RT-109   **Notice of Court Hearing**

(1) Retail Establishment

Name: _____

DBA *(if applicable):* _____

(2) Attorney Filing Petition

a. Name:

_____

   State Bar No.: _____

   Firm or Office Name: _____

b. Address: _____

   City: _____ State: _____ Zip: _____

   Telephone: _____ Fax: _____

   Email Address: _____

Fill in court name and street address:

Superior Court of California, County of

Fill in case number:

Case Number:

(3) Respondent

Full Name: _____

The court will complete the rest of this form.

(4) Notice of Hearing

A court hearing is scheduled on the request for restraining order against the respondent:

Name and address of court if different from above:

Hearing Date → Date: _____ Time: _____ _____

   Dept.: _____ Room: _____ _____

To the person in (3):

- If you attend the hearing (in person, by phone, or by videoconference) and the judge grants a restraining order against you, the order will be effective immediately, and you could be arrested if you violate the order.

- If you do not attend the hearing, the judge may still grant the restraining order, which could last up to two years. After you receive a copy of the order, you could be arrested if you violate the order.

Judicial Council of California, courts.ca.gov
New July 1, 2025, Mandatory Form
Penal Code, § 490.8(e)

Notice of Court Hearing
(Retail Crime Prevention)

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(5) **Service of Documents by Petitioner**

At least ☐ **five** ☐ _____ **days before the hearing**, someone age 18 or older—**not anyone involved in the case**—must personally give (serve) a court file-stamped copy of this form RT-109 to the respondent along with a copy of all the forms indicated below:

a. RT-100, *Petition for Retail Crime Restraining Order* (file-stamped)

b. RT-120, *Response to Petition for Retail Crime Restraining Order* (blank form)

c. RT-120-INFO, *How Can I Respond to a Petition for Retail Crime Restraining Order?*

d. ☐ Other *(specify):* _____

Date: _____

_____
Judicial Officer

To the Petitioner:

- The court cannot make the restraining orders after the court hearing unless the respondent has been personally given (served) a copy of your request. To show that the respondent has been served, the person who served the forms must fill out a proof of service form. Form POS-020, *Proof of Personal Service—Civil,* may be used. File the completed form with the court before the hearing, and bring a copy with you to the court hearing.

- Your attorney must attend the hearing if you want the judge to make any of the orders you requested on form RT-100, *Petition for Retail Crime Restraining Order.* Bring any evidence or witnesses you have.

- For more information, read form RT-100-INFO, *How Do I Get an Order to Prohibit Retail Crime?*

To the Respondent:

- If you want to respond to the request for orders in writing, file form RT-120, *Response to Petition for Retail Crime Restraining Order*, and have someone age 18 or older—**not you or anyone involved in the case—**mail it to the petitioner.

- The person who mailed the form must fill out a proof of service form. Form POS-030, *Proof of Service by First-Class Mail—Civil*, may be used. File the completed form with the court before the hearing, and bring a copy with you to the court hearing.

- Whether or not you respond in writing, go to the hearing if you want the judge to hear from you before making an order. You may tell the judge why you agree or disagree with the orders requested.

- You may bring witnesses and other evidence.

- You are entitled to representation by court-appointed counsel. You may request such representation on form RT-120, *Response to Petition for Retail Crime Restraining Order*.

- For more information, read form RT-120-INFO, *How Can I Respond to a Petition for Retail Crime Restraining Order?*

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 courts.ca.gov/rules-forms/find-your-court-forms for *Disability Accommodation Request* (form MC-410). (Civ. Code, § 54.8.)

(Clerk will fill out this part.)

—Clerk's Certificate—

I certify that this *Notice of Court Hearing* is a true and correct copy of the original on file in the court.

Clerk's Certificate
[seal]

Date: _____   Clerk, by _____ , Deputy