

SUPERIOR COURT of CALIFORNIA, COUNTY of SONOMA

Civil Division

600 Administration Drive, Room 107-J

Santa Rosa, CA 95403-2878

(707) 521-6500

Hours: 8:00 a.m. – 3:30 p.m.

www.sonoma.courts.ca.gov

WORKPLACE VIOLENCE FORMS AND INFORMATION

Included in this packet are the forms needed to file a Petition to Stop Workplace Violence. The following forms are included in this packet:

How Do I Get an Order to Prohibit Workplace Violence?.....	WV-100-INFO
Petition for Workplace Violence Restraining Orders.....	WV-100
Notice of Court Hearing.....	WV-109
Temporary Restraining Order.....	WV-110
What Is "Proof of Personal Service"?	WV-200-INFO
Proof of Personal Service	WV-200

Petitions for Ex Parte Orders re: Workplace Violence are reviewed by a judge each morning between 8:30 a.m. and 10:00 a.m. If you would like the judge to review your forms the day you drop them off, you must be here between 8:00 a.m. and 8:25 a.m. Forms which are received in the Clerks Office after 8:25 a.m. will be submitted to the Judge for review on the next court business day. Your copies of the signed orders may be picked up in Room 107-J after 2:00 p.m. and before 3:00 p.m.

Pursuant to Code of Civil Procedure Section 527 you may be required to pay a fee for filing a Petition Prohibiting Violence or Threats of Violence against an Employee (Workplace Violence) if there has been no violence or threat of violence.

Please note: These forms can be used only by an **employer** of a person who is suffering unlawful violence or a credible threat of violence. If anyone other than the employer wishes to apply to the court for an order prohibiting harassment, see the Judicial Council's *Instructions for Lawsuits to Prohibit Harassment (form CH-150)*.

Clerks of the court are not allowed to give legal advice or assistance with court proceedings. Legal services are available in the community, some resources are listed below:

- Legal Aid 707-523-8823
- Lawyer Referral (Sonoma County Bar Assn) 707-546-5297
- Legal Services Foundations 707-546-2924