

Clerk stamps date here when form is filed.

 CONFIDENTIAL PUBLIC VERSION (REDACTED)

1 Parties in This Case

- a. Person who requested restraining order (form CH-100, item ①):

Full Name: _____

- b. Person to be restrained (form CH-100, item ②):

Full Name: _____

Fill in court name and street address:

Superior Court of California, County of

2 Person Making Request for Confidentiality

Full Name: _____

(Court will complete item ③ if request is denied or items ④–⑬ if request is granted or partially granted.)

Court fills in case number when form is filed.

Case Number:

3 Court Denied Request or More Information Needed

Instructions to Clerk: If item ③ is checked, file page 1 in a public file and discard pages 2–6.

- a. **Denied.** The request to keep information of a minor or minors confidential is denied.

- (1) **The court will NOT make a decision on the Request for Civil Harassment Restraining Order (form CH-100).** The request for restraining order and proposed order forms must be returned to the requester personally, destroyed, or deleted from electronic files and not filed with the court unless the person requesting the restraining order agrees to file them without any changes.
- (2) **The court will make a decision on the Request for Civil Harassment Restraining Order (form CH-100).** The request for restraining order and any accompanying orders will be filed in the public file.

- b. **More information is needed for court decision.** You must go to court on the date and time below. At the court date, you must provide more information on why you need the court to make information confidential.

Name and address of court if different from above:

Hearing Date

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

- c. If item ③ is checked, only this page of this order form will be issued. All other pages may be discarded.

Date: _____

*Judge (or Judicial Officer)***This is a Court Order.**

Court will complete the rest of this form if the request is partially or fully granted.

4 Court Granted Request

- a. **Granted in full.** The request to keep the information of a minor or minors confidential is granted in full. Details of the order are stated below in items ⑤–⑫.
- b. **Partially granted.** The request to keep the information of a minor or minors confidential is granted only in part. Details of the order are stated below in items ⑤–⑫.

5 Findings

- The court finds all of the following (*all of these findings are required if granting in full or in part*):
- a. The right to privacy of the minors listed in item ⑥ overcomes the public's right of access to the information;
- b. There is a substantial probability that the interests of the minors listed in item ⑥ will be prejudiced if the information is not kept confidential;
- c. The order is narrowly tailored; and
- d. No less restrictive means exist to protect the privacy of the minors in item ⑥.

6 Minors Subject to This Order

This order protects the information listed in item ⑦ for the following minors:

- a. Name: _____
- b. Name: _____
- c. Name: _____
- d. Name: _____

Check here if there are additional minors. Attach a sheet of paper and write "Attachment 6—Additional Minors" for a title.

References in this order to “the minor” refer to all minors listed here.

7 Information to Be Kept Confidential From Public

WARNING: Unless authorized by the court or by law, if the information listed below is misused or disclosed to anyone other than law enforcement you may be sanctioned up to \$1,000 or face other court penalties. See Code of Civil Procedure section 527.6(v)(3) for the limited situations in which disclosures can be made without a court order.

The following information must be kept confidential and not viewable by the public. (*Check all that apply.*)

- a. **Name of minor**

True name of minor in item ⑥ <i>(to be kept confidential)</i>	Initials viewable by the public <i>(to be used in redacted version)</i>
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This is a Court Order.

b. **Address of minor**

The following addresses of the minors listed in item ⑥ must be redacted and must not be viewable by the public: _____

c. **Information relating to minor (check one):**

- (1) The information CIRCLED in the attached copy of form CH-100 or other document or form is made confidential by this order.
- (2) The information below is made confidential by this order:

Location of Information <i>(for example, form #, page #, paragraph #, line #, attachment #, or exhibit #)</i>	Information to Be Redacted <i>(not viewable by the public)</i>

(a) _____

(b) _____

(c) _____

(d) _____

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper and write "Attachment 7c(2)" for a title.

d. **Other:**

This is a Court Order.

8 Information to Be Kept Confidential From the Restrained Person

The restrained person (*full name*), _____, will have access to the following information checked in item **(7)** to comply with the protective order and prepare a response:

- a. All the information, unredacted.
- b. All the information except for the following:

Check here if there is not enough space for your answer. Put your complete answer on an attached sheet of paper, and write "Attachment 8b" for a title.

9 People Who May Have Access to Unredacted Court Documents

- a. The minor's (*check all that apply*):
 - (1) School and after-school program
 - (2) Childcare provider
 - (3) Supervised visitation provider
 - (4) Other (*name*): _____
- b. may be given copies of unredacted documents from this case with the following information:
 - (1) Minor's name
 - (2) Minor's address
 - (3) Minor's information listed in item 7c.
- c. Law enforcement may have access to any information in this case that is necessary to enforce the restraining order.

This is a Court Order.

(10) Responsibility for Redacting All Forms and Documents

- a. All forms and documents submitted with the request for confidentiality **must be redacted and filed with the court** no later than *(number of court days or date)* _____ by the:
- (1) Court
(2) Person making the request
(3) Other _____
- b. The redacted documents must be filed in a public file and the unredacted documents must be filed in a confidential file.

(11) Court Records and Hearings

The information listed in item **(7)** must NOT be disclosed by the court in any:

- a. Registers of actions, indexes, court calendars, court transcripts, or minute orders in this case, or any civil case with the same parties, in the State of California.
- b. Future court hearings, including any documents introduced during a hearing in this case, or any civil case with the same parties, in the State of California.

(12) To All Parties

- a. The information made confidential by this order must NOT be made public in this case, or any other civil case with the same parties in the State of California.
- b. If you file a document in this case or any case noted above in 12a that includes information listed in item **(7)**, you must attach *Cover Sheet for Confidential Information* (form CH-175) to the front, and include a copy of this order if there is not already one in the case.

This is a Court Order.

(13) To the Person Making the Request for Confidentiality

You must do the following:

- a. Have a copy of each form listed in item c below **personally served** on (given to) the restrained person.
(See form CH-200-INFO to find out how to meet this requirement. Personal service is required when the protected person is making this request and when forms CH-100, CH-109, and CH-110 have NOT been served on the restrained person.)
- b. Have a copy of each form listed in item c mailed to the:
 - (1) Restrained person
 - (2) Protected person
 - (3) Other: _____*(See form _____, Proof of Service by First-Class Mail - Civil, to find out how to meet this requirement.)*
- c. Forms to serve:
 - (1) Form CH-170, *Notice of Order Protecting Information of Minor*
(Form CH-170 should be the first page with all other forms stapled behind it.)
 - (2) Form CH-100, *Request for Civil Harassment Restraining Orders*
 - (3) Form CH-109, *Notice of Court Hearing*
 - (4) Form CH-110, *Temporary Restraining Order*
 - (5) Form CH-160, *Request to Keep Minor's Information Confidential*

Unredacted Redacted (if item 8b on CH-165 is checked)
 - (6) Form CH-165, *Order on Request to Keep Minor's Information Confidential*

Unredacted Redacted (if item 8b on CH-165 is checked)
 - (7) Form CH-175, *Cover Sheet for Confidential Information* (leave blank)
 - (8) Other: _____

Date: _____

Judge (or Judicial Officer)

Instructions to Clerk

1. The originals of all unredacted documents containing the information checked in item (7) must be kept in a confidential file and must NOT appear in any **register of action, calendar, index, minute order, or transcript** in this case, or any civil case with the same parties, in the State of California.
2. For any copies provided that include confidential information, use *Notice of Order Protecting Information of Minor* (form CH-170) as a cover sheet for each set of forms.
3. Any information listed in item 8b must not be available to the restrained person and must be filed in a confidential file.

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