

How will I know if the Restraining Order was Served?

Once the Sheriff's Department has served the restraining order, they will mail a proof of service indicating that the restraining order was served or was unable to be served. Service information may be obtained, 8am-5pm M-F, by calling the Sheriff's Records Division at **858-974-2110**. Service information may also be obtained online at www.sdsheriff.net. Use the name of the restrained party to check service status online.

What should I do if the restraining order has not been served, but the restrained party continues to harass me?

If the restrained person continues to bother or harass you, and you believe that your safety is being threatened, you should call 911 and request assistance. Explain to the dispatcher, that there is a restraining order that has been issued by the court, but it has not yet been served upon the restrained person.

Should I keep a copy of the Restraining Order with me?

You should *always* keep a copy of the restraining order (and proof of service) with you in case you need to call law enforcement officials to enforce the restraining order. Also make sure your local law enforcement agency has a copy.

Important Phone Numbers

For Emergencies Call 911

District Attorney Victim Advocacy: 619-531-4041
Domestic Violence & Community Information: 211
Domestic Violence Info by Cell-phone: 858-300-1211
Family Justice Center: 619-533-6001
North County Family Violence Prevention Center:
760-798-2835 Mon-Fri 8:00 AM—4:00 PM
S.D.P.D Dispatch: 619-531-2000
S.D.P.D Domestic Violence Unit: 619-533-3500
San Diego Domestic Violence Hotline: 888-385-4657
Sheriff's (TRO) / (EPO) Service Info.: 858-974-2110
Sheriff's Department Dispatch: 858-565-5200
Sheriff's Domestic Violence Unit: 858-974-2496
YWCA Crisis Hotline: 619-234-3164

Sheriff's Court Services Bureau Service Information by Area:

Chula Vista: 619-691-4781
El Cajon: 619-441-4575
Kearny Mesa: 858-694-2088
San Diego: 619-531-4179
Vista: 760-806-6200



Superior Court Locations and Phone Numbers:

Calendaring Issues: 619-450-7326
Chula Vista Court: 500 Third Ave. 619-746-6200
Domestic Violence Inquiries: 619-450-7575
El Cajon Court: 250 E. Main St. 619-456-4100
Family Court Services: 619-450-7888
Family Law Court: 1501 Sixth Ave. S.D. 619-450-7777
Family Law Facilitators: 619-450-5200
Legal Aid Services: 877-534-2524
Madge Bradley Court: 1409 Fourth Ave. 619-450-7575
San Diego: 220 W. Broadway 619-450-5400
Vista Court: 325 S. Melrose Dr. 760-201-8600



San Diego County Sheriff's Department

9621 Ridgehaven Ct.
San Diego CA 92123
Correspondence: P.O. Box 939062
San Diego CA 92193-9062

Phone: 858-974-2222
Fax: 858-974-2244
Website: www.sdsheriff.net

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San Diego County Sheriff's Department

William B. Kolender, Sheriff

Protecting Victims of Domestic Violence and Harassment



www.sdsheriff.net

Temporary Restraining Orders and Emergency Protective Orders Can Help Prevent Further Violence

This Guide Contains:

Instructions for Temporary Restraining Orders (TROs)
Frequently Asked Questions
Important Phone Numbers

San Diego County Domestic Violence Hotline
1-888-385-4657

For Emergencies Call 911



Instructions and Frequently Asked Questions:

How do I get a Restraining Order?

Step 1: Anticipate spending at least 4 to 6 hours at the court facility when applying for a Temporary Restraining Order (TRO).

Step 2: Park in a parking lot, not at a meter or other metered parking. This will reduce frustration and worry about receiving a citation. Chula Vista, Vista, and El Cajon Court have free parking.

Step 3: Plan on attending the (TRO) Clinic at the court of filing. The clinics generally run once in the morning and once in the afternoon. The clinics provide assistance with filling out the forms, advice, and support. For more information, please call: (619) 450-7588. In Chula Vista call: (619) 746-6200.

Step 4: The forms needed to file for a Domestic Violence Temporary Restraining Order are: **DV-100**, **DV-110**, **DV-105**, and **DV-140**. Other forms may be needed depending on your particular case. The **DV-120** is the Respondent's Packet and is given to the petitioner by the issuing court.

Step 5: Obtaining the forms prior to arriving at the court will speed up the process. The forms are located on the superior court website at: www.sdcourt.ca.gov. Click on **E-Z Legal File** and follow the links to the Domestic Violence Restraining Order sections. The forms are also available at the court facilities. Complete the forms and bring them with you to the (TRO) clinic.

Step 6: Arrive at 8:00 A.M. or 12:30 P.M. at the court and go directly to the clerk's office.

Where do I get a Temporary Restraining Order?

Madge Bradley Court-1409 4th Ave., San Diego
Family Court-1501-55 6th Ave., San Diego
Hall of Justice-330 W Broadway, San Diego
El Cajon Court-250 E. Main St., El Cajon
Chula Vista Court-500 Third Ave., Chula Vista
Vista Court-325 S. Melrose Dr., Vista

What about firearms?

Restrained persons are prohibited from having access to a firearm. If you believe the restrained party owns or may be in possession of one or more firearms, please report this to the clerk when filing the (TRO), and the judge when you are in court.

Who is the Protected Person?

The **protected person** (sometimes called the plaintiff/petitioner) is the person requesting the restraining order. There can be more than one protected person listed on a (TRO).

Who is the Restrained Person?

The **restrained person** (sometimes called the defendant/respondent) is the person named in the (TRO) and is to be restrained from certain conduct.

Can I Serve the TRO?

No, protected persons are prohibited from serving their own (TRO). A sheriff's deputy will be able to explain to the restrained person the prohibited conduct listed in the Temporary Restraining Order.

What is a Proof of Service and when do I need it?

If a person other than the sheriff serves the (TRO), that person must be over the age of 18 years and not a party to the action. This person must fill out a proof of service that states who was served and when the person was served. The petitioner must file this proof of service document with the court and the sheriff. The proof of service document may be obtained at any court or online at: www.sdcourt.ca.gov.

Unless the completed proof of service is received by the Sheriff's Department and the court, law enforcement agencies will not know the restraining order was served. Therefore, they cannot enforce it against the restrained person or defendant/respondent.

Proof of service may be faxed 24 hours a day, seven days a week, directly to the Sheriff's Department at (858) 974-2492. Proof of service should be faxed as soon as possible so that the restraining order can be entered into the law enforcement database.

What does the Sheriff's Department need in order to serve a restraining order?

In order to proceed with service, the protected person must provide the Sheriff's Department with: 1) A Court Issued Restraining Order and 2) A Service Instruction Sheet which includes a **physical address for service in San Diego County**. A restrained person may be served in custody. Inform the Sheriff's Department of the jail information for the restrained person when setting up the (TRO) for service.