



# Yamhill County Sheriff's Office

*Sheriff Sam Elliott*

## SHERIFF'S OFFICE FEE SCHEDULE

"Excellence in Service"

**Credit and Debit cards accepted with additional 3% processing fee**

### Public Records Requests (ORS 192.324)

Non-Refundable Search Fee, Per Person/Location/Incident <i>Includes up to 20 pages and 30 minutes of research/redaction processing time</i>	\$20.00
Reports over 20 pages or requiring more than 30 minutes research/redaction processing time will be assessed at current rate of assigned staff <i>(one hour minimum)</i>	\$20.00 + Estimated
Criminal History/Background Search <i>(Yamhill County Sheriff's Office Records Only)</i>	\$15.00
Visa/Adoption/Good Conduct Letters	\$15.00
Staff Research, Redaction, Retrieval of Customized Computer Reports will be assessed at current rate of assigned staff <i>(one hour minimum)</i>	Estimated
Photos or Videos on CD/DVD/USB/Digital	\$20.00
Videos Requiring Redaction will be assessed at current rate of assigned staff <i>(one hour minimum)</i>	Estimated
Certified True Copy Fee, Per Document	\$5.00
Additional Copier Charges, Per Page	\$0.25

### General Fingerprinting Services

For OSP Background Check <i>(unit cost)</i>	\$15.00
For Processing and Printing – 2 Cards	\$25.00
For Each Additional Card	\$5.00

### General Administrative Fees

Returned Check or Stop Payment Fees <i>(ORS 30.701(5))</i>	\$35.00
Mailed Documents First Class <i>Current USPS Rate + 1 Ounce + \$.25 For Mail Supplies</i>	Estimated
Mailed Return Receipt Request <i>Current USPS Rate + \$.25 Mail Supplies</i>	Estimated
Notarization of Court Process-Related Documents	\$10.00
Copier Charges, Per Page <i>(not related to Civil Process)</i>	\$0.25

### Concealed Handgun Licenses (ORS 166.291)

New Concealed Handgun License	\$115.00
Renewal Concealed Handgun License	\$75.00
Transfer Renewable Concealed Handgun License	\$90.00
Transfer Valid Concealed Handgun License	\$30.00
Address Change/Replace Lost CHL Card	\$15.00

**Tow/Impound Release  
(ORS 809.720)**

Impounded Vehicle Administrative Fee	\$125.00
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**OLCC Background Review for Special Event**

Review of Managers for Special Events Serving Alcohol <i>Maximum of 3 Managers per Application</i>	\$15.00
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**Civil Actions, Suits, and Proceedings Fees  
(ORS 21.300)**

1-2 People, Same Address	\$50.00
1-2 People, Multiple Addresses, Per Attempt	\$50.00
3+ Per Person, Same Address (\$28.00/Per)	\$84.00
3+ Per Person, Per Attempt (\$28.00/Per) Additional Addresses	\$84.00
4+ Per Person, Per Attempt (\$28.00/Per)	\$112.00
5+ Per Person, Per Attempt (\$28.00/Per)	\$140.00
Writ of Garnishment Delivery (ORS 182.652)	\$25.00
Service of a Notice of Restitution <i>(For 1- 2 Tenants)</i>	\$50.00
Service of a Notice of Restitution <i>(For 3+ Tenants, \$28.00 Each)</i>	\$84.00
Basic Enforcement, Writ of Execution, Minimum	\$89.00
1-2 People, Enforcement for Forcible Entry and Detainer (FED) Writ of Execution (\$50.00 + \$89.00)	\$139.00
3+ People, Enforcement for Forcible Entry and Detainer (FED) Writ of Execution (\$84.00 + \$89.00)	\$173.00
4+ People, Enforcement for Forcible Entry and Detainer (FED) Writ of Execution (\$112.00 + \$89.00)	\$201.00
5+ People, Enforcement for Forcible entry and Detainer (FED) Writ of Execution (\$140.00 + \$89.00)	\$229.00
Standby Fees <i>(In anticipation of securing custody of property, the expense of securing each keeper or custodian, and the expense of inventory. The fee is determined by the current contract rate schedule, including regular and overtime hours, in 30-minute increments)</i>	Estimated
Copies, Per Document <i>(Process, Order, Notice or Other Instrument in Writing, when necessary to complete the service)</i>	\$4.00
Travel Services, Additional Fee, for Excess of 75 Miles Round Trip	\$50.00

**Real and Personal Property Seizures and Sales  
(ORS 18.920, 18.930, 21.300, 194.400)**

Real and Personal Property Sales, Initial Deposit	\$1,000
Standby Fees <i>(In anticipation of securing custody of property, the expense of securing each keeper or custodian, and the expense of inventory. The fee is determined by the current contract rate schedule, including regular and overtime hours, in 30-minute increments)</i>	Estimated
Mailing Charges for Sheriff's Deed <i>Current USPS Rate + \$.25 Mail Supplies</i>	Estimated

Conveyance of Real Property Sold (Sheriff's Deed) <i>(Fee includes \$10 Notary Fee)</i>	\$66.00
Enforcement for all Writs, Minimum	\$89.00
Publication Fees for Sales, Posted in Three Public Places Within the County <i>(\$50.00 each x 3)</i>	\$150.00
Publication Fees for Sales on OSSA Website, Up To Three Pictures <i>(Published notices consistent with state law requirements at current rate, and post in OSSA site at current rate)</i>	\$330.00
Travel Services in Excess of 75 Miles Round Trip, Additional Fee	\$50.00
Bill/Certificate of Sale (\$15.00 + \$10.00 Notary Fee) <i>(Additional Certified Mail or USPS fee estimates could apply)</i>	\$25.00
Storage and/or Towing Fees, To Be Charged at Current Vendor Rates	Estimated
Copies, Per Document <i>(Process, Order, Notice or Other Instrument in Writing, when necessary to complete the service)</i>	\$4.00
Redemption, Including Mailing Charges, Folio, and Time	\$56.00
Folio Fees, Per 100 Words, Minimum	\$4.00

Approved by the Yamhill County Board of  
 Commissioners on 06/12/2025  
 via Board Order 25-163