

SUPERIOR COURT of CALIFORNIA, COUNTY of SONOMA

Civil Division

3055 Cleveland Ave

Santa Rosa, CA 95403-2122

(707) 521-6610

Hours: 8:00 a.m. – 3:30 p.m.

www.sonoma.courts.ca.gov

Civil Self-Help Center

(707) 521-6534

SelfHelp@SonomaCourt.org

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
Confidential CLETS Information.....	CLETS-001
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 8:30 a.m. Forms which are received in the Clerk’s Office after 8:30 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 the Clerk’s Office at the Civil and Family Courthouse located at 3055 Cleveland Ave Santa Rosa, CA 95403 after 2:30 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 707-542-1290
- Lawyer Referral (Sonoma County Bar Assn) 707-546-5297
- Legal Services Foundations 707-546-2924