC-410)*. (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form EA-716) is a true and correct copy of the original on file in the court.

[seal]

Date: \_\_\_\_\_ Clerk, by: \_\_\_\_\_, Deputy

**This is a Court Order.**

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL*Fill in court name and street address:*

Superior Court of California, County of

*Fill in case number:*

Case Number:

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1)  **Petitioner** (educational institution officer or employee)  
(*skip to 2*).(2)  **Restrained Party** (*give your contact information below*).**Address where I can receive mail:**

This address will be used by the court and by the other party 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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information** (*optional*)

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information** (*skip if you do not have one*)

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**



**3 Why does your court date need to be rescheduled?**

- a.  I need more time to have the restrained party served.
- b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4 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*

**5 Lawyer's signature (if you have one)**

Date: \_\_\_\_\_

\_\_\_\_\_  
*Lawyer's name*



\_\_\_\_\_  
*Lawyer's signature*

**Your Next Steps**

- Complete form SV-716, *Order to Reschedule Hearing to Renew Restraining Orders* (only items 1 and 2)
- File forms SV-715 and SV-716 with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form SV-716, item **5**. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/SV-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form SV-710).

*Clerk stamps date here when form is filed.*

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

*(Complete ① and ② only. The court will complete the rest of this form.)*

① **Petitioner (Educational Institutional Officer or Employee):**

\_\_\_\_\_

② **Restrained Party:**

\_\_\_\_\_

*Fill in court name and street address:*

**Superior Court of California, County of**

③ **Next Court Date**

a.  **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The Restraining Order After Hearing (SV-130) granted in this case stays in full force and effect until the next court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Fill in case number:*

**Case Number:**

\_\_\_\_\_

b.  **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect. See ④–⑦ for more information.

Name and address of court, if different from above:

**New Court Date**

→ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Dept.: \_\_\_\_\_ Room: \_\_\_\_\_

\_\_\_\_\_

**Warning and Notice to the Restrained Party:**  
You must obey the restraining order until it expires.

**This is a Court Order.**



**4 Reason Court Date Is Rescheduled**

a.  The petitioner has not served the restrained party.

b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a.  **Petitioner**

b.  **Restrained party**

c.  **Court**

(1)  You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  You do not have to serve the petitioner because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  Further notice is not required.

(2)  You must have the restrained party personally served with a copy of all the forms listed on form SV-710, item **4** by (date): \_\_\_\_\_

(2)  You must have the petitioner personally served with a copy of this order by (date): \_\_\_\_\_

(2)  The court will mail a copy of this order to all parties by (date): \_\_\_\_\_

(3)  You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  You must have the petitioner served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**6**  **No Fee to Serve (Notify) Restrained Person**     **Ordered**     **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a.  The order is based on unlawful violence, a credible threat of violence, or stalking.
- b.  The person in **1** is entitled to a fee waiver.

**7**  **Other Orders**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
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.htm](http://www.courts.ca.gov/forms.htm) for *Disability Accommodation Request (form MC-410)*. (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form SV-716) is a true and correct copy of the original on file in the court.

[seal]

Date: \_\_\_\_\_ Clerk, by: \_\_\_\_\_, Deputy

**This is a Court Order.**

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1)  **Petitioner** (employer) (*skip to 2*).(2)  **Restrained Party** (*give your contact information below*).**Address where I can receive mail:**

This address will be used by the court and by the other party 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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information** (*optional*)

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information** (*skip if you do not have one*)

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a.  I need more time to have the restrained party served.
- b.  Other reason:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4 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*

**5 Lawyer's signature (if you have one)**

Date: \_\_\_\_\_

\_\_\_\_\_

*Lawyer's name*



\_\_\_\_\_

*Lawyer's signature*

**Your Next Steps**

- Complete form WV-716, *Order to Reschedule Hearing to Renew Restraining Orders* (only items 1 and 2)
- File forms WV-715 and WV-716 with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form WV-716, item **5**. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/WV-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form WV-710).

*Clerk stamps date here when form is filed.*

DRAFT

2/28/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

*(Complete ① and ② only. The court will complete the rest of this form.)*

① **Petitioner (Employer):** \_\_\_\_\_

② **Restrained Party:** \_\_\_\_\_

③ **Next Court Date**

a.  **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The Restraining Order After Hearing (WV-130) granted in this case stays in full force and effect until the next court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b.  **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect. See ④–⑦ for more information.

Name and address of court, if different from above:

**New Court Date** → Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_  
\_\_\_\_\_

**Warning and Notice to the Restrained Party:**  
You must obey the restraining order until it expires.

**This is a Court Order.**



**4 Reason Court Date Is Rescheduled**

a.  The petitioner has not served the restrained party.

b.  Other reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a.  **Petitioner**

b.  **Restrained party**

c.  **Court**

(1)  You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  You do not have to serve the petitioner because they or their lawyer were at the court date or agreed to reschedule the court date.

(1)  Further notice is not required.

(2)  You must have the restrained party personally served with a copy of all the forms listed on form WV-710, item 4 by (date): \_\_\_\_\_

(2)  You must have the petitioner personally served with a copy of this order by (date): \_\_\_\_\_

(2)  The court will mail a copy of this order to all parties by (date): \_\_\_\_\_

(3)  You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  You must have the petitioner served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(3)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4)  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**





**6 No Fee to Serve (Notify) Restrained Person**     **Ordered**     **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a.  The order is based on unlawful violence, a credible threat of violence, or stalking.
- b.  The person in ① is entitled to a fee waiver.

**7**  **Other Orders**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
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.htm](http://www.courts.ca.gov/forms.htm) for *Disability Accommodation Request (form MC-410)*. (Civ. Code, § 54.8.)

**Instructions to Clerk**

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**—Clerk's Certificate—**

Clerk’s Certificate

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form WV-716) is a true and correct copy of the original on file in the court.

[seal]

Date: \_\_\_\_\_ Clerk, by: \_\_\_\_\_, Deputy

**This is a Court Order.**