SAN LUIS OBISPO COUNTY SUPERIOR COURT FAMILY LAW DEPARTMENT

Preparing Requests for Domestic Violence Restraining Orders and Responses

<u>Self-Help Materials</u>: The Court maintains self-help materials for domestic violence restraining orders and responses on the Court's website at <u>https://www.slo.courts.ca.gov/sh/selfhelp-domesticviolence.htm</u>.

<u>Document Preparation</u>: The Court's website provides options for preparing a request for a domestic violence restraining order, as well as a response to a request for restraining order. Please note the Court's Self-Help Center is temporarily closed and is not able to assist with the paperwork at the present time.

Option 1: Odyssey Guide and File. From the "Domestic Violence Restraining Order" page, under the heading entitled "Do It Yourself," click on either "Domestic Violence Restraining Order Request (eFile)," or "Domestic Violence Restraining Order Response (eFile)." The link leads to the Odyssey Guide and File program, which uses a series of interview questions to prepare the forms and e-files the papers with the Court.

<u>Option 2: Online Document Preparation (Print and File Option)</u>. From the "Domestic Violence Restraining Order" page, under the heading entitled "Do it Yourself," click on "<u>Domestic Violence Restraining Order Request (Print and File)</u>." This option allows petitioners to save and print the documents once they are completed. Print and file the documents as instructed below. Please note this option does not include an option for preparing a Response to a Domestic Violence Restraining Order.

<u>Option 3: Download and Print Forms</u>. From the "Domestic Violence Restraining Order" page, under the heading entitled "Filing and Serving Instructions," click on "<u>Forms and</u> <u>Instructions Info Sheet</u>." File the completed documents as instructed below.

<u>Filing the Papers</u>: Pursuant to the Local Rules, all papers submitted by counsel shall be e-filed. Self-represented litigants may e-file by using the Guide and File Option, or by following the instructions on the Court's website at <u>https://www.slo.courts.ca.gov/os/efiling.htm</u>; or may file papers by mailing them to the Court, or placing them in the drop boxes located at the San Luis Obispo Courthouse (Monterey and Palm Street entrances). Information is posted on the drop boxes with instructions to call the Clerk's Office after dropping off the papers. The Clerk's Office will provide further instructions for pickup of the signed orders, photocopying, and access to services by the Sheriff for service of the paperwork on the restrained person.