



## Confederated Tribes of Grand Ronde Tribal Court

9615 Grand Ronde Road, Grand Ronde Oregon 97347

[court@grandronde.org](mailto:court@grandronde.org)

### RECORDS REQUEST FORM

Att: Records Request Clerk

Grand Ronde Tribal Court

[court@grandronde.org](mailto:court@grandronde.org)

503-879-2303

Date of Request: \_\_\_\_\_

Name of Requestor: \_\_\_\_\_

Address: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_

I, \_\_\_\_\_, hereby request that the Grand Ronde Tribal Court and its employees make available the following record for (select one): \_\_\_\_\_  
personal inspection **OR** \_\_\_\_\_ copy of record.

\* \_\_\_\_\_ (initial here to acknowledge request is for personal records)

\_\_\_\_\_  
(Case name, case number and/or description of record required)

\_\_\_\_\_  
(Case name, case number and/or description of record required)

\_\_\_\_\_  
(Case name, case number and/or description of record required)

Purpose for record request:

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Requester's Signature

Grand Ronde Tribal Court accepts record request submissions via email: [court@grandronde.org](mailto:court@grandronde.org)  
OR in person during regular business hours (please call 503-879-2303 for more information).

Due to the nature and sensitivity of the record, the court shall have ten (10) business days to provide an initial response to the request. Depending on the complexity of the request, the court may require additional information from the requestor and/or additional time to perform the search for the record.

\*All fees are to be collected at the time of service and in accordance with the Tribal Court Fee Schedule, attached hereto for reference.

# **CONFEDERATED TRIBES OF THE GRAND RONDE COMMUNITY OF OREGON**

## **TRIBAL COURT FEE SCHEDULE**

Except as stated otherwise by Tribal Ordinance, the following are fees to be charged for services provided by the Tribal Court of the Confederated Tribes of the Grand Ronde Community of Oregon. No fees are to be charged for services rendered on behalf of the Tribe, or to Tribal entities and programs. All fees shall be collected at the time of filing or at the time of performance of the service.

### **1. Admission Fees:**

Attorney Application	\$75.00
Yearly License Fee	\$25.00

### **2. Filing Fees:**

Administrative Appeals (Except Employment Decisions) (Includes: Gaming License Appeals, Hunting License Appeals, Debt Collection Appeals, Enrollment Appeals, Election Contests, Ethics Violations, Housing Eviction Appeals)	\$40.00
Adoptions (Private)	\$50.00
Appeal to Court of Appeals (Except Employment cases)	\$50.00
Child Custody Proceeding (Uncontested)	\$75.00
Child Custody Proceeding (Contested)	\$150.00
Divorce (Uncontested)	\$75.00
<del>Divorce (Contested)</del> The Court does not handle Contested Divorces at this time	<del>\$150.00</del>
Emancipation (Private)	\$30.00
Guardianships (Private)	\$30.00
Name Change	\$30.00

Registration of a Foreign Judgment	\$25.00
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Small Claims Complaint	\$40.00
Counterclaim	\$40.00
Request for Hearing by Defendant	\$40.00
Service by Clerk	\$10.00

Tort Claims Complaint	\$80.00
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All other Civil Complaints or Petitions not listed above	\$80.00
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**3. Court Fees:**

Audio CD Copies	\$5.00/CD
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Certified Copies	.50/page
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Copies (Court related only)	.25/page
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Copy of Case File	\$.25/page
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Document Recording	\$15.00 + \$2.00/page
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Witness Fees	\$40.00/day+ Mileage
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**4. Fee Waivers:**

Depending on certain extenuating circumstances clients may be granted a waiver of filing fees. A person may complete a fee waiver application and affidavit prior to submitting the documents for filing. Payment of filing fees or an order granting a waiver of filing fees must be submitted at the time of filing.