

# DOMESTIC VIOLENCE RESTRAINING ORDER: EMERGENCY REQUEST FOR MODIFICATION

## SELF-HELP FORM PACKET



SHC-DV-13 (Rev. 01/01/2025)

Self-Help Services can review your completed forms before you file them with the Court. To request review of your completed forms:

1. Complete the attached forms in black ink.
2. Scan your completed forms and save as a single PDF file.
3. Go to [www.occourts.org/self-help](http://www.occourts.org/self-help) (click the button labeled *Contact Self-Help Services*), attach the PDF, and complete the online request form. Make sure to select FAMILY LAW as the case type on the form.

**Who can make a request?**

The protected person or the restrained person can ask the judge to change or end the restraining order. Other people protected by the restraining order (listed on form DV-130, item 3, or JV-255, item 3) cannot ask to change or end the order.

**How do I ask to change or end a domestic violence restraining order?**

You will need to complete court papers and file them with the court. After you file your court papers, you will get a court date and have the other party served. You must attend your court date for the judge to decide whether to grant your request. See page 3 for step-by-step instructions.

**What if I want to renew my restraining order?**

If you are the protected person, you can ask the court to renew your restraining order. You must make your request before your restraining order expires. For information on how to renew your restraining order, read form [DV-700-INFO](#), *How Do I Ask the Court to Renew My Restraining Order?*

**What if my restraining order has expired?**

If the Restraining Order After Hearing (form DV-130, DV-730, or JV-255) has expired, do not follow the steps on page 3.

- If you need another restraining order, you will need to make a new request. Read form [DV-505-INFO](#), *How to Ask for a Domestic Violence Restraining Order*.
- If the restraining order included child custody, visitation (parenting time), child support, spousal support, support for a domestic partner, or property orders, these orders remain in effect and can be changed by a judge. For information on how to ask to change these orders, read form [FL-300-INFO](#), *Information Sheet for Request for Order*.

**Is there a court fee?**

No. There is no court fee.

**How do I end or change a temporary restraining order?**

If you have a temporary restraining order (form DV-110 or DV-116) and you want to change or end the order, a lawyer or the court's self-help center may be able to help you. Do not use this process to change or end a temporary restraining order.

**What if I want to change or end a juvenile restraining order?**

If you have a restraining order based on domestic violence that was granted by a juvenile dependency court (form JV-255), and the juvenile case has been closed (dismissed), follow the steps on page 3 to ask to change or end the juvenile restraining order.

- If your juvenile case is still open, talk to your lawyer about how to change or end the restraining order.
- If you have a juvenile restraining order that was granted in a juvenile justice (delinquency) case (form JV-265), ask your lawyer or the prosecutor about how to change or end the restraining order.

**What if I want the judge to grant an order that was not included in the Restraining Order After Hearing?**

The judge may be able to grant the order if it is needed for more protection. Follow the steps on page 3 to make the request. You will need to describe the orders you want and explain why they are needed.

**When will my restraining order change or end?**

Only the court has the power to change or end the restraining order. The restraining order remains in effect and must be followed until a judge changes or ends the order.



**What orders can I ask to change or end?**

You can ask to change or end any order granted in a Restraining Order After Hearing, except for orders related to firearms, ammunition, or body armor. The judge cannot remove the restriction on having firearms, ammunition, or body armor. If you need to carry a firearm for your job, the judge may grant you a limited exception but there are strict requirements. Ask a lawyer or your court self-help center for more information.

**What if I want to change child custody orders?**

- If child custody orders were made through your restraining order, you can use this process to change these orders. Follow the steps on page 3.
- If custody or visitation orders were made in a separate family law case, do not follow the steps on page 3 of this form; read form [FL-300-INFO](#), *Information Sheet for Request for Order*.

Note that a special law applies to child custody orders when there has been domestic violence. For more information, go to [www.selfhelp.courts.ca.gov/domestic-violence-child-custody](http://www.selfhelp.courts.ca.gov/domestic-violence-child-custody).

**If I ask to end the restraining order, what will happen to the child custody, visitation, support, or property orders?**

If a judge ends the restraining order, any child custody, visitation (parenting time), child support, spousal support, support for a domestic partner, or property orders will remain in effect, unless the court also changes or ends those orders.

**Where can I find a self-help center?**

Free legal help is available at your court's self-help center. Find your local court's self-help center at [www.selfhelp.courts.ca.gov/find](http://www.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.

**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.

**What if I have a disability and need an accommodation?**

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

**Where can I find other help?**

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 [www.thehotline.org](http://www.thehotline.org) or call 1-800-799-7233 or 1-800-787-3224 (TTY).

**Confidential Address Program**

If you are a victim of domestic violence or live with a victim of domestic violence, there is a special program called Safe at Home that you can apply for. It is a free program that can help you keep your address private. To learn more about the program, go to [www.sos.ca.gov/registries/safe-home](http://www.sos.ca.gov/registries/safe-home). Note that it may take several weeks to be approved.



## Steps to make a request

### ① Complete court forms:

- Form DV-300 *Request to Change or End Restraining Order*; and
- Form DV-310, *Notice of Court Hearing and Temporary Order to Change or End Restraining Order* (items 1 and 2 only).
- If you are asking to change child custody and visitation orders, you must complete form DV-305 *Request to Change Child Custody and Visitation Orders*.

### ② File forms with court

File all forms with the court clerk. Make sure you include a copy of your current Restraining Order After Hearing with form DV-300. You can file in person or electronically. For more information on how or where to file, go to the court's website. To find the the court's website, go to [www.selfhelp.courts.ca.gov/find](http://www.selfhelp.courts.ca.gov/find).

### ③ Get your papers back from the court

Once you get your papers back from the court, you will have a court date (see form DV-310). If you asked for any temporary orders, look at form DV-310 to see if the judge granted or denied that request. Make sure you get at least two copies back: one for you and one to have served on the other party. If you filed your papers electronically, the court will give the papers back to you electronically, unless you asked to pick them up or receive them by mail.

### ④ Have the other party served with papers

- **If you are the restrained person**, you must have the protected person personally served. This means you must have an adult personally give a copy of all the court papers (listed on form DV-310, item 4c) to the protected person. 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. If you cannot have the protected person personally served, contact a lawyer or self-help center for other options.
- **If you are the protected person**, you can serve the restrained person by mail. This means you must have an adult mail a copy of all the court papers (listed on form DV-310, item 4c) to the restrained party. It cannot be you or anyone listed on the restraining order. Your server must then complete a proof of service (form DV-250). Make a copy of the completed form DV-250 and file it with the court.

If you can't serve the other side before your court hearing, you will need to ask the judge to reschedule your court hearing. Fill out and file forms DV-315 and DV-316. 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-316 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-310 or DV-316) if you still want to move forward with your request.

### ⑤ Get ready for and attend your court hearing

At your court hearing, the judge will decide whether to grant your request to change or end the restraining order. 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.

Clerk stamps date here when form is filed.

**Instructions**

Use this form to ask a judge to change or end a domestic violence restraining order (form DV-130) that is still in effect (not expired). You can also use this form to ask to change or end a juvenile restraining order (form JV-255) based on domestic violence, if the juvenile case has been closed. For more information on this process, read form DV-300-INFO, *How Do I Ask to Change or End a Domestic Violence Restraining Order?* Do not use this form to ask to change or end orders made in a separate family law case (a case with a different case number than your restraining order). For more information, read form FL-300-INFO, *Information Sheet for Request for Order*.

Fill in court name and street address:

**Superior Court of California, County of Orange**  
341 The City Drive South  
Orange, CA 92868  
Lamoreaux Justice Center

Fill in case number:

**Case Number:**

**1 Your Information**

- a. Name: \_\_\_\_\_
- b. Who are you in this case? (Check one):  
 Protected person     Restrained person
- c. Is this your first request to change or end the restraining order?  
 Yes     No (How many times have you made a request?): \_\_\_\_\_

- d. **!** Address where you can receive court papers  
 (This address will be used by the court and the other party to send you official court dates, orders, and papers. 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: \_\_\_\_\_

- e. **!** Your contact information (optional)  
 (The court could use this information to contact you. If you don't want the other party 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: \_\_\_\_\_ Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

- f. Your lawyer's information (if you 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 current order expires on (date): \_\_\_\_\_  
 (Attach a copy of the current restraining order (form DV-130, DV-330, DV-730, or JV-255).)

**This is not a Court Order.**





**3** b. (3) **Do you want to add people to, or remove people from, the restraining order?**  
(listed on form DV-130, item **3**, or JV-255, item **3**)

- No
- Yes (complete section below)

<u>Full name</u>	<u>Age</u>	<u>Relationship to you</u>	<u>Lives with you?</u>	<u>Request to:</u>
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Add <input type="checkbox"/> Remove
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Add <input type="checkbox"/> Remove
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Add <input type="checkbox"/> Remove
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Add <input type="checkbox"/> Remove

Check this box if you need to list more people. Use a separate piece of paper and write "DV-300, Other Protected people" at the top. Turn it in with this form.

Explain why the people listed above should be added or removed.

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**(4) Do you want the judge to change the restraining order immediately?**

(Usually, a judge makes a decision at a court hearing, when both sides have a chance to speak and give evidence. In some situations, a judge may make orders immediately (1) if you are the protected party and temporary orders are needed for more protection, (2) to prevent immediate harm to a child in this case, or (3) if there is an immediate risk that a child in this case will be taken out of California. If you are the restrained party, the judge cannot end or change the restraining order before the protected party has been properly served with this request and there has been a court hearing on your request.)

- No.
- Yes. (If yes, complete section below.)

Describe the orders you are asking the judge to make immediately.

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Explain why you need orders immediately.

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**This is not a Court Order.**





**8 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***9 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-310, Notice of Court Hearing and Temporary Order to Change or End Restraining Order](#).
- File this form and form DV-310 with the court clerk. **You must do this before your restraining order expires.**
- Once you get your forms back from the court, follow the judge's orders on how to serve the other side (look at form DV-310, item 5). Have an adult (not you or anyone protected by the restraining order) serve the other side with a copy of your forms. You can also ask the sheriff to personally serve the papers, and they will do this for free. See form SER-001, *Request for Sheriff to Serve Court Papers*. Learn more about service at [www.selfhelp.courts.ca.gov/DV-restraining-order/change-end/serve-request](http://www.selfhelp.courts.ca.gov/DV-restraining-order/change-end/serve-request).
- After the other side has been served, have the person who served your papers complete a form and file the completed form with the court:
  - If the papers were personally served, have your server complete form [DV-200, Proof of Personal Service](#).
  - If the papers were served by mail, have your server complete form [DV-250, Proof of Service by Mail](#).
- If you are asking to change child support or spousal support, you must also complete form [FL-150, Income and Expense Declaration](#). If you are only asking for child support, you may be eligible to fill out a simpler form, [FL-155, Financial Statement \(Simplified\)](#). Read form [DV-570](#) to see if you are eligible. Before your court date, turn in your completed form to the court and serve a copy on the other party.

**This is not a Court Order.**

Case Number: \_\_\_\_\_

(Use this form to ask the judge to change child custody or visitation orders that were made through a domestic violence restraining order.)

This form is attached to form DV-300.

**1 Protected Party**

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

Relationship to children:  Parent  Legal Guardian  Other (describe): \_\_\_\_\_

**2 Restrained Party**

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

Relationship to children:  Parent  Legal Guardian  Other (describe): \_\_\_\_\_

**3 Children Under 18 Years Old (list from oldest to youngest)**

- a. Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_
- b. Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_
- c. Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_
- d. Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

(Check here if you need more space. Write "DV-305, Children" at the top and attach it to this form.)

**4 City and State Where Children Lived**

a. Have all the children listed in 3 lived together for the last five years?

- Yes (If yes, complete b, below.)
- No (If no, complete form DV-105(A). Do not complete the section below.)

b. List where the children have lived for the last five years. Start with their current location.

<u>Dates (month/year)</u>	<u>City and state</u> <i>(include tribal land, if applies)</i>	<u>Children lived with (check all that apply):</u>		
		<u>Person</u> <u>in 1</u>	<u>Person</u> <u>in 2</u>	<u>Other (relationship to</u> <u>child)</u>
From: _____ To present	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
	<input type="checkbox"/> Check here if this address is private (confidential). List the state only.			
From: _____ Until: _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
From: _____ Until: _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
From: _____ Until: _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
From: _____ Until: _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
From: _____ Until: _____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

**This is not a Court Order.**



**5 History of Court Cases Involving Your Children**

a. Do you know about any other case involving any child listed in ③?

- No
- Yes *(If yes, complete section below.)*

(Check all that apply. List where it was filed (city, state, or tribe), year it was filed, and case number, if known.)

- Custody \_\_\_\_\_
- Divorce \_\_\_\_\_
- Juvenile court *(child welfare, juvenile justice)* \_\_\_\_\_
- Guardianship \_\_\_\_\_
- Criminal \_\_\_\_\_
- Other *(example: child support case)* \_\_\_\_\_

b. If there is another parent or legal guardian besides the persons in ① and ②, list their information below.

Name: \_\_\_\_\_  Parent  Legal Guardian

**6 Request to Change Orders**

I ask the judge to change or end some of the child custody or visitation orders.  
*(Check all the orders that you want the judge to make.)*

a.  No Travel With Children Without Permission

- (1)  End this order
- (2)  Change this order *(explain how you want it changed):*

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

b.  Stop Access to Children’s School, Health, or Other Information

- (1)  End this order
- (2)  Change this order *(explain how you want it changed):*

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

**This is not a Court Order.**



6 c.  Order to Prevent Child Abduction (any order made on form DV-145)

(1)  End this order

(2)  Change this order (*explain how you want it changed*):

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

d.  Child Custody

(There are two types of custody: legal and physical. A person with legal custody makes decisions about the child's health, education, and welfare. A person with physical custody lives with the child regularly. For both types of custody, parents can share custody (joint) or one parent can have full custody (sole). Complete the section below if you want the judge to change child custody orders.)

I ask the judge to change custody orders to (*check the orders that you want the judge to make*):

Legal custody (*check one*):

- Sole to person in 1
 Sole to person in 2
 Jointly (shared) by persons in 1 and 2
 Other (describe):

Physical custody (*check one*):

- Sole to person in 1
 Sole to person in 2
 Jointly (shared) by persons in 1 and 2
 Other (describe):

\_\_\_\_\_

e.  Visitation (Parenting Time) Order

I ask the judge to change the visitation (parenting time) order to (*explain how you want the order changed*):

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

This is not a Court Order.



6 f.  Other Orders

List any orders for child custody or visitation you want to change or end.

- (1) \_\_\_\_\_  End order  Change order\*
- (2) \_\_\_\_\_  End order  Change order\*

\*Explain how you want these orders changed:

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Check here if there is not enough space for your answer. Attach a sheet of paper and write "Attachment 6f, Other Orders" for a title.

7 Reason for Request to Change Child Custody or Visitation Order

Explain why you want the orders changed:

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Check here if there is not enough space for your answer. Attach a sheet of paper and write "Attachment 7, Reason for Request to Change Child Custody or Visitation Order" for a title.

**This is not a Court Order.**

Notice of Court Hearing and Temporary Order to Change or End Restraining Order

Clerk stamps date here when form is filed.

Instructions: The person making the request must complete items 1 and 2. The court will complete the rest of this form.

1 Protected Party

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

2 Restrained Party

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

3 Notice of Hearing

A court hearing is scheduled on the request to change or end a domestic violence restraining order:

Fill in court name and street address:

Superior Court of California, County of Orange
341 The City Drive South
Orange, CA 92868
Lamoreaux Justice Center

Fill in case number:

Case Number:

The current restraining order remains in full force and effect. If the court granted temporary orders in 4 those orders and all nonconflicting orders must be followed until the court hearing below:



Date: \_\_\_\_\_ Time: \_\_\_\_\_
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_

Name and address of court if different from above:

You may attend your court date remotely, such as by phone or videoconference. For more information, go to the court's website for the county listed above. To find the court's website, go to www.courts.ca.gov/find-my-court.htm.

4 Court's Decision on Request for Temporary Orders

a. Denied. Reasons for denial: \_\_\_\_\_

b. Granted.

(1) The temporary orders listed below in b(2) (check all that apply):

- Have been requested by the protected party and are needed to prevent domestic violence.
Are needed to help prevent (1) irreparable harm to a child in this case or (2) a child from being removed from California.

(2) Temporary Orders

The following temporary orders remain in full force and effect until the hearing listed in 3:

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

Temporary orders listed on (give form number or name of attachment): \_\_\_\_\_

This is a Court Order.



**5 Service**

- a.  Protected person  Restrained person must have the other party served with a copy of all the forms listed in 5 d by:
- b. (date of deadline): \_\_\_\_\_
- c. (1)  This order can be served by mail because it is a request by the protected person and does not include temporary orders.  
 (2)  This order must be personally served because it is a request by the restrained person.  
 (3)  This order must be personally served because the court has granted temporary orders.
- d. Forms to serve:
- DV-300, *Request to Change or End Restraining Order*;
  - DV-310, *Notice of Court Hearing and Temporary Order to Change or End Restraining Order* (this form); and
  - DV-320, *Response to Request to Change or End Restraining Order* (leave blank).

**6 No Fee to Serve (Notify) Order**

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 the completed form and a copy of this order to the sheriff.

**7 Attached Pages**

All of the attached pages are part of this order.

- a. Number of pages attached to this three-page form: \_\_\_\_\_
- b. Attachments include forms (check all that apply):  
 DV-140  DV-145  Other: \_\_\_\_\_

**Judge's Signature**

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

\_\_\_\_\_  
*Judge or Judicial Officer*

**This is a Court Order.**



**To Person in ②**

- **Respond in writing (optional):** You can respond in writing by completing form DV-320, Response to Request to Change or End Restraining Order. File the original with the court, and have someone 18 or over—**not you**—mail a copy of it to the other party 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.
- **At the hearing:** Whether or not you respond in writing, attend the hearing if you want the judge to hear from you before making a decision. At the hearing, tell the judge why you agree or disagree with the request. Bring any evidence or witnesses you have.



**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). (Civil Code section 54.8.)

*(Clerk will fill out this part.)*

**Instructions to Clerk:** If the court made temporary orders in ④, 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. You must give up to three free (certified, stamped, and endorsed) copies of this order to the protected party.

*Clerk’s Certificate*  
[seal]

**—Clerk’s Certificate—**

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

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

**This is a Court Order.**



ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name &amp; Address</i> ):  TELEPHONE NO.: E-MAIL ADDRESS (Optional): ATTORNEY FOR ( <i>Name</i> ): _____ BAR NO.: _____	FOR COURT USE ONLY
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE</b> JUSTICE CENTER: <input type="checkbox"/> Central – 700 Civic Center Dr. West, Santa Ana, CA 92701-4045 <input checked="" type="checkbox"/> Lamoreaux – 341 The City Drive South, Orange, CA 92868-3205	
PETITIONER/PROTECTED PARTY:  RESPONDENT/RESTRAINED PARTY:	
<b>DECLARATION RE: NOTICE OF EX-PARTE APPLICATION (FAMILY LAW)</b>	CASE NUMBER:

1. **What is the emergency?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. **What orders are you requesting?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3.  **I informed the other party** in this action, (*list party*): \_\_\_\_\_

on (*date*) \_\_\_\_\_ at (*time*) \_\_\_\_\_ that I would be seeking  a domestic violence temporary restraining order or  ex-parte specified above. I informed the other party that I would file the ex-parte application on (*date*) \_\_\_\_\_ at (*time*) \_\_\_\_\_ at the Lamoreaux Justice Center.

How informed:

- (1) By telephone (*name*): \_\_\_\_\_
- (2) By telephone to the attorney (*name*): \_\_\_\_\_
- (3) By personally informing (*name*): \_\_\_\_\_
- (4) Other: \_\_\_\_\_

4.  **I have not given notice to the other party** in this action for the following reason (Include any attempts made, if you were unable to serve): \_\_\_\_\_

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

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

\_\_\_\_\_  
(SIGNATURE OF DECLARANT)

## INFORMATION SHEET—EX-PARTE MATTERS

### NOTICE REQUIREMENTS

#### **ALL NON-DOMESTIC VIOLENCE RESTRAINING ORDER EX-PARTE APPLICATIONS.**

Notice must be given by telephone or in writing to the self-represented party or to the opposing attorney so that it is received not later than **10:00 a.m.** on **the court day before the ex-parte matter will be presented to the judicial officer.** A party may request the notice be waived by writing a declaration signed under penalty of perjury which explains facts showing good cause not to give the notice. A judicial officer may approve a waiver of notice for good cause.

Ex-parte applications shall be ruled upon on the same day if received by **10:00 a.m.** Submissions after **10:00 a.m.** shall be ruled upon by or on the next court day.

The court will rule on requests that are timely submitted no later than **5:00 p.m.** on the day of the submission. If an email address is provided, the court will send the ruling by email to all parties. Otherwise, rulings will be mailed to the parties.

#### **EX-PARTE APPLICATIONS FOR A DOMESTIC VIOLENCE TEMPORARY RESTRAINING ORDER**

Notice must be given by telephone or in writing to the self-represented party or to the opposing attorney so that it is received not later than **four (4) hours** before the time **the ex-parte matter will be presented to the judicial officer.** A party may request the notice be waived by writing a declaration signed under penalty of perjury which explains facts showing good cause not to give the notice. A judicial officer may approve a waiver of notice for good cause.

Domestic Violence Ex-parte applications shall be ruled upon on the same day if received by **2:00 p.m.** Submissions after **2:00 p.m.** shall be ruled upon by or on the next court day.

#### **ALL EX-PARTE APPLICATIONS**

1. Per Local Rule 700.7, ex-parte requests filed by represented parties must be filed electronically using the court's electronic service providers, unless the court excuses parties from doing so. Self-represented parties may file electronically or in person at the Family Law Clerk's Office located at Lamoreaux Justice Center, 341 The City Drive South, 7th Floor, Orange, CA 92868.
2. Notice of the Ex-parte Application must include:
  - a. A statement of the relief being requested from the court (example: a request to continue the trial; a restraining order is requested)
  - b. A statement that the opposing party is entitled to file an opposition and should appear in court at the time for which notice was provided to file the opposition.

Ex-parte family law discovery motions are governed by Rule 3.1203(a) of the California Rules of Court.

**CONFIDENTIAL**

ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name &amp; Address</i> ):  TELEPHONE NO.: E-MAIL ADDRESS (Optional): ATTORNEY FOR ( <i>Name</i> ): <span style="float: right;">BAR NO.:</span>	<i>FOR COURT USE ONLY</i>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF ORANGE</b> Lamoreaux JUSTICE CENTER: - 341 The City Drive, Orange, CA 92868-3205	
CASE NAME:	
<b>CONFIDENTIAL – PARTY IDENTIFICATION AND NOTICE OF RELATED CASE(S)</b>	CASE NUMBER:

Pursuant to Orange County Local Rules of Court 701.5, in order to avoid duplicate cases, conflicting orders and unnecessary hearings, parties must disclose all related cases when a Family Law case is filed or when a party discovers there is a related case in Orange County or another county. **A related case means one or both parties and/or minor children of the parties are involved in other cases.** Examples of related cases include; another Family Law case, a domestic violence case, a child support case, a criminal case, and a juvenile case involving a minor child of one or both of the parties.

**1. PARTIES TO THE CASE:** For the case number listed above, specify identifying information for any adult, parent and/or guardian who is a party to the case:

Provide as much information as possible. If information is not available, please write **UNKNOWN**.

a.  PETITIONER/PLAINTIFF       RESPONDENT/DEFENDANT       OTHER PARTY:  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Gender:  Male     Female     Nonbinary    Email Address: \_\_\_\_\_  
Other name(s) used: \_\_\_\_\_

b.  PETITIONER/PLAINTIFF       RESPONDENT/DEFENDANT       OTHER PARTY:  
Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Gender:  Male     Female     Nonbinary    Email Address: \_\_\_\_\_  
Other name(s) used: \_\_\_\_\_

**2. Have you or a member of your family ever served in the military regardless of discharge status?**

Yes     No

**3.  THERE ARE NO RELATED CASES.**

**4. RELATED CASES:** If you, your minor children, or the minor children of any other party to this Family Law proceeding have been involved in another court action with any of the persons listed on this form, provide the case information below. If any information is unknown, leave the section blank.

	Case Number	Case Name	Person Involved	Court Location
a.	_____	_____	_____	_____
b.	_____	_____	_____	_____
c.	_____	_____	_____	_____

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

\_\_\_\_\_

# 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. If the judge grants the restraining order, information you give on this form will be entered into a 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:** \_\_\_\_\_

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

Marks, scars, or tattoos: \_\_\_\_\_ SSN: \_\_\_\_\_

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

Vehicle type: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Plate number: \_\_\_\_\_

Name of employer and address: \_\_\_\_\_

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

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.)

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

## 2 \*Your Name: \_\_\_\_\_

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

## 3 Your Information

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

Race: \_\_\_\_\_ 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.**

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 **8** 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 Orange**  
 341 The City Drive South  
 Orange, CA 92868  
 Lamoreaux Justice Center

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: \_\_\_\_\_ Time: \_\_\_\_\_  a.m.  p.m.
- b. 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 Server's 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 server's name

 \_\_\_\_\_  
 Server to sign here

Clerk stamps date here when form is filed.

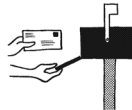
**1 Name of Person Asking for Protection:**

**2 Name of Person to Be Restrained:**

**3 Notice to Server**

The server must:

- Be 18 years of age or over.
- Not be listed in items **1**, **2** or **3** of form DV-100, *Request for Domestic Violence Restraining Order*.
- Mail a copy of all documents checked in **4** to the person in **5**.



Fill in court name and street address:

**Superior Court of California, County of Orange**  
341 The City Drive South  
Orange, CA 92868  
Lamoreaux Justice Center

**4 I (the server) am 18 years of age or over and live in or am employed in the county where the mailing took place. I mailed a copy of all documents checked below to the person in 5:**

Fill in case number:

**Case Number:**

- a.  DV-112, *Waiver of Hearing on Denied Request for Temporary Restraining Order*
- b.  DV-120, *Response to Request for Domestic Violence Restraining Order*
- c.  FL-150, *Income and Expense Declaration*
- d.  FL-155, *Simplified Financial Statement*
- e.  DV-130, *Restraining Order After Hearing (Order of Protection)*
- f.  Other (*specify*): \_\_\_\_\_

**5 I placed copies of the documents checked above in a sealed envelope and mailed them as described below:**

- a. Name of person served: \_\_\_\_\_
- b. To this address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- c. Mailed on (*date*): \_\_\_\_\_
- d. Mailed from (*city*): \_\_\_\_\_ (*state*): \_\_\_\_\_

**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*



**DO NOT write on the following blank forms!**

These blank forms must be served on the Other Party so that the Other Party may respond to this action. These blank forms must accompany a conformed (stamped) copy of all the forms that you prepared and filed today.

\*\*\*\*\*

**NO escriba en los siguientes formularios en blanco!**

Estos formularios en blanco deben ser entregadas a la Otra Parte para que la Otra Parte podrá responder a esta acción. Estos formularios en blanco deberán acompañar una copia conforme (sellada) de todas las formas que ha preparado y archivado hoy.



Clerk stamps date here when form is filed.

Use **this form** if someone has asked to change or end a restraining order, and you want to respond in writing. You will need a copy of form DV-300, *Request to Change or End Restraining Order*, that was filled out by the other party in your case. There is no cost to file this form with the court.

Fill in court name and street address:

**Superior Court of California, County of**  
Orange  
341 The City Drive South  
Orange, CA 92868  
Lamoreaux Justice Center

Fill in case number:

**Case Number:****1 Your Name:** \_\_\_\_\_**Who are you in this case? (Check one):**
 Protected person       Restrained person
**! Address where you can receive court papers**

(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 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 other party 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: \_\_\_\_\_

**2 Name of Other Party:** \_\_\_\_\_**3 Your Hearing Date (Court Date)**

Your hearing date is listed on form DV-310, *Notice of Court Hearing and Temporary Order to Change or End Restraining Order*. If you do not agree with the request, attend your hearing date. If you do not attend your hearing, the judge could grant the other party's request to change or end the restraining order.

**This is not a Court Order.**



**4 Your Response**

(Look at form DV-300, completed by the other party. Go to item 3 (pages 2–3) to see which orders the other party wants the judge to change or end.)

(Check one)

- a.  I agree to the request to change or end the restraining order.
- b.  I do not agree to the request to change or end the restraining order. (Complete section below)

(1) Explain which items you do not agree with. If there is another change to the restraining order that you would agree to, describe the change that you would agree to.

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(2) If the other party asked to change **child custody or visitation orders** (see form DV-305), answer the question below.

Do you agree with the other party’s request to change child custody or visitation orders?

- Yes, I agree to all the orders requested.
- No, I do not agree to the orders requested. (Complete form DV-325, Response to Request to Change Child Custody and Visitation Orders, and attach it to this form.)

**5 Reasons For Your Response (optional)**

(In the section below, explain why you agree or disagree with the request to change or end the restraining order.)

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**This is not a Court Order.**



**6**  **Lawyer's Fees and Costs**

(Complete this item if the other party asked for lawyer's fees and costs or if you are asking for these fees.)

a.  I agree to the order requested.

b.  I do not agree to the order requested.

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

\_\_\_\_\_

c.  Check here if you want the other party to pay for some or all of your lawyer's fees and costs.

**7** **Additional Pages**

Number of pages attached to this three-page form, if any: \_\_\_\_\_

**8** **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*

**9** **Your Lawyer's Signature** *(if you have one)*

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

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



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

**Your Next Steps**

- Turn in your completed form to the court.
- If the other party asked to change or end child support or spousal support orders, or asked for lawyer's fees, you must complete form FL-150, Income and Expense Declaration.
- Have someone else (not you) mail the person in **1** a copy of your forms, and complete form DV-250, Proof of Service by Mail. File form DV-250 with the court. (The person who mails your forms 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. Learn more at [www.selfhelp.courts.ca.gov/DV-restraining-order/change-end/court](http://www.selfhelp.courts.ca.gov/DV-restraining-order/change-end/court).

**This is not a Court Order.**

**How to complete this form:** To answer the questions below, look at the form DV-305 filled out by the other party. If you need more space to complete your answer, you can use a separate piece of paper and attach it to this form. Include a title at the top of the paper (example: "DV-325, Custody of Children").

This form is attached to form DV-320, *Response to Request to Change or End Restraining Order*.

**1 Protected Party**

- a. Name: \_\_\_\_\_
- b. Relationship to children:  Parent     Legal Guardian     Other (*describe*): \_\_\_\_\_

**2 Restrained Party**

- a. Name: \_\_\_\_\_
- b. Relationship to children:  Parent     Legal Guardian     Other (*describe*): \_\_\_\_\_

**3 Children** (*see 3 on form DV-305*)

- a.  I am the parent of the child or children listed on form DV-305.
- b.  I am **not** the parent of all the children listed on form DV-305.
- c.  I am **not** the parent of the following children (*list names*):  
\_\_\_\_\_
- d.  Other (*describe*): \_\_\_\_\_

**4 City and State Where Children Lived** (*see 4 on form DV-305*)

- a.  I agree with the information given by the other party.
- b.  I do not agree. (*Use form DV-105(A) to list where the children have lived.*)

**5 History of Court Cases Involving Children** (*see 5 on form DV-305*)

The other party may have listed other court cases involving your children. If information is incorrect or missing, use the space below to give information.

(Check all that apply. List where it was filed (city, state, or tribe), year it was filed, and case number, if known.)

- Custody or Divorce \_\_\_\_\_
- Criminal \_\_\_\_\_
- Juvenile Court (*child welfare, juvenile justice*) \_\_\_\_\_
- Guardianship \_\_\_\_\_
- Other (*example: child support case*) \_\_\_\_\_

(If a judge has already made a custody or visitation order for children in this case, attach a copy of the order if you have one.)

**This is not a Court Order.**



- 6**  **No Travel With Children Without Permission** (see **6** a on form DV-305)
- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_
- c.  I would agree to a different order (describe the order you would agree to): \_\_\_\_\_

- 7**  **Stop Access to Children's School, Health, and Other Information** (see **6** b on form DV-305)
- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_
- c.  I would agree to a different order (describe the order you would agree to): \_\_\_\_\_

- 8**  **Request for Orders to Prevent Child Abduction** (see **4**–**10** on form DV-108)
- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_
- c.  I would agree to a different order (describe the order you would agree to): \_\_\_\_\_

- 9**  **Custody of Children** (see **6** d on form DV-305)
- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_
- c.  I would agree to a different order:
- Legal Custody (the person who makes decisions about the child's health, education, and welfare.)  
(check one):
- Sole to person in **1**
- Sole to person in **2**
- Jointly (shared) by persons in **1** and **2**.
- Other (describe): \_\_\_\_\_
- Physical Custody (the person who the child regularly lives with.)  
(check one):
- Sole to person in **1**
- Sole to person in **2**
- Jointly (shared) by persons in **1** and **2**.
- Other (describe): \_\_\_\_\_

**This is not a Court Order.**



**10**  **Visitation (Parenting Time) with Children** (see **6**e on form DV-305)

- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_  
\_\_\_\_\_
- c.  I would agree to a different order (complete section below):  
 Visitation for the (check one):  person in **1**     person in **2**  
 should be (describe a schedule and give as much detail as you can):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**11**  **Other Orders** (see **6**f on form DV-305)

- a.  I agree to the order requested.
- b.  I do not agree to the order requested because: \_\_\_\_\_  
\_\_\_\_\_
- c.  I would agree to a different order (describe the order you would agree to):  
\_\_\_\_\_

**12** The statements made on this form are made under penalty of perjury as declared on form DV-320.

**This is not a Court Order.**

Clerk stamps date here when form is filed.

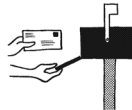
**1 Name of Person Asking for Protection:**  
\_\_\_\_\_

**2 Name of Person to Be Restrained:**  
\_\_\_\_\_

**3 Notice to Server**

The server must:

- Be 18 years of age or over.
- Not be listed in items **1**, **2** or **3** of form DV-100, *Request for Domestic Violence Restraining Order*.
- Mail a copy of all documents checked in **4** to the person in **5**.



Fill in court name and street address:

**Superior Court of California, County of Orange**  
341 The City Drive South  
Orange, CA 92868  
Lamoreaux Justice Center

**4 I (the server) am 18 years of age or over and live in or am employed in the county where the mailing took place. I mailed a copy of all documents checked below to the person in 5:**

Fill in case number:

**Case Number:**  
\_\_\_\_\_

- a.  DV-112, *Waiver of Hearing on Denied Request for Temporary Restraining Order*
- b.  DV-120, *Response to Request for Domestic Violence Restraining Order*
- c.  FL-150, *Income and Expense Declaration*
- d.  FL-155, *Simplified Financial Statement*
- e.  DV-130, *Restraining Order After Hearing (Order of Protection)*
- f.  Other (*specify*): \_\_\_\_\_

**5 I placed copies of the documents checked above in a sealed envelope and mailed them as described below:**

- a. Name of person served: \_\_\_\_\_
- b. To this address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- c. Mailed on (*date*): \_\_\_\_\_
- d. Mailed from (*city*): \_\_\_\_\_ (*state*): \_\_\_\_\_

**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*