Lane County Sheriff's Office

Police Services Division – Civil Process Fee Schedule

The Oregon State Legislature passed House Bill 2393, which increases the fees the Sheriff is mandated to collect for the service of civil papers. The increase will take effect on January 1, 2010. Any papers received after this date will require the new fee to be submitted. Below is a list of the current fees for 2009 (left column), and what the new fees will be starting January 1, 2010 (right column). If you have questions about the new Sheriff's fees, please contact our Civil Process Unit at (541) 682-4156 Monday through Friday 10 a.m. – 4 p.m.

Types of service requiring a service fee:

Summons, citation, civil subpoena, notice, order, small claims, writ of execution and writ of garnishment or similar judicial document.

Basic service fee is equal to the number of people being served at the same address*:

					Total Fee Jan 1, 2010
1 to 2 people	-	same address	=	$28.00	$36.00
3 people	-	same address	=	$45.00 ($15.00 per person) **($20.00 in 2010)**	$60.00
2 people	-	2 addresses	=	$56.00	$72.00
1 person	-	2 addresses	=	$56.00 ($28.00 per address attempted)	$72.00

Basic service fees for specific documents are as follows*:

1.	Service of a Notice of Restitution for 2 tenants	=	$28.00	$36.00
	Service of a Notice of Restitution for 3 tenants	=	$45.00 ($15.00 per person)	$60.00
2.	Delivery of a Writ of Garnishment	=	$15.00	$25.00
3.	Basic Enforcement	=	$47.00	$70.00
4.	Providing Copies (per page copied)	=	$ 3.00	$ 3.00

FEE FOR SERVICE OF ENFORCEMENT FOR F.E.D. WRIT OF EXECUTION*:

Number of tenants	Service	Total Fee	**Total Fee January 1, 2010**
1-2	$47 + $28	$75.00	$70 + $36 = $106.00
3	$47 + $45	$92.00	$70 + $60 = $130.00
4	$47 + $60	$107.00	$70 + $80 = $150.00

*Please note that "Et Al" or "All Other Occupants" counts as a party in all Fed Processes.

There is a mileage fee of $25.00 for addresses located more than 75 miles round-trip from 125 E. 8th 8th Avenue, Eugene, OR 97401. ***The above fees, once collected, are not refundable***.

Total Mileage Jan 1, 2010: $40.00

Checks returned for non-sufficient funds (NSF) = $25.00

For all other service of judicial documents, please contact – Monday through Friday, excluding holidays:
Office Hours / 9 am to 5 pm Phone Hours / 10 am to 4 pm

Lane County Sheriff's Office – Civil Section
125 E. 8th Avenue – Eugene, OR 97401
Phone: (541) 682-4156
Fax: (541) 682-7451

November 2009