



Yamhill County Sheriff's Office

Sheriff Tim Svenson

535 NE 5th Street, Room 143, McMinnville, Oregon 97128-4595

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

Jail: (503) 434-7507 Email: SheriffRecords@co.yamhill.or.us

Excellence In Service™

ALLOW A MINIMUM OF 5 WORKING DAYS TO PROCESS ALL REQUESTS

Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

I agree not to use, share or disseminate any information pertaining to the record other than for lawful purposes. I understand that I am responsible for payment of all processing fees prior to delivery of the requested document(s). Processing fees include \$10.00 for the first 10 pages, and \$2.00 per page thereafter, unless the record is deemed not releasable. All other items follow fee schedule.

Signature of Requesting Person: _____ Date: _____

****Note: Under Oregon Public Records Law, CASES STILL UNDER INVESTIGATION OR WITH A CRIMINAL ARREST PENDING A COURT HEARING are NOT releasable through the Yamhill County Sheriff's Office. Pursuant to Juvenile Code 419B.035, Cases involving alleged child abuse may not be releasable and all requests will be reviewed by a Supervisor.****

Case Information:

Nature of Incident: _____ Report/Case Number: _____

Date/Time of Incident: _____

Incident Location: _____

Involved Persons: _____

Submit request to: Yamhill County Sheriff's Office, Attn: Records Unit
By e-mail: sheriffrecords@co.yamhill.or.us
By mail / In person: 535 NE 5th Street, Room 143, McMinnville, OR 97128
By fax: (503) 472-5330

Yamhill County USE ONLY (comments & conditions)

APPROVED: Called Requestor Left Message Advised Cost of \$ _____
DENIED: Called Requestor Left Message
Pending: _____
Date Picked Up: _____ **Receipt #:** _____