



"Excellence in Service"

# Yamhill County Sheriff's Office

**Sheriff Tim Svenson**

535 NE 5<sup>th</sup> Street, Room 143, McMinnville, Oregon 97128-4595

Business Office: (503) 434-7506 • Fax: (503) 472-5330

Jail: (503) 434-7507 • Jail Fax: (503) 434-7534

Email: [sheriff@co.yamhill.or.us](mailto:sheriff@co.yamhill.or.us)

## YAMHILL COUNTY SHERIFF'S OFFICE FEE SCHEDULE

### APPLICATIONS AND OTHER PERMITS

<b>General Fingerprinting</b>	<b>\$40.00</b>
For OSP Background Check Unit cost (Code 322.92)	\$15.00
For Processing and Printing up to 2 cards (Code 341.99)	\$25.00
Each additional card (Code 341.99)	\$5.00 per card
<b>New Concealed Handgun License (includes as outlined):</b>	<b>\$65.00</b>
For CHL Review and Processing (Code 322.91)	\$50.00
For Fingerprinting (Code 322.92)	\$15.00
<b>Renewal (including Transfer) Concealed Handgun License (includes as outlined):</b>	<b>\$50.00</b>
For CHL Review and Processing (Code 322.91)	\$50.00
<b>Transfer Renewable Concealed Handgun License (includes as outlined):</b>	<b>\$65.00</b>
For CHL Review and Processing (Code 322.91)	\$50.00
For Fingerprinting (Code 322.92)	\$15.00
<b>Transfer VALID Concealed Handgun License (includes as outlined):</b>	<b>\$30.00</b>
For CHL Review and Processing (Code 322.91)	\$15.00
For Fingerprinting (Code 322.92)	\$15.00
<b>Address Change / Replacement for Lost CHL Card (includes as outlined):</b>	<b>\$15.00</b>
For CHL duplication of license because of loss or change of address (Code 322.91)	\$15.00

### ATTORNEY COURTHOUSE SECURITY BYPASS CARD

<b>New Security Bypass Card (valid for two years):</b>	<b>\$30.00</b>
Covers application review, background check and card	
<b>Renewal Security Bypass Card (valid for two years):</b>	<b>\$30.00</b>
<b>Lost / Replacement Card (valid through original period):</b>	<b>\$20.00</b>

### CIVIL SERVICE FEES

Code 342.04

<b>Conveyance of real property (Sheriff's Deed):</b>	<b>\$60.00</b>
<b>Criminal Subpoenas:</b>	<b>No charge</b>

**Garnishments (Delivery):** **\$25.00**

**Notice Process:** (i.e., FEDs (Forced Entry and Detainer), Notice of Restitution (enter date); Small Claims, Summons/ Complaint or Petition, Motion Orders, Civil Subpoenas (must have witness fees attached)); **\$45.00 (for 2 persons)**

*If service is requested for more than two parties at the same address, the fee is \$25.00 per person*  
*\$25.00 for each additional party at the same address.*

**Orders of Assistance or Executions:** **\$125.00**

**Restraining Orders** **No charge**

**Writ of Foreclosure** **\$607.38**

**RECORDS REQUESTS**

*Code 342.04*

**Public Records Request\*:**

*Fee is applied towards copy of report, up to 20 pages, and includes 30 minutes of research/redaction of records processing time.* **\$12.00 per person and/or incident**

Reports over 20 pages or requiring more than 30 minutes of research/redaction processing time will be assessed at staff rate. **\$12.00 per person and/or incident + Hourly rate of assigned staff**

**Records Requests for Criminal Justice agencies, Department of Human Services (DHS), and/or Senior Disability Services** **No charge**

**Photo CD / DVD** **\$15.00 per CD / DVD**

*\*Public Records Request by mail **must** include payment and a self-addressed stamped envelope.*

**TOW / IMPOUND RELEASE**

**Release Fee:** **\$75.00**

Accepted by Yamhill County  
Board of Commissioners on  
4/22/2021 by Board Order  
# 21-136