ROBINSON RANCHERIA TRIBAL COURT
1545 E. Highway 20 Nice, CA 95464
Telephone: (707) 289-1961
Website: https://rrcbc-nsn.gov/tribal-government/tribal-court/

PUBLIC GUIDE INFORMATION SHEET
TOPIC: Civil Harassment/Instructions to fill out Civil Harassment Petition

How to Fill Out a Civil Harassment Petition (no Domestic Violence), Form RO-100. Please read these instructions before filling out the form. If you have questions, please contact the Clerk of the Court. While Court staff cannot provide you with legal advice, staff may be able to provide you with referrals and resources to those who can assist you.

Information of Person Filing Form
Name: Write your full name.
Address: Write your street address, city and zip code.
Phone: Write the phone that you can be reached at most easily.
I am**:** If you are the person filing this petition, please put a check next to "Petitioner." If you are a lawyer or advocate who is representing someone else, please put a check next to "Attorney/Advocate for" and write the name of the person/tribe you are representing in the space below.

Case No.: You do **not** need to fill in the case number. The Tribal Court will fill this in.

Name of Petitioner and Name of Respondent
In the chart on the right-hand side write the name of the Petitioner and Attorney, and provide the Petitioner's physical address, phone number, and email address, if Petitioner has one. If Petitioner resides on the Rancheria, check the "On Rancheria" box.

In the chart on the left-hand side, write the name of the Respondent – the person you are asking the court to restrain. If they have an attorney, write the attorney's name. Write the Respondent's physical address, phone number, and email address, if known to you. If Respondent resides on the Rancheria, check the "On Rancheria" box.

Notice to Petitioner
This section explains the limitations of the Tribal Court in issuing a restraining order. If you need a restraining order for off the rancheria, or for a restraining order that lasts for more than 14 days, you should check with the Superior Court in the county where you live about filing for a county-based restraining order.

Question 1:
Fill in the Petitioner's name in the blank space.

Question 2:
Check off the box or boxes you wish the Tribal Court to order.

The first box asks the Tribal Court to restrict the Respondent from the Rancheria. The Tribal Court is not likely to order this if the Respondent lives or works on the Rancheria. However, the Tribal Court

can take other steps, like allow someone on the Rancheria only when they are working and possibly restrict their movements while on the Rancheria.

The second box requests that Tribal Court order the Respondent to not contact the Petitioner on the Rancheria – this includes contact by phone, text, email, social media, and in person.

The third box requests that Tribal Court order the Respondent to not harass the Petitioner, including in person, text, phone, or any other means.

Question 3:
This is the area where you explain what happened that made you seek a restraining order. The statement must meet the legal requirement that 'great or irreparable harm will occur' to you without the restraining order. Great or irreparable harm refers to harm that is so extreme that you or your situation will not be the same if the Respondent harms you. You should include specific facts in your description. For example, if you describe harassment, you should include the date, location, what type of harassment occurred including anything that was said or any threats made, and the circumstances leading up to the harassment. If harassment or threats were in writing, such as texts or emails or notes, include copies. Describe any property damage and include pictures if you have them. Include any other relevant information that would show that great or irreparable harm might occur.

Question 4:
You have to attempt to give the Respondent notice of the petition or ask the court to grant the order without notice to the Respondent.

Check the boxes that apply. Notice can be giving them a copy of the petition in person, by email, or text. You can tell them about the petition by phone or ask the Tribal Police give the Respondent the petition.

Be sure to fill in the date you told the Respondent about the Petition.

If you gave notice to the Respondent, you can skip Question 5.
OR
If you have not given notice to the Respondent, check the last box in Question 4 and complete Question 5.

Question 5:
If you have not been able to tell the Respondent about the petition, or if you do not think you should have to because of the situation, you must complete Question 5. In some circumstances, the court may initially grant the Restraining Order without notifying the Respondent but they will still have a chance to fight the Restraining Order after they receive notice from the court.

Describe what you did to try to tell the Respondent about the petition. This means that if you went to their house but they were not home, and didn't answer their phone when you called, you would write that in Question 5.