SAN BERNARDINO COUNTY SHERIFF'S DEPARTMENT
COURT SERVICES DIVISION - CIVIL UNIT
INSTRUCTIONS - TEMPORARY RESTRAINING ORDER

John McMahon, Sheriff

_____ VS _____ _____

Plaintiff/Petitioner **Defendant/Respondent** **Case Number**

BY AUTHORITY OF THE ACCOMPANYING CIVIL PROCESS, YOU ARE HEREBY INSTRUCTED TO PERFORM THE FOLLOWING:

SERVE (Name of Defendant) _____ Facility Name (if defendant is in jail) _____ Booking Number _____

If the defendant is a minor, please complete a separate instruction form for the legal guardian or parent.

Address _____ City _____ State _____ Zip Code _____

Home Phone _____ Business Phone No. or Other Contact No. _____ E-Mail Address _____

Company Name _____ Work Hours _____

Address _____ City _____ State _____ Zip Code _____

Best Time/Days for Service _____

Description of Vehicle Defendant Drives:

Make _____ Model _____ License Plate No. _____ Color _____ Year _____

Physical Description of Person to be Served:

☐ Male ☐ Female Race _____ Age _____ Hair Color _____ Date of Birth _____ Height _____ Weight _____

Eyes _____ Scars/Marks/Tattoos _____ Social Security Number _____ Driver's License Number _____

Is the defendant at the address listed in the Move Out Order? ☐ Yes ☐ No Was the defendant in court? ☐ Yes ☐ No

Does the defendant have any violent history or negative attitude towards law enforcement? ☐ Yes ☐ No If yes, explain: _____

Does the defendant have access to any weapons? ☐ Yes ☐ No
If yes, describe type and location of weapons: _____

Will there be any minor children present at the home location when the order will be served?
If so, how many and what ages? _____

Are there any dogs on the premises? If so, how many and what breed? _____

Is this a Move Out Order, would you like the deputy to contact you prior to service attempt? ☐ Yes ☐ No

Do you know of any outstanding warrant against the defendant? ☐ Yes ☐ No

Specify any other instructions or information: _____

ATTORNEY OR PLAINTIFF'S INFORMATION: (NO REFUNDS AFTER PROCESSING)

PRINT NAME _____ MAILING ADDRESS _____

SIGNATURE _____ CITY/STATE/ZIP _____

DATE _____ DAYTIME PHONE NUMBER/CELL PHONE NUMBER _____

INSTRUCTIONS - TEMPORARY RESTRAINING ORDER

TEMPORARY RESTRAINING ORDER – DOMESTIC VIOLENCE MANDATORY REQUIRED FORMS:

- ☐ DV-100 REQUEST FOR ORDER (DOMESTIC PREVENTION)
- ☐ DV-101 CHILD CUSTODY, VISITATION, AND SUPPORT REQUEST
- ☐ DV-105 CHILD CUSTODY, VISITATION, AND SUPPORT REQUEST
- ☐ DV-109 NOTICE OF COURT HEARING
- ☐ DV-110 TEMPORARY RESTRAINING ORDER (CLETS) (DOMESTIC VIOLENCE PREVENTION)
- ☐ DV-120 ANSWER TO TEMPORARY RESTRAINING ORDER (DOMESTIC VIOLENCE PREVENTION)
- ☐ DV-125 REISSUE TEMPORARY RESTRAINING ORDER (DOMESTIC VIOLENCE PREVENTION)
- ☐ DV-140 CHILD CUSTODY AND VISITATION ORDER
- ☐ DV-250 PROOF OF SERVICE BY MAIL
- ☐ DV-290 REQUEST & ORDER FOR FREE SERVICE OR RESTRAINING ORDER (DOMESTIC VIOLENCE OR CIVIL HARASSMENT)
- ☐ DV-540 INFORMATION FOR THE RESTRAINED PERSON
- ☐ DV-550 GET READY FOR YOUR HEARING
- ☐ DV-800 PROOF OF FIREARMS TURNED IN OR SOLD (DOMESTIC VIOLENCE PREVENTION)
- ☐ DV-810 WHAT DO I DO WITH MY GUN OR FIREARM?
- ☐ CERTIFICATE OF ASSIGNMENT
- ☐ OTHER

CIVIL HARASSMENT MANDATORY REQUIRED FORMS:

- ☐ CH-100 REQUEST FOR ORDERS TO STOP HARASSMENT (CIVIL HARASSMENT)
- ☐ CH-101 REQUEST AND ORDER FOR FREE SERVICE OF RESTRAINING ORDER (DOMESTIC VIOLENCE OR CIVIL HARASSMENT)
- ☐ CH-110 ANSWER TO REQUEST FOR ORDERS TO STOP HARASSMENT (CIVIL HARASSMENT) - BLANK
- ☐ CH-120 NOTICE OF HEARING AND TEMPORARY RESTRAINING ORDER (CLETS) CIVIL HARASSMENT
- ☐ CH-125 REISSUE TEMPORARY RESTRAINING ORDER (CIVIL HARASSMENT)
- ☐ CH-130 PROOF OF PERSONAL SERVICE (CIVIL HARASSMENT)
- ☐ CH-145 PROOF OF FIREARMS TURNED IN OR SOLD (CIVIL HARASSMENT)
- ☐ CH-151 HOW CAN I ANSWER A REQUEST FOR ORDERS TO STOP HARASSMENT? (CIVIL HARASSMENT)
- ☐ OTHER

ELDERLY ABUSE HARASSMENT MANDATORY REQUIRED FORMS:

- ☐ EA-100 PETITION FOR PROTECTIVE ORDERS (ELDER OR DEPENDENT ADULT ABUSE)
- ☐ EA-110 RESPONSE TO PETITION FOR PROTECTIVE ORDERS (ELDER OR DEPENDENT ADULT ABUSE)
- ☐ EA-120 ORDER TO SHOW CAUSE AND TEMPORARY RESTRAINING ORDER (ELDER OR DEPENDENT ADULT ABUSE) (CLETS)
- ☐ EA-125 APPLICATION AND ORDER FOR REISSUANCE OF ORDER TO SHOW CAUSE (ELDER OR DEPENDENT ADULT ABUSE) (CLETS)
- ☐ EA-145 PROOF OF FIREARMS TURNED IN OR SOLD (CIVIL HARASSMENT)
- ☐ OTHER

PERMANENT RESTRAINING ORDER:

- ☐ DV-130 RESTRAINING ORDER AFTER HEARING (CLETS - OAH) (ORDER OF PROTECTION) (DOMESTIC VIOLENCE PREVENTION)
- ☐ CH-140 RESTRAINING ORDER AFTER HEARING TO STOP HARASSMENT (CLETS) (CIVIL HARASSMENT)
- ☐ EA-130 RESTRAINING ORDER AFTER HEARING (ELDER OR DEPENDENT ADULT ABUSE) (CLETS)

FOR OFFICE USE ONLY

Received By: _____ **Date:** _____