

Kern County Superior Court
REQUEST FOR ORDER FLOW CHART
Emergency (ex-parte)

Request for Order: What it is and how it works:

*Pending case or after a judgment.
Used to make decisions about specific issues in your case. It allows you to address urgent matters before a judge without having to wait for your entire case to be settled or to change orders.

For Emergency (ex-parte) hearings there **must** be an emergency. For example: Immediate danger or irreparable harm or immediate loss or damage to property.

Can be filed by either party.

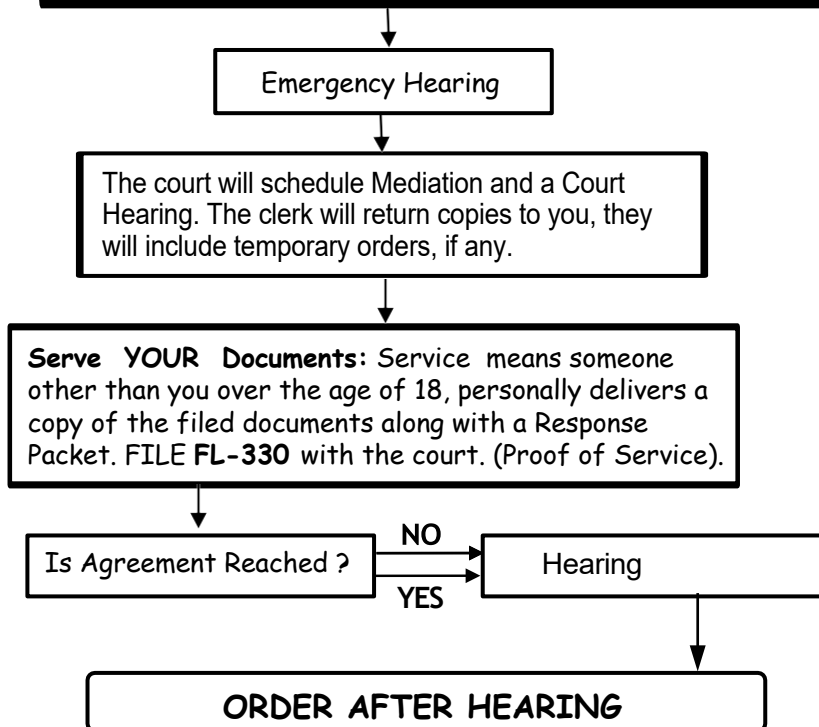
*Order Shortening Time has a different process

Prepare and File: FL-300, Use MC-025 to write all relevant facts and relief sought; FL-105 UCCJEA; FL-311 Child Custody and Visitation; FL-305 Proposed Temporary Orders; FL-303 Declaration regarding notice. Make 2 copies and File. There is a fee- if you cannot afford the fee you may complete an Application for Fee Waiver.

NOTICE: Notice by text/call/e-mail **MUST** be given to the Other Party **by 8:30am on the day (business day) before the hearing.**

FILE: Forms **MUST** be filed with the Family Law Department **no later than 12:00pm the day (business day) before the hearing.**

SERVICE: Serve a copy to the Other Party **no later than 1:00pm the day before the hearing.** File Proof of Service.



Form packets are available at: Family Law Facilitator Information window - Outside adjacent to the Court's front door
1215 Truxtun Avenue, Bakersfield, CA 93301.

This chart shows the basic outline of a Request for Order. Please consult with an attorney for legal advice concerning your individual case. Please visit the Court's Family Law Facilitator/Self-Help Center for Assistance.