

Workplace Violence Temporary Restraining Order (TRO)

Request for Order, Proof of Service, Order After Hearing

C1

FORMS INCLUDED IN THIS PACKET (you may not need all these forms):

	FORM NUMBER	FORM NAME / DESCRIPTION	
1)	WV-100-INFO	How Do I Get an Order to Prohibit Workplace Violence?	
2)	MMC-120-local	Civil and Family Law <i>Ex Parte</i> Request Information	
3)	MMC-121-local	Declaration re: Notice upon Ex Parte Application for Orders	★ Mandatory Form ★
4)	MMC-110-local	Request for Interpreter	
5)	CLETS-001	Confidential CLETS Information	★ Mandatory Form ★
6)	WV-100	Request for Workplace Violence Restraining Orders	★ Mandatory Form ★
7)	WV-109	Notice of Court Hearing	★ Mandatory Form ★
8)	WV-110	Temporary Restraining Order	★ Mandatory Form ★
9)	WV-130	Workplace Violence Restraining Order After Hearing	★ Mandatory Form ★
10)	WV-200-INFO	What is "Proof of Personal Service"?	
11)	WV-200	Proof of Personal Service	
12)	WV-260	Proof of Service of Order After Hearing by Mail	
13)	SER-001	Request for Sheriff to Serve Court Papers	

You can get additional forms from the Superior Court Clerk's Office in either the Ukiah courthouse or the Fort Bragg Justice Center, the Self-Help Center in the Ukiah courthouse, on the court's website at www.mendocino.courts.ca.gov, or from the Judicial Council's website at www.courts.ca.gov.

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

A Filing Fee is not required if the restrained person has used, or threatened to use, violence against the 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: Print or type all paperwork neatly (legibly) in black or blue ink.

- Fill out and sign **one (1) original** of the WV-100 form.
- Fill out **one (1) original** of each of the following forms: CLETS-001, WV-109, WV-110, and WV-130.
- **DO NOT STAPLE the forms**, instead paperclip the individual forms (with any attachments clipped the related form) and turn the forms into the Clerk's Office. The clerk will process the forms, scan them, and return them to you.

****After the ex parte decision on your request for a Temporary Restraining Order, pick up 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:

<u>Ukiah:</u>	589A Low Gap Road, Ukiah, CA 95482	(707) 463-4411	Monday-Friday, 8am-5pm
<u>Fort Bragg:</u>	700 S Franklin St., Suite 110, Fort Bragg, CA 95437	(707) 964-6308	Monday-Thursday, 8am-5pm

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

Ukiah Courthouse, 100 North State Street, Room 107, Ukiah, CA 95482 ★ (707) 468-2001
 Ten Mile Justice Center, 700 South Franklin Street, Fort Bragg, CA 95437 ★ (707) 964-3192