

Sacramento Superior Court

Family Relations Courthouse – Document Drop-Off Sheet Required During Court Closure for the following:

- Domestic Violence and Elder Abuse Restraining Orders
- Emergency Family Law Applications (Ex Partes) – Monday through Friday, 8:30 am and 10:30am
- Ex Parte Emergency Petitions for Temporary Conservatorship and Guardianship

(A separate sheet must be completed and attached to each sorted bundle. The last page of the original and each copy of the filing must be time/date stamped on the **backside.**)

Filing Party's Name: _____

Filing Party's Contact Phone Number: _____

For Emergency Family Law Applications (Ex Partes) and Ex Parte Emergency Petitions for Temporary Conservatorship and Guardianship only:

Other Party's Name _____

Other Party's Phone Number _____

When filings and orders are ready for pick up the court will contact you by telephone or by email with instructions. If you would prefer to be contacted by email please provide information under filing party's contact phone number section of this form.