

SAN DIEGO DISTRICT ATTORNEY'S OFFICE

Restitution Recovery Team
Collaborative Justice Division



RESTITUTION REQUEST FORM (RRF) INSTRUCTIONS

The Restitution Request Form (RRF) is the fastest and most convenient way for crime victims to submit a restitution request to the District Attorney's Office. In completing the RRF, please keep in mind these important facts:

1. ***Please complete the RRF as soon as possible.*** The earlier we receive your information the more likely the court will be to order restitution in your case. Do not wait for the case to be resolved before you submit your RRF.
2. ***The RRF is signed under penalty of perjury and will be provided to the court and defense counsel.*** Please be as accurate as possible.
3. ***Documentation of your losses is not mandatory but very helpful.*** Attach documentation such as bills, receipts, paystubs or invoices to your RRF. You may also estimate your losses by providing information such as Kelly Blue Book or Amazon prices for the same or similar items as an estimate of value.
4. ***Your personal contact information will not be provided to the defendant.*** It is needed so that it can be provided to the agency who will be collecting the restitution money. In most cases this will be either the Office of Revenue and Recovery (ORR) or the California Department of Corrections and Rehabilitation (CDCR).