

# Workplace Violence Temporary Restraining Order (TRO)

## Request for Order, Proof of Service, Order After Hearing

# C1

### FORMS INCLUDED IN THIS PACKET:

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|------------------|--|
| 1. SHLA-local    | SHLA Center Flyer  |
| 2. MMC-120-local | Ex Parte Hearing Notice Information                                    |
| 3. MMC-121-local | Declaration re: Notice Upon Ex Parte Application for Orders            |
| 4. MMC-110-local | Request for Interpreter  |
| 5. WV-100-INFO   | How Do I Get an Order to Prohibit Workplace Violence?                  |
| 6. WV-100        | Petition for Workplace Restraining Orders                              |
| 7. CLETS-001     | Confidential CLETS Information   |
| 8. WV-109        | Notice of Court Hearing  |
| 9. WV-110        | Temporary Restraining Order  |
| 10. WV-200-INFO  | What is "Proof of Personal Service"?                                   |
| 11. WV-200       | Proof of Personal Service  |
| 12. WV-130       | Workplace Violence Restraining Order After Hearing                     |
| 13. WV-200       | Proof of Personal Service ( <i>extra for Order After Hearing</i> )     |
| 14. WV-260       | Proof of Service of Order After Hearing by Mail                        |
| 15. MCSO Service | Mendocino County Sheriff's Civil Department – TRO Service Instructions |

Additional forms can be obtained from the Superior Court Clerk's Office, the Self-Help Legal Access Center in the Ukiah courthouse, the Court's website, or at [www.courts.ca.gov](http://www.courts.ca.gov).

**Packet Fee: \$1.50**

**Filing Fee: \$435.00** (*Fee Waiver packet available upon request*)

No Filing Fee required if the restrained person has used or threatened to use violence against protected person, has stalked the protected person, or has acted or spoken in some other way that makes the protected person reasonably fear violence.

### INSTRUCTIONS:

All paperwork must be **typed or printed neatly (legibly) in black ink.**

**Prepare one (1) original and two (2) copies of the WV-100 form** for filing with the Clerk's Office.

If your TRO is granted, pickup three (3) certified copies of your paperwork and Workplace Violence Packet #C2 from the Clerk's Office for service.

**For Service by Sheriff's Department, contact the Mendocino County Sheriff's Department at:**

**Ukiah:** 589A Low Gap Road, Ukiah, CA 95482 (707) 463-4411 Monday-Friday, 8:00am-5:00pm

**Fort Bragg:** 700 S Franklin St., Suite 110, Fort Bragg, CA 95437 (707) 964-6308 Monday-Thursday 8:00am-5:00pm

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**Court Clerk's Office Hours of Operation: 8:30am-3:00pm Monday-Friday**

Ukiah: 100 North State Street, Room 107 Ukiah, CA 95482 (707) 468-2003  
 Ten Mile: 700 South Franklin Street, Room 144 Fort Bragg, CA 95437 (707) 964-3192

[www.mendocino.courts.ca.gov](http://www.mendocino.courts.ca.gov)