

HOW TO FILE A DOMESTIC VIOLENCE RESTRAINING ORDER IN THE EVENT OF A COURT CLOSURE

Domestic Violence Restraining Order forms are available online at: www.courts.ca.gov. Form packets are also available outside of the Civil Clerk's Office located in Room 113.

To apply for a restraining order, submit the completed forms to the **Drop Box** located outside of the Clerk's Office before 10:30 a.m., Monday through Friday. The clerk will give the completed forms to a judicial officer for review after which they will be returned to the Clerk's Office.

You must pick up these forms from the **Will Call Box** located outside of the Clerk's Office between the hours of 1:30 p.m. and 2:30 p.m. The clerk will set a date for the hearing in 25 days.

If the judge grants temporary orders pending the hearing, they will take effect immediately but will not be enforceable until served on the restrained person.

A person over the age of 18 must personally serve the papers on the other party. The Sheriff's Office will serve Domestic Violence Restraining Orders free of charge. The Sheriff's Office is located at 1600 Los Gatos Drive, Suite 200, San Rafael 94903.

If you need help, you may contact the Legal Self Help Center by telephone at: 415-444-7040 or email at: selfhelp@marincourt.org