



# Judicial Council of California

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## REPORT TO THE JUDICIAL COUNCIL

*Item No.: 23-156*

For business meeting on: September 19, 2023

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**Title**

Protective Orders: Updated Law  
Enforcement Information Form and New  
Request Forms for Continuances

**Agenda Item Type**

Action Required

**Effective Date**

January 1, 2024

**Rules, Forms, Standards, or Statutes Affected**

Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001

**Date of Report**

August 4, 2023

**Recommended by**

Civil and Small Claims Advisory Committee  
Hon. Tamara L. Wood, Chair  
Family and Juvenile Law Advisory  
Committee  
Hon. Stephanie E. Hulsey, Cochair  
Hon. Amy M. Pellman, Cochair

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### Executive Summary

The Civil and Small Claims Advisory Committee and the Family and Juvenile Law Advisory Committee recommend revising form CLETS-001 to make needed updates and adopting new forms to be used when a request to renew has been filed in a protective order proceeding, and the court or a party wishes to continue a hearing.

### Recommendation

The Civil and Small Claims Advisory Committee and Family and Juvenile Law Advisory Committee recommend that the Judicial Council, effective January 1, 2024:

1. Adopt eight Judicial Council forms relating to continuances of hearings on requests to renew restraining orders:

- *Request to Reschedule Hearing to Renew Restraining Order* (form CH-715);
- *Order to Reschedule Hearing to Renew Restraining Order* (form CH-716);
- *Request to Reschedule Hearing to Renew Restraining Order* (form EA-715);
- *Order to Reschedule Hearing to Renew Restraining Order* (form EA-716);
- *Request to Reschedule Hearing to Renew Restraining Order* (form SV-715);
- *Order to Reschedule Hearing to Renew Restraining Order* (form SV-716);
- *Request to Reschedule Hearing to Renew Restraining Order* (form WV-715); and
- *Order to Reschedule Hearing to Renew Restraining Order* (form WV-716);

2. Revise *CONFIDENTIAL CLETS Information* (form CLETS-001), retitled as *Confidential Information for Law Enforcement* to update the form.

## **Relevant Previous Council Action**

Form CLETS-001 was adopted for use in 2012, as a universal form to be completed by all litigants requesting a civil restraining order. Before its adoption, many of the civil restraining order forms had separate forms designed for the same purpose. Form CLETS-001 has not been revised since its adoption.

## **Analysis/Rationale**

This proposal is needed to make necessary revisions to form CLETS-001, as described below. The committees also propose adopting new forms that would be used by litigants and courts to continue a hearing on a request to renew a restraining order.

## **Form CLETS-001**

Form CLETS-001 is a confidential form that is turned into the court but does not become part of the court file. The purpose of this form is to provide additional information that could be helpful if law enforcement is called on to enforce a protective order. The committees recommend a number of changes to this form.

First, the form has been reorganized to include information about the proposed restrained party at the very beginning, including the current item about possession of firearms. This reorganization allows petitioners of gun violence restraining orders to skip the remaining items about protected parties that do not apply to their case. Second, all references to gender now include a nonbinary option, consistent with the request and order forms. Third, the committees recommend removing the protected party's address in response to safety concerns raised by advocates. Fourth, several changes are made in response to user-testing results, including retitling the form, revising the instructions at the top of the form to provide a clearer explanation of what the form will be used for, and having the court note the date the form is received rather than having the petitioner indicate whether the form is the initial or an amended version. Finally, the committee recommends removing information that is unlikely to be helpful in enforcing an order (e.g., a protected person's vehicle and license plate number) and information that is already included on the restraining order (e.g., a restrained person's address).

### **Continuance forms for request to renew restraining order**

The committees also recommend adopting a request to continue form and an order for continuance form for each of the CH (civil harassment), DV (domestic violence), GV (gun violence), EA (elder abuse), SV (private postsecondary school violence), and WV (workplace violence) form sets, to be used when a request to renew a restraining order has been filed with the court. The *Request to Reschedule Hearing to Renew Restraining Order* (forms 715 in each series) could be used by either party to ask the court to continue a hearing. The *Order to Reschedule Hearing to Renew Restraining Order* (forms 716) would be used by the court to indicate its decision on a request to continue hearing or to continue a hearing on its own motion. That form, like the order to reschedule the original hearing on a restraining order petition, includes a warning to the restrained person that the current restraining order must be obeyed and an item for the court to use to inform the party requesting a continuance what type of service, if any, is required.<sup>1</sup>

### **Policy implications**

This recommendation helps implement Goal I, “Access, Fairness, Diversity, and Inclusion,” of the Judicial Council’s strategic plan by helping to make forms easier to complete and understand for self-represented litigants. Additionally, changes to form CLETS-001 were based on user-testing and feedback from service providers, consistent with Goal IV of the strategic plan to provide the highest quality of justice and service to the public.

### **Comments**

This proposal was released for public comment from March 30 through May 12, 2023. Ten commenters responded to the proposal. Five agreed with the proposal, two agreed if modified, and three did not indicate a position; no commenters disagreed with the proposal. Commenters were the Superior Courts of Los Angeles, Orange, Riverside, San Bernardino, and San Diego Counties; the Joint Rules Subcommittee of the Trial Court Presiding Judges Advisory Committee and the Court Executives Advisory Committee; Bay Area Legal Aid; the Family Violence Appellate Project; the Orange County Bar Association; and one individual.

The committees thank all commenters for taking the time to respond to this proposal. In general, commenters supported many of the changes. Some of the more significant comments and the committees’ responses are provided below. All comments and the committees’ responses are provided in the attached chart of comments at pages 26–41.

### **Retaining information on restrained person’s employer on form CLETS-001**

Several commenters stated that information regarding the restrained person’s employer could be helpful for enforcement purposes. The committees agree and recommend including the name and address of the restrained person’s employer.

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<sup>1</sup> Because other changes relevant only to the DV and GV form sets are recommended in other proposals, the proposed DV and GV forms 715 and 716 are included with those proposals rather than this proposal, but are substantially similar to the forms included in this proposal.

**Updating information on form CLETS-001**

One commenter notes that it would place an additional burden on survivors to require them to submit an amended form CLETS-001 whenever information changes. The committees agreed with the commenter's concern and have revised the instruction in the proposed form to make it optional to submit an updated form.

**Alternatives considered**

For the new continuance forms for renewal proceedings, the committee considered revising the existing request and order (forms 115 and 116). However, the committee decided against this approach as some of the statutory requirements only apply to continuances of the initial request for restraining order (e.g., a respondent is entitled to one continuance, for a reasonable period of time, to respond to the initial petition). Creating a form that would work for both the initial request for restraining order and for a renewal would make the forms more complicated. Instead, the committees decided that a separate continuance form set for renewals would be more user-friendly.

The committees also considered whether to adopt a new information form, similar to forms CH-115-INFO and DV-115-INFO. The committees decided against a separate information form at this time and instead included more instruction on the forms 715, under "Your Next Steps."

**Fiscal and Operational Impacts**

Commenting courts noted that resources would be needed to provide training, revise internal procedures, and update form packets and case management systems. All courts that responded indicated that three months for implementation would be sufficient.

**Attachments and Links**

1. Forms CLETS-001, CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716, at pages 5–25
2. Chart of comments, at pages 26–41

**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, or ammunition?

☐ No ☐ I don't know

☐ Yes (Give any information you have below, like the type, amount, or location of the firearm, 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**

<b>*Name:</b> _____	<b>*Gender:</b> _____	<b>Race:</b> _____	<b>Date of Birth:</b> _____
<b>*Name:</b> _____	<b>*Gender:</b> _____	<b>Race:</b> _____	<b>Date of Birth:</b> _____
<b>*Name:</b> _____	<b>*Gender:</b> _____	<b>Race:</b> _____	<b>Date of Birth:</b> _____
<b>*Name:</b> _____	<b>*Gender:</b> _____	<b>Race:</b> _____	<b>Date of Birth:</b> _____

☐ Check here if you have more people to list. Write them on a separate piece of paper and write "Item 3" at the top and attach it to this form.

**This is not a Court Order—Do not place in court file.**

**Request to Reschedule Hearing to  
Renew Restraining Order**

Clerk stamps date here when form is filed.

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

**Instructions:** Either party may use this form to ask the court to reschedule the hearing (court date) listed on form **CH-710, Notice of Hearing to Renew Restraining Order**. Note: If the hearing is rescheduled, the restraining order will be extended until the new court hearing.

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1) ☐ Protected party (*skip to 2*).(2) ☐ Restrained party (*give your contact information below*).**Address where I can receive mail:**

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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information (optional)**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information (skip if you do not have one)**

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

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

Fill in court name and street address:

Superior Court of California, County of \_\_\_\_\_

Fill in case number:

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

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a. ☐ I need more time to have the restrained party served.
- b. ☐ Other reason:


**4 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*

**5 Lawyer's signature (if you have one)**

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

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



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

**Your Next Steps**

- Complete form [CH-716](#), *Order to Reschedule Hearing to Renew Restraining Order* (only items ① and ②).
- File forms [CH-715](#) and [CH-716](#) with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form [CH-716](#), item ⑤. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/CH-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form [CH-710](#)).

# Order to Reschedule Hearing to Renew Restraining Order

Clerk stamps date here when form is filed.

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8/2/2023

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JUDICIAL COUNCIL

(Complete ① and ② only. The court will complete the rest of this form.)

① Protected Party: \_\_\_\_\_

② Restrained Party: \_\_\_\_\_

③ Next Court Date

- a.
- ☐
- Denied:**
- The request to reschedule the court date is denied

Your court date is: \_\_\_\_\_

- (1) The
- Civil Harassment Restraining Order After Hearing*
- (
- [CH-130](#)
- ) granted in this case stays in full force and effect until your court date.

- (2) Your court date is not rescheduled because:

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- b.
- ☐
- Granted:**
- The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect until the hearing date below or the original expiration date, whichever is later. See ④–⑦ for more information.

**New  
Court  
Date**

→ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Dept.: \_\_\_\_\_ Room: \_\_\_\_\_

\_\_\_\_\_

Name and address of court, if different from above:

**Warning and Notice to the Restrained Party:**  
You must obey the restraining order while it is in effect.

**This is a Court Order.**





**4 Reason Court Date Is Rescheduled**

- a. ☐ The protected party has not served the restrained party.
- b. ☐ Other reason:

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a. ☐ **Protected party**

- (1) ☐ You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the restrained party personally served with a copy of all the forms listed on form [CH-710](#), item **4**, by (date): \_\_\_\_\_
- (3) ☐ You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_

b. ☐ **Restrained party**

- (1) ☐ You do not have to serve the protected party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the protected party personally served with a copy of this order by (date): \_\_\_\_\_
- (3) ☐ You must have the protected party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_

c. ☐ **Court**

- (1) ☐ Further notice is not required.
- (2) ☐ The court will mail a copy of this order to all parties by (date): \_\_\_\_\_
- (3) ☐ Other: \_\_\_\_\_
- 
- 
- 
- 

**This is a Court Order.**

**6 No Fee to Serve (Notify) Restrained Person** ☐ **Ordered** ☐ **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a. ☐ The order is based on unlawful violence, a credible threat of violence, or stalking.
- b. ☐ The person in **1** is entitled to a fee waiver.

**7** ☐ **Other Orders**

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

\_\_\_\_\_  
Judicial Officer**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](#)). (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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.

**—Clerk's Certificate—**

Clerk's Certificate

[seal]

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form [CH-716](#)) is a true and correct copy of the original on file in the court.

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

**This is a Court Order.**

**Request to Reschedule Hearing to  
Renew Restraining Order**

Clerk stamps date here when form is filed.

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

**Instructions:** Either party may use this form to ask the court to reschedule the hearing (court date) listed on form [EA-710](#), *Notice of Hearing to Renew Restraining Order*. Note: If the hearing is rescheduled, the restraining order will be extended until the new court hearing.

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the (*check one*):(1) ☐ Protected party (*skip to 2*).(2) ☐ Person asking for protection for the protected party(*name of elder or dependent adult*): \_\_\_\_\_(*skip to 2*).(3) ☐ Restrained party (*give your contact information below*).**Address where I can receive mail:**

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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information (optional)**

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information (skip if you do not have one)**

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

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

Fill in court name and street address:

Superior Court of California, County of \_\_\_\_\_

Fill in case number:

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

**2 Information About Your Case**a. The other party in this case is (*full name*): \_\_\_\_\_b. The court date is currently scheduled for (*date*): \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a. ☐ I need more time to have the restrained party served.
- b. ☐ Other reason:

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**4 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*

**5 Lawyer's signature (if you have one)**

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

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

▶ \_\_\_\_\_  
*Lawyer's signature*

**Your Next Steps**

- Complete form [EA-716](#), *Order to Reschedule Hearing to Renew Restraining Order* (only items ① and ②).
- File forms [EA-715](#) and [EA-716](#) with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form [EA-716](#), item ⑤. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/EA-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form [EA-710](#)).

# Order to Reschedule Hearing to Renew Restraining Order

Clerk stamps date here when form is filed.

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

(Complete ① and ② only. The court will complete the rest of this form.)

① Protected Party: \_\_\_\_\_

② Restrained Party: \_\_\_\_\_

③ Next Court Date

a. ☐ **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The *Elder or Dependent Adult Abuse Restraining Order After Hearing* ([EA-130](#)) granted in this case stays in full force and effect until your court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b. ☐ **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect until the hearing date below or the original expiration date, whichever is later. See ④–⑦ for more information.
**New  
Court  
Date**

→ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Dept.: \_\_\_\_\_ Room: \_\_\_\_\_

\_\_\_\_\_

Name and address of court, if different from above:

## Warning and Notice to the Restrained Party:

You must obey the restraining order while it is in effect.

**This is a Court Order.**


**4 Reason Court Date Is Rescheduled**

- a. ☐ The protected party has not served the restrained party.
- b. ☐ Other reason:

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a. ☐ **Protected party**

- (1) ☐ You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the restrained party personally served with a copy of all the forms listed on form [EA-710](#), item **4**, by (date): \_\_\_\_\_
- (3) ☐ You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_
- (4) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. ☐ **Restrained party**

- (1) ☐ You do not have to serve the protected party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the protected party personally served with a copy of this order by (date): \_\_\_\_\_
- (3) ☐ You must have the protected party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_
- (4) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. ☐ **Court**

- (1) ☐ Further notice is not required.
- (2) ☐ The court will mail a copy of this order to all parties by (date): \_\_\_\_\_
- (3) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**6 No Fee to Serve (Notify) Restrained Person** ☐ **Ordered** ☐ **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a. ☐ The order is based on unlawful violence, a credible threat of violence, or stalking.
- b. ☐ The person in **1** is entitled to a fee waiver.

**7** ☐ **Other Orders**

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

\_\_\_\_\_  
Judicial Officer**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](#)). (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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.

**—Clerk's Certificate—**

Clerk's Certificate

[seal]

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form [EA-716](#)) is a true and correct copy of the original on file in the court.

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

**This is a Court Order.**

# Request to Reschedule Hearing to Renew Restraining Order

Clerk stamps date here when form is filed.

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

**Instructions:** Either party may use this form to ask the court to reschedule the hearing (court date) listed on form [SV-710, Notice of Hearing to Renew Restraining Order](#). Note: If the hearing is rescheduled, the restraining order will be extended until the new court hearing.

## 1 My Information

a. My name is: \_\_\_\_\_

b. I am the *(check one)*:

(1) ☐ **Petitioner** (educational institution officer or employee)

*(skip to ②).*

(2) ☐ **Restrained Party** *(give your contact information below).*

### Address where I can receive mail:

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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Additional contact information *(optional)*

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Lawyer's information *(skip if you do not have one)*

Name: \_\_\_\_\_ State Bar No.: \_\_\_\_\_

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

Fill in court name and street address:

Superior Court of California, County of \_\_\_\_\_

Fill in case number:

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

## 2 Information About Your Case

a. The other party in this case is *(full name)*: \_\_\_\_\_

b. The court date is currently scheduled for *(date)*: \_\_\_\_\_

**This is not a Court Order.**



**3 Why does your court date need to be rescheduled?**a. ☐ I need more time to have the restrained party served.b. ☐ Other reason:


**4 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*

**5 Lawyer's signature (if you have one)**

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

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



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

**Your Next Steps**

- Complete form [SV-716](#), *Order to Reschedule Hearing to Renew Restraining Order* (only items **1** and **2**).
- File forms [SV-715](#) and [SV-716](#) with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form [SV-716](#), item **5**. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/SV-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form [SV-710](#)).

# Order to Reschedule Hearing to Renew Restraining Order

Clerk stamps date here when form is filed.

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL

(Complete ① and ② only. The court will complete the rest of this form.)

① **Petitioner (Educational Institution Officer or Employee):**② **Restrained Party:**

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:

③ **Next Court Date**a. ☐ **Denied:** The request to reschedule the court date is denied.

Your court date is:

(1) The *Private Postsecondary School Violence Restraining Order After Hearing* ([SV-130](#)) granted in this case stays in full force and effect until your court date.

(2) Your court date is not rescheduled because:

b. ☐ **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and time listed below. The current restraining order stays in effect until the hearing date below or the original expiration date, whichever is later. See ④–⑦ for more information.

Name and address of court, if different from above:

New  
Court  
Date

Date: Time:

Dept.: Room:

**Warning and Notice to the Restrained Party:**

You must obey the restraining order while it is in effect.

**This is a Court Order.**

**4 Reason Court Date Is Rescheduled**

- a. ☐ The petitioner has not served the restrained party.
- b. ☐ Other reason:

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a. ☐ **Petitioner**

- (1) ☐ You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the restrained party personally served with a copy of all the forms listed on form [SV-710](#), item **5**, by (date): \_\_\_\_\_
- (3) ☐ You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

b. ☐ **Restrained party**

- (1) ☐ You do not have to serve the petitioner because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the petitioner personally served with a copy of this order by (date): \_\_\_\_\_
- (3) ☐ You must have the petitioner served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. ☐ **Court**

- (1) ☐ Further notice is not required.
- (2) ☐ The court will mail a copy of this order to all parties by (date): \_\_\_\_\_
- (3) ☐ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This is a Court Order.**



**6 No Fee to Serve (Notify) Restrained Person** ☐ **Ordered** ☐ **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a. ☐ The order is based on unlawful violence, a credible threat of violence, or stalking.
- b. ☐ The person in **1** is entitled to a fee waiver.

**7** ☐ **Other Orders**

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

\_\_\_\_\_  
Judicial Officer**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](#)). (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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.

**—Clerk's Certificate—**

Clerk's Certificate

[seal]

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form [SV-716](#)) is a true and correct copy of the original on file in the court.

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

**This is a Court Order.**

**Request to Reschedule Hearing to  
Renew Restraining Order***Clerk stamps date here when form is filed.*

DRAFT

8/2/2023

NOT APPROVED BY THE  
JUDICIAL COUNCIL*Fill in court name and street address:*

Superior Court of California, County of

*Fill in case number:*

Case Number:

**1 My Information**

a. My name is: \_\_\_\_\_

b. I am the *(check one)*:(1) ☐ **Petitioner** (employer) *(skip to 2)*.(2) ☐ **Restrained Party** *(give your contact information below)*.**Address where I can receive mail:**

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. If you have a lawyer, give their information.

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Additional contact information** *(optional)*

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Lawyer's information** *(skip if you do not 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 court date is currently scheduled for *(date)*: \_\_\_\_\_**This is not a Court Order.**

**3 Why does your court date need to be rescheduled?**

- a. ☐ I need more time to have the restrained party served.
- b. ☐ Other reason:


**4 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*

**5 Lawyer's signature (if you have one)**

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

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



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

**Your Next Steps**

- Complete form [WV-716](#), *Order to Reschedule Hearing to Renew Restraining Order* (only items ① and ②).
- File forms [WV-715](#) and [WV-716](#) with the court. A judge will review your forms and decide whether to reschedule your court date.
- If the judge grants your request to reschedule your court date, you must have someone serve a copy of all forms listed on form [WV-716](#), item ⑤. Your server can be the sheriff or another adult who is not involved in the case. For more information on how to serve the restrained person, go to <https://selfhelp.courts.ca.gov/WV-restraining-order/renew/sheriff-serves>.
- If the judge denies your request to reschedule, you must go to your court hearing (listed on form WV-710).

**Order to Reschedule Hearing  
to Renew Restraining Order***Clerk stamps date here when form is filed.***DRAFT****8/2/2023****NOT APPROVED BY THE  
JUDICIAL COUNCIL***(Complete ① and ② only. The court will complete the rest of this form.)***① Petitioner (Employer):** \_\_\_\_\_**② Restrained Party:** \_\_\_\_\_**③ Next Court Date**a. ☐ **Denied:** The request to reschedule the court date is denied.

Your court date is: \_\_\_\_\_

(1) The *Workplace Violence Restraining Order After Hearing*  
([WV-130](#)) granted in this case stays in full force and effect until  
your court date.

(2) Your court date is not rescheduled because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_*Fill in court name and street address:***Superior Court of California, County of***Fill in case number:***Case Number:**b. ☐ **Granted:** The request to reschedule the court date is granted. Your court date is rescheduled for the day and  
time listed below. The current restraining order stays in effect until the hearing date below or the original  
expiration date, whichever is later. See ④–⑦ for more information.

Name and address of court, if different from above:

**New  
Court  
Date**→ Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Dept.: \_\_\_\_\_ Room: \_\_\_\_\_  
\_\_\_\_\_**Warning and Notice to the Restrained Party:**

You must obey the restraining order while it is in effect.

**This is a Court Order.**

**4 Reason Court Date Is Rescheduled**

- a. ☐ The petitioner has not served the restrained party.
- b. ☐ Other reason:

**5 Serving (Giving) Order to Other Party**

The request to reschedule was made by the:

a. ☐ **Petitioner**

- (1) ☐ You do not have to serve the restrained party because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the restrained party personally served with a copy of all the forms listed on form [WV-710](#), item **5**, by (date): \_\_\_\_\_
- (3) ☐ You must have the restrained party served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_

b. ☐ **Restrained party**

- (1) ☐ You do not have to serve the petitioner because they or their lawyer were at the court date or agreed to reschedule the court date.
- (2) ☐ You must have the petitioner personally served with a copy of this order by (date): \_\_\_\_\_
- (3) ☐ You must have the petitioner served with a copy of this order. This can be done by mail. You must serve by (date): \_\_\_\_\_

(4) ☐ Other: \_\_\_\_\_

c. ☐ **Court**

- (1) ☐ Further notice is not required.
- (2) ☐ The court will mail a copy of this order to all parties by (date): \_\_\_\_\_
- (3) ☐ Other: \_\_\_\_\_
- 
- 
- 
- 

**This is a Court Order.**



**6 No Fee to Serve (Notify) Restrained Person** ☐ **Ordered** ☐ **Not Ordered**

The sheriff or marshal will serve this order for free because:

- a. ☐ The order is based on unlawful violence, a credible threat of violence, or stalking.
- b. ☐ The person in **1** is entitled to a fee waiver.

**7** ☐ **Other Orders**

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

\_\_\_\_\_  
Judicial Officer**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](#)). (Civ. Code, § 54.8.)

**Instructions to Clerk**

If the court rescheduled the court date, 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.

**—Clerk's Certificate—**

Clerk's Certificate

[seal]

I certify that this *Order to Reschedule Hearing to Renew Restraining Order* (form [WV-716](#)) is a true and correct copy of the original on file in the court.

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

**This is a Court Order.**

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

	Commenter	Position	Comment	Committee Response
1.	Bay Area Legal Aid by Kemi Mustapha Family Law Supervising Attorney	NI	<p>Bay Area Legal Aid (“BayLegal”) submits this letter in response to the Judicial Council’s invitation to comment on proposals concerning protective orders, specifically item numbers SPR23-26, SPR23-28, and SPR23-30.</p> <p>BayLegal is the largest provider of free legal services to low-income residents of Alameda, Contra Costa, Marin, Napa, Santa Clara, San Francisco, and San Mateo counties. Our mission is to provide meaningful access to the civil justice system through high quality legal assistance to low-income litigants regardless of location, language, or disability. Many low-income litigants, including BayLegal clients, are individuals with limited English proficiency, individuals with limited literacy, survivors of interpersonal violence, people with disabilities, and individuals who are housing insecure. BayLegal provides legal services to roughly 10,000 low-income residents of the Bay Area annually. In addition, BayLegal is the provider of public Domestic Violence Restraining Order Clinics in Contra Costa and San Mateo counties, helping an average of over 1000 individuals prepare restraining orders each year. We also provide free full scope representation to survivors of domestic violence in family law matters, which includes restraining order applications. The large number of individuals we serve gives us a unique insight to assess the potential impact of the Judicial Council’s</p>	The committees thank you for reviewing this proposal.

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

Commenter	Position	Comment	Committee Response
		<p>proposed changes on low-income California residents.</p> <p>Overall, BayLegal supports the Judicial Council's proposals. We do recommend some changes as detailed below. Our recommendations and responses to Request for Specific Comments are organized by Item Number.</p>	
		<p><b>Updated Law Enforcement Information Form and New Request Forms for Continuances (Item Number SPR23-26)</b></p> <p>• <i>Proposed Changes to CLETS-001</i></p> <p>BayLegal recommends that the CLETS-001 form continue to include space to provide the restrained party's employer, business address, work hours, and occupation. In our experience, law enforcement uses this information to help with service and enforcement of protective orders.</p> <p>With this recommendation incorporated, BayLegal believes that the proposed changes to the CLETS-001 form address the stated purposes, including providing additional information helpful for law enforcement to enforce the protective order and safeguarding the protected party's safety.</p> <p>We especially commend the Judicial Council</p>	<p>The committees have included the name and address of the restrained person's employer. Adding other information would require adding another page to the form and the committees prefer to keep this as a one-page form. The committees note that if additional information would be helpful for service it can be added to the new form for requesting service by the sheriff.</p>

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

	Commenter	Position	Comment	Committee Response
			for responding to safety concerns raised by survivor advocates by removing the protected party's address from the form.	The committees appreciate your feedback on this change.
			<p>• <i>New Continuance Forms</i></p> <p>BayLegal strongly supports the Judicial Council's user-friendly approach of creating separate continuance forms for hearings to renew protective orders rather than revising the existing 115 and 116 forms to include continuances for renewals. The Judicial Council's proposal addresses the stated purpose related to the continuance forms.</p>	The committees agree that adding these forms to the renewal series (700s) will be helpful and ensure the consistent and accessible administration of justice.
2.	Family Violence Appellate Project by Arati Vasani Senior Managing Attorney	NI	<p>On behalf of Family Violence Appellate Project (FVAP), I write to offer comments on Invitation To Comment (ITC) SPR23-26.</p> <p>FVAP is a State Bar-funded legal services support center and the only nonprofit organization in California dedicated to representing domestic violence survivors in civil appeals for free. FVAP is devoted to ensuring domestic violence survivors can live in healthy safe environments, free from abuse. This includes a commitment to improving how survivors—and all litigants—are treated in family and civil court.</p> <p><b>Form CLETS-001, Confidential Information for Law Enforcement</b> Asking survivors seeking protection to fill out the CLETS-001 form, and to be responsible for</p>	<p>Thank you for reviewing this proposal.</p> <p>The committees agree that it could be burdensome to require the petitioner to complete the form</p>

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

Commenter	Position	Comment	Committee Response
		<p>amending this form as the information changes places additional burdens on survivors.</p> <p>Efforts to simplify the form are welcome and needed. Overall, the changes to the CLETS-001 form are helpful. The changes will make it easier for both the people completing the form and those using it for enforcement. In particular, the removal of the address requirement for the person filling in the form is an important change. It is a credit to the committee for continuing to be responsive to the named safety needs of survivors.</p> <p>The change from “Person to Be Restrained” to “Person You Want a Restraining Order Against” is problematic and potentially confusing. It is true that at the time a petitioner fills out the form, they are seeking to restrain someone. But this form is put into effect only in the event of someone <i>actually being</i> restrained—and it will continue to be used only so long as there is a restraining order in effect against this person. While “Person to Be Restrained” may seem odd in light of changing “Person to Be Protected” to “Your Information” (for GVROs), the new wording unintentionally minimizes the fact that when this form is actually entered the person is already restrained.</p> <p>In addition, the updated Instructions are helpful but should clarify that the form will be entered</p>	<p>every time information changes, and have revised the instruction to make it optional to complete the form again.</p> <p>The committees did not make this change. “Person You Want a Restraining Order Against” is used because the committees believe it is easier to understand than “Person to be Restrained.” While it is true that at the time the information on this form is entered into CLETS, the person in 1 will be restrained, this is not the case when the petitioner is completing the form at the same time as completing the request for restraining order.</p> <p>The committees have made this change in the proposal.</p>

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

Commenter	Position	Comment	Committee Response
		<p>into a database <i>only</i> if a restraining order is issued, temporary or otherwise.</p> <p>It is unclear from the ITC why certain information about the restrained party—such as their place of employment—is not important to enforcement, but as the California Department of Justice will be looking at this proposal, they will hopefully weigh in on what is needed for enforcement.</p> <p>To the extent that the form is removing requests for information that is already available on the restraining order documents, the age of the petitioner is already available on the DV-100 so it too could be removed.</p>	<p>In response to comments, the committees agree that the name and address of the restrained person’s employer should be included in the proposal.</p> <p>Age is still included on the CLETS form because information from the request form (e.g., DV-100) is not entered into CLETS. Additionally, the petitioner’s age is not listed on the temporary or long-term restraining order.</p>
		<p><b>Forms for Rescheduling Restraining Order Renewal Hearings</b></p> <p>Like the new DV-715 and 716, these forms are a positive and important addition to help people with the complicated process of navigating a renewal.</p> <p>For the forms in this ITC, the first item has the heading “My Information” whereas the DV forms say, “Your Information.” If that has some significance it is not clear but as this is a great effort to create consistency across forms, using the same heading on all the 715 forms is preferable.</p>	<p>The committees agree that adding these forms to the renewal series (700s) will be helpful and ensure the consistent and accessible administration of justice.</p> <p>The committees acknowledge that some forms use first-person (“I” statements), while others, like the DV forms, generally use the second-person (“You” statements). The committees anticipate working to increase consistency across protective order forms in this regard as resources and timing permits.</p>
		Similar to our comments for the DV-715, two	The Judicial Council has a forms style guide that

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

Commenter	Position	Comment	Committee Response
		<p>suggestions for all of these forms would be to 1) increase the font size of the language in the Note confirming that the restraining order will be extended and 2) add some space and increase the font size for Protected Party and Restrained Party. The first suggestion is to allow that language to stand out so it is clear to either party requesting rescheduling. In the current size and space, it is less distinctive than it should be given its importance.</p> <p>The second suggestion is due to a concern that the eye easily goes directly to the prominent exclamation points for the address. In doing so a person would not answer the important question of which party they are. In addition, it is important that petitioners understand that they can skip this portion. If the focus groups and other feedback show otherwise, that is good to hear, but increasing the font size does not seem likely to cause a negative effect and based on the spaces between numbers 1 and 2, there seems to be enough space to increase the size without affecting the layout or length of the form.</p> <p>Again, similar to our comments for the DV-716, it would be helpful for petitioners to know that that their 716 form goes <i>on top of</i> their 710 form, or that it should be attached to it along with the underlying restraining order. Sometimes when rescheduling restraining order hearings, problems arise when the original</p>	<p>provides parameters for certain form design elements, like font size. The font size used in the body of a form is set at 11-point Times New Roman. However, the committee has increased the spacing in the instruction box and underlined “Note” to draw attention to the text that follows. Also, to make it easier to see item 1b, spacing has been increased and boldface type has been removed from the subheadings.</p> <p>The committees did not adopt this suggestion as forms 716 state that the restraining order will remain in effect until the court date. The icon for court date has been added to form DV-716 but has not been included on the forms contained in this proposal as those forms do not use the icon.</p>

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

**SPR23-26****Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances** (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

	<b>Commenter</b>	<b>Position</b>	<b>Comment</b>	<b>Committee Response</b>
			restraining order has a different expiration date than the rescheduled hearing date. While those forms may be stapled together, without the addition of the 716 there is not readily available proof that the restraining order has not expired so a clear reminder is helpful. In addition, it would be helpful to use the same icon used for hearing dates on the 710 and the 720 for the new date on the renewal in addition to the box that says New Court Date. Using the same icon keeps the visual cues for this important information consistent across the forms.	
3.	Hon. Steven Ipson Commissioner Los Angeles	A	I agree with the proposed changes. They will simplify the forms and allow them to be used for the intended purpose, including rescheduling a hearing. They also remove unnecessary information regarding the protected person, and they allow for gun violence restraining orders to be implemented (there is no protected party for a gun violence restraining order). These changes simplify and streamline the forms, and are especially helpful for self-represented litigants.	The committees appreciate the information provided.
4.	Orange County Bar Association By Michael A. Gregg, President	A	* The commenter indicates agreement.	Thank you for reviewing this proposal.
5.	Superior Court of California, County of Los Angeles by Bryan Borys, Director of Research and Data Management	AM	Regarding CLETS-001, Confidential Information for Law Enforcement form:  o Suggest further explaining the purpose of the CLETS form to litigants by expanding the phrase “Information you give on this form will be entered into a database...” to include “that law enforcement have access to, called	The committees have added language to explain that the information will help with enforcement.

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.



## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

Commenter	Position	Comment	Committee Response
		<p>CLETS, to assist them with enforcing the restraining order.”</p> <p>o Suggest expanding the following advisement alongside “Information that has a star (*)...” to include “unless the instructions specifically permit the item containing it to be skipped” for the purposes of reducing ambiguity between conflicting instructions.</p> <p>o Page 1, Section 1: Is there a reason why the “Gender” field was removed? It seems appropriate to include the “Gender” field in Sections 1 and 2 with the non-binary option</p> <p>o Page 1, Section 1: Is there a reason why there is a language question in CLETS? Is there a better way to ask if someone has Limited English Proficiency? If it is asked, perhaps it should be asked about both parties if the petitioner knows the information. This may be helpful to flag interpreter language needs for court hearings. Or, perhaps the language information should be noted elsewhere in a Restraining Order form/petition</p>	<p>This suggestion was not adopted. The committees prefer to keep the instruction simple and believe that instruction for gun violence petitioners to skip certain items is clear.</p> <p>Gender was removed from item 1 because it is information that would be included on the restraining order itself and information from the restraining order is also entered into CLETS.</p> <p>The information on this form is entered into CLETS to help law enforcement enforce the restraining order. Knowing ahead of time that a party does not speak English would allow the agency to send an officer who speaks the needed language or at least alert the officer that there may be a language barrier and interpreter services are needed. The form includes a question about the ability to speak English in item 1 (for the proposed restrained person) and item 2 (person asking for protection). The committees note that rule 1.51 governs the use and handling of this form. The information provided on the form is confidential, and does not become part of the court file.</p>
		Regarding CH-716, Order to Reschedule	This has been corrected in the proposed form.

Positions: A = Agree; AM = Agree if modified; N = Do not agree; NI = Not indicated.

## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

All comments are verbatim unless indicated by an asterisk (\*)

	Commenter	Position	Comment	Committee Response
			Hearing to Renew Restraining Order form:  o Bottom of Page 1, Warning and Notice to the Restrained Party: a typo exists in “expries”	
			Regarding EA-716, Order to Reschedule Hearing to Renew Restraining Order form:  o Bottom of Page 1, Warning and Notice to the Restrained Party: a typo exists in “expries”	This has been corrected.
			Regarding SV-716, Order to Reschedule Hearing to Renew Restraining Order form:  o Bottom of Page 1, Warning and Notice to the Restrained Party: a typo exists in “expries”	This has been corrected.
			Regarding WV-716, Order to Reschedule Hearing to Renew Restraining Order form:  o Bottom of Page 1, Warning and Notice to the Restrained Party: a typo exists in “expries”	This has been corrected.
6.	Superior Court of California, County of Orange Family Law/Juvenile Division	NI	<b>Form CLETS-001</b> Simplify version for easier reading as the CLETS-001 is completed by the litigant. See sample below. *The sample provided by commenter proposes some minor changes to language and formatting, including (1) moving the instruction to clerk from the right side of the form, to the left side of the form; 2) separating each piece of information regarding the restrained person’s vehicle into separate fields; 3) having separate fields for driver’s license number and state of issuance; and 4) center-justify the instruction	The committees have, in response to (2) in this comment, separated out the vehicle information into individual fields for type, model, year, and plate number in the proposal. However, the committees believe, in response to (1) that the notice to clerk is less likely to be missed if it appears where the clerk’s stamp would go. In response to (3), the committees also did not separate the driver’s license number and state of issuance into separate fields as this may lead to some confusion if “state” appears by itself without specifying that it relates to the driver’s license. In response to (4), the committees prefer to keep the

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## SPR23-26

### Protective Orders: Updated Law Enforcement Information Form and New Request Forms for Continuances (Adopt forms CH-715, CH-716, EA-715, EA-716, SV-715, SV-716, WV-715, and WV-716; revise form CLETS-001)

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Commenter	Position	Comment	Committee Response
		directed at petitioner's of gun violence restraining orders.	instruction for gun violence restraining orders left-justified, consistent with the item numbers.
		<ul style="list-style-type: none"> <li>▪ <u>Does the Proposal appropriately address the stated purpose?</u> Yes.</li> <li>▪ <u>Does the proposal approximately address the stated purpose relating to the continuance forms?</u>  Yes.</li> <li>▪ <u>Would the proposal provide cost savings? If so, please quantify.</u>  No.</li> <li>▪ <u>What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?</u> This implementation would require updating procedures and creating event codes in the case management system.</li> <li>▪ <u>Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?</u>  Yes.</li> </ul>	<p>Thank you for reviewing this proposal.</p> <p>No response required.</p> <p>No response required.</p> <p>Thank you for your response.</p> <p>The committees agree that three months would</p>

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			<ul style="list-style-type: none"> <li><u>How well would this proposal work in courts of different sizes?</u></li> </ul> <p>Our court is a large court, and this could work for Orange County.</p>	<p>provide sufficient time for implementation.</p> <p>Thank you for your response.</p>
7.	Superior Court of California, County of Riverside by Susan Ryan Chief Deputy of Legal Services	A	<p>Apart from the suggested edits below, the proposed revisions offer clarity and comply with existing law.</p> <p>CLETS-001 Confidential Information for Law Enforcement</p> <p>Suggested edits:</p> <p>Suggest placing the following in a "For Court Use Only" block</p> <p>2. Physical description of the restrained person (as required information.)</p> <p>The revisions to the CLETS removes height, weight, eye color, and car information. The form presumes that this information is not helpful to law enforcement for enforcement the existing protective order. Oddly, the form keeps "race" which is limited when used to describe appearance.</p> <p>The committee plans to seek feedback from the CA DOJ on the removed fields.</p> <p>Suggested edits:</p>	<p>Thank you for reviewing this proposal.</p> <p>The committees decline this suggestion, as the form is not filed with court and has never had such a block.</p> <p>Thank you for your response. The committees note that information from CLETS-001 is entered into the California Restraining and Protective Order Registry (CARPOS) within CLETS, in addition to the restraining order itself. The height, weight, and eye color of the restrained person were removed from the CLETS-001 form because these items are included on the restraining order. Race is included and required on the form, as it is a mandatory field in CARPOS. The committees note that "skin tone" is an optional field in CARPOS and includes 13 options. The</p>

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		If agreed to by CA DOJ, suggest deleting in race in favor of restoring section on the height, weight, eye color, and consider adding skin tone.	committees would like to keep this as a one-page form and therefore do not recommend including “skin tone.”
		CH-716; EA-716; SV-716; WV-716 Suggested edits: Correct "expries" to "expires".	The committees appreciate this correction and instead recommend using “while it is in effect” to match other language on the form.
		Does the proposal appropriately address the stated purpose relating to the CLETS form?  Yes, the proposal addresses the stated purpose relating to the CLETS form. It is a more “user” friendly form sufficiently simplified to only require needed information for purposes of enforcement. Also, the revised form had addressed the concern over the safety of the protected party by no longer requiring protect party to provide their address and contact information.	Thank you for your response. The committees agree that the revisions will make the form more user-friendly.
		Does the proposal approximately address the stated purpose relating to the continuance forms?  Yes, the proposal addresses the stated purpose relating to the continuance of a hearing set for renewal of an existing restraining order. The proposed forms are specific to each type of restraining order, thereby facilitating successful completion of the form and accomplish obtaining a new court date. The continuance forms address 1) the concern for the safety and	The committees agree that adding these forms to the renewal series (700s) will be helpful and ensure the consistent and accessible administration of justice.

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			emotional well-being of the protected party, as it provides for existing orders to remain in effect, and 2) it preserves due process rights of the burdened party to respond and defend.	
			What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?	No response required.
			Uncertain. Defer to operations for estimates to incorporate new forms into the court's case management and processing systems.	
			Would 3 months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?	The committees agree that three months would provide sufficient time for implementation.
			Three months would be a sufficient amount of time to implement the proposal.	
8.	Superior Court of California, County of San Bernardino, Barstow District by Anita Morales Legal Processing Assistant II	A	No specific comment.	Thank you for reviewing this proposal.
9.	Superior Court of California, County of San Diego by Mike Roddy, Executive Officer	A	<b>Request for Specific Comments</b> Does the proposal appropriately address the stated purpose relating to the CLETS form? <b>Yes.</b>	Thank you for your response.
			Does the proposal appropriately address the stated purpose relating to the continuance forms? <b>Yes.</b>	Thank you for your response.

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	Commenter	Position	Comment	Committee Response
			Would the proposal provide cost savings? If so, please quantify. <b>No.</b>	No response required.
			What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems? <b>Revising internal procedures, adding new case management entries, and training staff.</b>	Thank you for your response.
			Would three months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation? <b>Yes, provided the final versions of the forms are provided to the court at that time. This will ensure that the court is able to provide training to staff and update its internal procedures and case management systems.</b>	The committees agree that three months would provide sufficient time for implementation. Approved versions of the form that could be used for training and updating internal procedures will be available in September. The final versions of the form will be published on the Judicial Resources Network with enough time to allow courts to modify forms packets.
			How well would this proposal work in courts of different sizes? <b>It appears the proposal would work for courts of various sizes.</b> No additional Comments.	Thank you for your response.
10	Trial Court Presiding Judges Advisory Committee (TCPJAC) and the Court Executives Advisory Committee (CEAC) (TCPJAC/CEAEC Joint Rules Subcommittee)	AM	The JRS notes the following impact to court operations: <ul style="list-style-type: none"> <li>• Impact on existing automated systems.</li> <li>• Impact on local or statewide justice partners.</li> <li>• Results in additional training, which requires the commitment of staff time and court resources.</li> </ul> <b>Suggested Modifications</b>	Thank you for your response.

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		<p>Current CLETS-001 has fields to provide demographic information and address information for the restrained person. The new form has removed these fields and the Invitation states the reason for the removal as:</p> <p><i>“Finally, the committee recommends removing information that is unlikely to be helpful in enforcing an order (e.g., a protected person’s vehicle and license plate number and a restrained person’s employer or occupation) or is already included on the restraining order (e.g., a restrained person’s address).”</i></p> <p>However, the form also includes instructions to the protected person that if the information on the form changes, they are to complete a new form and file it with the court. CLETS-001 is the appropriate mechanism for the protected person to provide this new or changed information to law enforcement, and therefore should remain on the form. By removing the information/fields mentioned above, a protected person cannot complete a new CLETS-001 if the information changes after the filing of the TRO or permanent order. Also, it appears that at least some of the omitted information could be helpful for enforcement, i.e., the restrained party’s employer.</p>	
		<b>Response to Request for Court Comments:</b>	<p>The committees agree that knowing the restrained person’s employer could be helpful for enforcement and have added the name and address of the restrained person’s employer to the proposed form. In response to another comment, the committees recommend revising the instruction to not require that the petitioner complete the form if information changes. Instead, it would be optional for the petitioner to submit another form if information changes. In speaking with the Department of Justice, they note that if information from form CLETS-001 conflicts with the order itself, the order would control. Therefore, if information changes that would need to be reflected on the order itself, the protected party should submit an amended order.</p> <p>Thank you for your response. The committees</p>

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	Commenter	Position	Comment	Committee Response
			1. No, the proposal will not provide cost savings. 2. To implement the court will have to update procedures and train judicial officers and staff – anticipate minimal impact. Case management systems may also need to be updated but anticipate minimal impact. 3. 3 months appears to be sufficient time for implementation. 4. Do not anticipate that court size will make a difference on how well the proposal works.	agree that three months provides sufficient time to implement this proposal.
			<b>Response to Request for Specific Comments:</b> 1. If modified as set out above, the proposal appropriately addresses the state purpose relating to the CLETS form. 2. Yes, the proposal appropriately addresses the state purpose relating to the continuance forms and will be very helpful to the parties and the court.	Thank you for your response.

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