



Cover Sheet:	Request to Continue Hearing - Domestic Violence
Effective Date:	December 23, 2016
Last Revision Date:	March 5, 2024
Purpose:	These forms are used to continue the hearing and temporary orders for a Domestic Violence Restraining Order when more time is needed to serve or respond to the Request for Domestic Violence Restraining Order.
Assistance:	Parties who are acting as their own attorneys may receive help from the Self Help Center to complete these forms. You may contact the Self Help Center through the Court's website, by creating an e-Correspondence account, or visit the Self Help Center in person, Monday through Thursday.
Required Forms:	All forms are Judicial Council forms, unless otherwise indicated: <ul style="list-style-type: none">• Request for Court Hearing, DV-115• Order on Request to Continue Hearing, DV-116• Family Law Case Participant Enrollment Form (Party), local form FL/E-LP-665• Document Drop-Off Sheet for Domestic Violence and Elder Abuse Restraining Orders, and Ex Parte Applications (Family Law and Probate), local form FL-E/LP-668
Optional Forms:	This form is included for information only: <ul style="list-style-type: none">• How to Ask for a New Hearing Date, DV-115-INFO Use this form if you are requesting the continuance because you have been unable to serve the Restrained Party: <ul style="list-style-type: none">• Order Granting Alternative Service, DV-117
Filing Fee:	None.
Copies:	The Court does not require additional copies of these forms.
Before You File:	The Court requires that you include an address on your forms where you can receive mail regarding the case you are filing. This address does not have to be the place where you live. Court documents and court files are public record and whatever address is included on your forms will be seen by the other party and anyone else who looks at the Court file.
Filing:	All forms must be typewritten or printed in blue or black ink. (See California Rules of Court, Rules 2.100-2.119) Forms may be filed electronically or in person as follows:



	<p>e-Delivery: Instructions on how to submit them electronically can be found at https://www.saccourt.ca.gov/restraining-orders/domestic-violence.aspx</p> <p>In Person: Forms may be filed in person between the hours of 8:30 am and 4:00 pm. You must make an appointment online or obtain a ticket from Reception to file in person.</p> <p>If the forms are filed before 1:00 pm, you will receive a response from the Judge on the same day.</p>
<p>Next Steps:</p>	<p>After filing these documents, you will be contacted with instructions on how to retrieve the order and attend the court hearing.</p> <p>If you will need an interpreter at the hearing, please call (916) 875-2620 at least 10 days before the hearing. You will be asked to provide your name, case number, and the language needed.</p>

1 You may need to ask for a new court date if:

- You are the **protected party** and are unable to have form [DV-109](#), *Notice of Court Hearing*, and other papers served in time before your court date.
- You are the **restrained party** and it is your first time asking the court to reschedule your court date.
- You have a good reason for needing a new court date (the court may grant your request to reschedule your court date on a showing of “good cause”).

2 What does form DV-115 do?

Use form [DV-115](#) to ask the court to reschedule your court date. If your court date is rescheduled and a *Temporary Restraining Order* (form [DV-110](#)) was granted, that order will be extended until the end of your new court date, unless the court decides to modify or terminate it. “Extend” means to keep any temporary orders in effect until the new court date.

3 Follow these steps:

- Fill out all of form [DV-115](#).
- Fill out items ① through ② on form [DV-116](#), *Order on Request to Continue Hearing*.
- The judge will need to review your papers. In some courts, you must give your papers to the clerk. Ask the court clerk for information on how you ask the judge to review your papers.
- After you turn in your forms as required by your local court, check with the clerk’s office to see if the judge approved (granted) your request to reschedule your court date.
- If the judge signed form [DV-116](#), you will have a new court date. If the judge did NOT sign the form, you should go to court at the date, time, and location that is on form [DV-109](#).
- Next, file both forms [DV-115](#) and [DV-116](#) with the clerk. The clerk will make up to three file-stamped copies for you. Keep at least one copy to bring to your court date.
- The other party must be served a copy of the court papers as described in item ⑥ on form [DV-116](#).
- Ask the person who serves the papers to complete a proof of service form and give it to you. If service was in person, use form [DV-200](#), *Proof of Personal Service*. If service was by mail, use form [DV-250](#), *Proof of Service by Mail*. Make two copies of the completed forms.
- File the completed and signed proof of service form with the clerk’s office before your court date.
- If the court reschedules your court date and extends the expiration date of the temporary restraining order to the end of your new court date, the clerk will send the restraining order to law enforcement or CLETS for you. CLETS is a statewide computer system that lets police know about the order.

4 Go to your court date

- Take at least two copies of your documents and filed forms to your court date. Include a copy of the filed proof of service form. Your documents may include exhibits, declarations, and financial statements, and the court may enter them into evidence at its discretion.
- If the protected party does not go to the court date, the temporary domestic violence restraining orders will expire on the date and time of the court date. If the restrained party does not go to the court date, the court can still make orders against them that can last for up to five years.

5 Need help?

Ask the court clerk about free or low-cost legal help. For a referral to a local domestic violence or legal assistance program, call the [National Domestic Violence Hotline](#): 1-800-799-7233 (TDD: 1-800-787-3224). It’s free and private. They can help you in more than 100 languages.

Clerk stamps date here when form is filed.

Instructions: Use this form to ask the court to reschedule the court date listed on form **DV-109**, *Notice of Court Hearing*. Read form **DV-115-INFO**, *How to Ask for a New Hearing Date*, for more information.

1 My Information

a. My name is: _____

b. I am the:

(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 other party to notify you in this case. If you want to keep your home address private, you can use another address like a post office box or another person's address, if you have their permission. If you have a lawyer, give your lawyer's address and contact information.

Address: _____

City: _____ State: _____ Zip: _____

My 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 My Case**

a. The other party in this case is (full name): _____

b. I have a court date currently scheduled for (date): _____

This is not a Court Order.

3 Is a Temporary Restraining Order in effect?

- Yes. Date the order was made, if known: _____
Please attach a copy of the order if you have one.
- No.
- I don't know.

Notice: If your court date is rescheduled, the *Temporary Restraining Order* ([form DV-110](#)) will remain in effect until the end of the new court date, unless otherwise ordered by the court.

4 Why does your court date need to be rescheduled?

- a. I am the person asking for protection, and I need more time to have the restrained party personally served.
- b. I am the restrained party, and this is my first request to reschedule the court date.
- c. Other reason: _____

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

Date: _____

Lawyer's name, if you have one

▶ _____
Lawyer's signature

Clerk stamps date here when form is filed.

(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. [] The request to reschedule the court date is denied.

Your court date is: _____

(1) Any Temporary Restraining Order (form DV-110) already granted stays in full force and effect until the next court date.

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

b. [] The request to reschedule the court date is granted. The new court date is listed below. See 4-9 for more information.

New Court Date

Date: _____ Time: _____ Dept.: _____ Room: _____

Name and address of court, if different from above: _____

Fill in court name and street address:

Superior Court of California, County of _____

Fill in case number:

Case Number: _____

4 Option to Attend Court Hearing By Phone or Videoconference

You may attend your court date remotely, such as by phone or videoconference. For more information, go to the court's website for the county listed above. To find the court's website go to: www.courts.ca.gov/find-my-court.htm.

5 Temporary Restraining Order

a. [] There is no Temporary Restraining Order (TRO) in this case until the next court date because:

(1) [] A TRO was not previously granted by the court.

(2) [] The court terminates (cancels) the previously granted TRO because: _____

b. [] A Temporary Restraining Order (TRO) is in full force and effect because:

(1) [] The court extends the TRO previously granted on (date): _____

It now expires on (date): _____ (If no expiration date is listed, the TRO expires at the end of the court date listed in 3b).

(2) [] The court changes the TRO previously granted and signs a new TRO (form DV-110).

c. [] Other (specify): _____

Warning and Notice to the Restrained Party: If 5b is checked, a domestic violence restraining order has been issued against you. You must follow the orders until they expire.

This is a Court Order.



6 Reason Court Date Is Rescheduled

a. There is good cause to reschedule the court date (*check one*):

- (1) The protected party has not served the restrained party.
- (2) Other (*explain*):

b. This is the first time that the restrained party has asked for more time to prepare.

c. The court reschedules the court date on its own motion.

7 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 this order and a copy of all documents listed on form [DV-109](#), item **6**, 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) The court gives you permission to serve the restrained party as listed on the attached form DV-117.

(5) 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.



8 No Fee to Serve

The sheriff or marshal will serve this order for **free**.
Bring a copy of all the papers that need to be served to the sheriff or marshal.

9 Other Orders

10 Attached pages (*All of the attached pages are part of this order.*)

- a. Number of pages attached to this three-page form: _____
b. Attachments include forms (*check all that apply*):
 DV-110 DV-820 Other: _____

Judge's Signature

Date: _____

Judge or 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 for *Disability Accommodation Request (form MC-410)*. (Civil Code section 54.8.)

Instructions to Clerk

If the hearing is rescheduled and the court extended, modified, or terminated a temporary restraining order, then 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 on Request to Continue Court Hearing (Temporary Restraining Order) (CLETS-TRO)* (form DV-116) is a true and correct copy of the original on file in the court.

Date: _____ Clerk, by: _____, Deputy

This is a Court Order.

Important Notice about Access to Your Case

Court orders, minute orders, and child custody mediation reports are available online using our Public Case Access System. Access to court orders and minute orders provides you with information on what the court ordered in your case. Access to child custody mediation reports is necessary so that you know what child custody, visitation, or other suggestions the mediator recommended to the court.

To get secure access to your case online, you must complete and submit to the court the attached Family Law Case Participant Enrollment Form - Party, along with a copy of your driver's license, to create or update an account on our Public Case Access System. A separate form must be filed for each case or when you change your email address.

Once you complete the form, you may submit it in person at the courthouse at the public service counter or use the Drop Box. You may also submit it by US Mail at 3341 Power Inn Road, Sacramento, CA 95826.

Submitting the form as soon as possible is important because it may take two to five days to be processed from the date of receipt.

Once your access is set up you will receive an email letting you know that you are subscribed to your case. If you do not receive an email notifying you that you are subscribed to your case during the timeframes identified above, please inform the court using our Contact Us page at:

<https://www.saccourt.ca.gov/contact.aspx>

CONFIDENTIAL

CASE PARTICIPANT NAME: STREET ADDRESS: CITY/STATE/ZIP CODE: TELEPHONE NO.: E-MAIL ADDRESS <i>(must be legible)</i>	<i>FOR COURT USE ONLY</i>
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SACRAMENTO STREET ADDRESS: 3341 Power Inn Road CITY AND ZIP CODE: Sacramento, CA 95826 BRANCH NAME: William R. Ridgeway Family Relations Courthouse	
PETITIONER/PLAINTIFF: RESPONDENT/DEFENDANT: CLAIMANT:	
FAMILY LAW CASE PARTICIPANT ENROLLMENT FORM (PARTY)	CASE NUMBER:

You may access orders for law and motion hearings, and mediation reports prepared by Family Court Services using the court's online Public Case Access System. Access is available at no charge from the time the court creates your case subscription.

INSTRUCTIONS

To setup your account you must:

- File this form with the court with a copy of your **driver license or a state or federal issued photo identification card**.
- A separate form must be filed for each of your Family Law cases.
- Once the court has created your subscription to your case, you will receive a confirming email. You must follow the instructions in that email to complete the process.
- Once your subscription is completed, you will receive an email notification each time an order or report is added to your case.

I, _____, request that the court create an account and/or subscription to my Family Law case.

I declare that my private email address is *(must be legible)*:

(Please use Ø for zero, 1 for one and clearly differentiate i, L, S, 5, 3, and 8's)

I understand if I change my e-mail address I must file a new enrollment form with the court.

I acknowledge that confidential mediation reports contain private information that is not part of the public court file. I understand that without a court order, I must not disclose any contents of the Report to anyone (including any minor children) other than the parties to my case (Petitioner/Respondent/Claimant), their attorneys and court professionals. I acknowledge that the court may impose a penalty for any unauthorized disclosure of any content of the Family Court Services report.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF DECLARANT)



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF SACRAMENTO
FAMILY LAW & PROBATE DIVISION**

**DOCUMENT DROP-OFF SHEET FOR
DOMESTIC VIOLENCE AND EX PARTE APPLICATIONS
(FAMILY LAW AND PROBATE CASES)**

Case Number: _____

Case Name: _____

Moving/Filing Party's Name: _____

Moving/Filing Party's Contact Phone Number: _____

Moving/Filing Party's Email Address: _____

I need an interpreter at the hearing for the following language: _____

The following must be completed for Ex Parte Applications only.

Opposing/Responding Party's Name: _____

Opposing/Responding Party's Phone Number: _____

Opposing/Responding Party's Email Address: _____

When orders are ready for pick up the court will contact you by telephone with instructions.

This form is attached to (check one): DV-116 Other: _____

1 Serving the Restrained Party

Protected party: You must have the restrained party served by following the orders below.

(a) **Deadline:** You must serve the restrained party by (date): _____

(b) **Papers to Serve** (check all that apply):

- (1) A copy of this order, including form DV-116
 (2) Form DV-210
 (3) All the documents indicated on form DV-109, item ⑥
 (4) Other:

(c) **How to Serve Papers**

(1) **Substituted Service**

- (A) **Home or mailing address:** You must have your server (1) leave a copy of all the papers listed ①b at the restrained party's home or usual mailing address with an adult that lives there, and (2) mail a copy to the restrained party to the same address.
 (B) **Workplace:** You must have your server (1) leave a copy of all the papers listed in ①b at the restrained party's workplace with someone who seems to be in charge, and (2) mail a copy to the restrained party at the same workplace.

(2) **Publish in a newspaper**

- (A) You must have form DV-210 published at least once a week for 4 weeks in a row with the newspaper listed here: _____
 (B) If you find an address for the restrained party while form DV-210 is published in the newspaper, you must have someone mail all the papers listed in ①b to that address.

(3) **Post papers at the courthouse**

- (A) You must have your server post form DV-210 for 28 days in a row at the courthouse located at (address): _____
 (B) You must have your server mail a copy of the papers listed in ①b to the restrained party's last known address:
 (C) If you find an address for the restrained party, you must have your server mail all the papers listed in ①b to that address.

(4) **Other:** _____

For more information on alternative service, read form DV-205-INFO, What if the Person I Want Protection from is Avoiding (Evading) Service?

2 Findings That Support This Order

- (a) The protected person has made diligent efforts to have the restrained party personally served but has been unsuccessful.
 (b) There is reason to believe that the restrained party is avoiding (evading) service.

This is a Court Order.