

COURTS' PUBLIC SERVICE HOURS BY LOCATION

(Last Updated: November 9, 2009)

The chart below shows the public service hours for state appellate courts, Tax Court, and circuit courts.

State circuit courts establish times and days of court services availability ("court hours") in two ways, by their local rules (SLR 1.151) and, when temporary service limitations or closures are necessary for budget reasons, by order of the local presiding judge (PJO). A PJO issued on court hours temporarily supercedes an SLR on court hours without requiring the reprinting of SLR to show the change. That change may only be shown in the order, by posting at the local court, and on the attached chart.

As a public convenience, the Oregon Judicial Department provides the following "court hours" chart to make it easier for the public and those practicing before the courts to likely know the current court hours for a specific state court. The chart has a column showing the "source/filing date" for the court hours shown for each specific court location listed. **If that column shows the source as a "PJO," the court hours shown in the SLR for that court will have been superseded, and the hours established by the PJO will control and be the complete statement of court hours for that court.**

WARNING. The attached court hours chart represents information on file with the Office of the State Court Administrator. Changes may have occurred to court hours after that time. Information not on file by or changes made after that date and time are still controlling even if not reflected in the attached court hours chart. If you are subject to a specific date or deadline concerning a court activity, you may want to verify with the court that the information shown on the attached court hours chart is still correct.

APPELLATE AND TAX COURTS

COURT/ COUNTY	JUDICIAL DISTRICT	PUBLIC SERVICE COURT HOURS	COURT LOCATION	SOURCE / FILING DATE
Tax Court Records Office	TX	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Robertson Building 3 rd Floor 1241 State Street Salem, OR 503.986.5645	11/20/07 Tax Court Order
Appellate Records Office for Court of Appeals and Supreme Court	AP	Open (excluding holidays) M-F 8am – 5pm	Supreme Court Building 1163 State Street Salem, OR 503.986.5555	n/a

CIRCUIT (TRIAL) COURTS

COURT/ COUNTY	JUDICIAL DISTRICT	PUBLIC SERVICE COURT HOURS	COURT LOCATION	SOURCE / FILING DATE
Baker	8 th	Open M-F 8am - noon 1pm - 5pm Closed noon - 1pm	Baker County Courthouse 1995 Third St., Ste. #220 Baker City, OR 541.523.6305	SLR 1.151
Benton	21 st	Open (excluding holidays) M-F 8am - noon 1pm - 5pm M-F noon – 1pm (cashiers’ window only) Closed noon – 1pm	Benton County Courthouse 120 NW Fourth Street Corvallis, OR 541.766.6859	SLR 1.151
Clackamas	5 th	Open M-F 8am – 5pm	Clackamas County Courthouse 807 Main Street Oregon City, OR 503.655.8447	SLR 1.151
Clatsop	18 th	Open M-F 8am – 5pm Closed 4pm – 5pm 1 st Wednesday of each month (clerk’s office)	Clatsop County Courthouse 749 Commercial Street Astoria, OR 503.325.8583	SLR 1.151
Columbia	19 th	Open (excluding holidays) M-F 8:30am – 5pm Closed 8:00am – 8:30am	Columbia County Courthouse 230 Strand Street St. Helens, OR 503.397.2327, ext 0	SLR 1.151
Coos	15 th	COQUILLE Open M-F 8am – noon M,T,W,F 1pm – 5pm Th 1:30pm – 5pm Closed M,T,W,F noon – 1pm Th noon – 1:30pm NORTH BEND ANNEX Open M-F 8am – noon M,T,W,F 1pm – 5pm Th 1:30pm – 5pm Closed M,T,W,F noon – 1pm Th noon – 1:30pm	Coos County Courthouse 250 N. Baxter Coquille, OR 541.396.3121, ext 0 North Bend Annex of the Coos County Courthouse 1975 McPherson Avenue North Bend, OR 541.756.2020	SLR 1.151
Crook	22 nd	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Crook County Courthouse 300 NE Third Street Prineville, OR 541.447.6541	PJO No. 2007-14
Curry	15 th	Open M-F 8am – noon M,T,W,F 1pm – 5pm Th 1:30pm – 5pm Closed M,T,W,F noon – 1pm Th noon – 1:30pm	Curry County Courthouse 29821 Ellensburg Avenue Gold Beach, OR 541.247.4511	SLR 1.151
Deschutes	11 th	Open (excluding holidays) M-F 8am – 5pm	Deschutes County Courthouse 1164 NW Bond Bend, OR 541.388.5300	SLR 1.151

COURT/ COUNTY	JUDICIAL DISTRICT	PUBLIC SERVICE COURT HOURS	COURT LOCATION	SOURCE / FILING DATE
Douglas	16 th	Open (excluding holidays) M-F 8am – 5pm	Justice Building 1036 SE Douglas, Room 201 Roseburg, OR 541.957.2471	SLR 1.151
Gilliam	7 th	Open (excluding holidays) M-F 1pm – 5pm Closed 8am – 1pm	Gilliam County Courthouse 211 S. Oregon Condon, OR 541.384.3572	SLR 1.151
Grant	24 th	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Grant County Courthouse 201 S. Humbolt Street Canyon City, OR 541.575.1438	SLR 1.151
Harney	24 th	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Harney County Courthouse 450 N. Buena Vista Burns, OR 541.573.5207	SLR 1.151
Hood River	7 th	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Hood River County Courthouse 309 State Street Hood River, OR 541.386.3535	SLR 1.151
Jackson	1 st	Open (excluding holidays) M-F 8am – 5pm	Justice Building 100 S. Oakdale Medford, OR 541.776.7171, ext 120	SLR 1.151
Jefferson	22 nd	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Jefferson County Courthouse 75 SE “C” Street Madras, OR 541.475.3317	PJO No. 2007-14
Josephine	14 th	Open M-F 8am – 5pm FAMILY COURT Open M-F 8am – noon 1pm – 5pm Closed M-F noon – 1pm*	Josephine County Courthouse 500 NW 6 th , Dept. 17 Grants Pass, OR 541.476.2309 FAMILY COURT 301 NW “F” Street Grants Pass, OR 541.476.2309, ext 3	SLR 1.151
		*Family court documents can be filed at the juvenile department reception area.		
Klamath	13 th	Open (excluding holidays) M-F 8am – 5pm* Closed *F 8am – 8:30am (Court Operations area)	Klamath County Courthouse 316 Main Street Klamath Falls, OR 541.883.5503, ext 0	SLR 1.151
Lake	26 th	Open (excluding holidays) M-F 8am – noon 1pm – 5pm Closed noon – 1pm	Lake County Courthouse 513 Center Street Lakeview, OR 541.947.6051	SLR 1.151

COURT/ COUNTY	JUDICIAL DISTRICT	PUBLIC SERVICE COURT HOURS	COURT LOCATION	SOURCE / FILING DATE
Lane	2 nd	CIRCUIT COURT <u>Open</u> M-F 8am – 5pm JUVENILE COURT <u>Open</u> M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm	CIRCUIT COURT Lane County Courthouse 125 East Eighth Avenue Eugene, OR 541.682.4020 JUVENILE COURT Juvenile Justice Center 2727 Martin Luther King Jr. Blvd. Eugene, OR 541.682.4726	SLR 1.151
Lincoln	17 th	<u>Open</u> M-F 8am – 5pm	Lincoln County Courthouse 225 W. Olive Newport, OR 541.265.4236, ext 0	SLR 1.151
Linn	23 rd	<u>Open</u> M-F 8:00am – 5pm <u>Closed</u> noon – 1pm 2 nd Wednesday of each month Records and Cashiers office will be closed	Linn County Courthouse 300 Fourth Avenue SW Albany, OR 541.967.3802	SLR 1.151
Malheur	9 th	<u>Open</u> (Mountain time) M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm* *The window in the Records Office will be open Tuesdays during the arraignment process.	Malheur County Courthouse 251 “B” Street W. Vale, OR 541.473.5178	PJO No. 2007-10
Marion	3 rd	COURTHOUSE CLERK’S OFFICE <u>Open</u> M-F 7:30am – 5:30pm COURT ANNEX & JUVENILE COURT <u>Open</u> M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm	Marion County Courthouse 100 High Street NE Salem, OR 503.588.5105 COURT ANNEX 4000 Aumsville Hwy. SE Salem, OR 503.588.8489 JUVENILE COURT 3030 Center Street NE Salem, OR 503.566.2974	SLR 1.151
Morrow	6 th	<u>Open</u> (excluding holidays) M-F 8am – noon 1pm – 5pm <u>Closed</u> M-F noon – 1pm	Morrow County Courthouse 100 Court Street Heppner, OR 541.676.5264	SLR 1.151

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Multnomah	4 th	<p>Open M-F 8am – 5pm* M-F 8:30 am – 5pm**</p> <p>*For filing of documents that do not require payment of a fee prior to filing. **For filing of documents that require payment of a fee prior to filing.</p>	<p>Multnomah County Courthouse 1021 SW Fourth Avenue Portland, OR 503.988.3957</p> <p>Justice Center Third Floor 1120 SW Third Avenue Portland, OR</p> <p>Juvenile Justice Center 1401 NE 68th Avenue Portland, OR</p> <p>Gresham Justice Center 150 W. Powell Gresham, OR</p>	SLR 1.151
Polk	12 th	<p>COURT RECORD'S OFFICE, ROOM 301 Open (excluding holidays) M-F 8am – 12pm M-F 1pm – 5pm</p> <p>Closed M-F noon – 1pm</p> <p>CRIMINAL COURT RECORD'S OFFICE Open M-F 8:45am – noon 1pm – 4pm</p> <p>Closed M-F 8am – 8:45 am noon – 1pm 4pm – 5pm</p> <p>(Note: Criminal pleadings may also be filed in the Court Record's Office.)</p> <p>JUVENILE RECORDS OFFICE Open M-F 8am – noon 1pm – 4pm</p> <p>Closed M-F noon – 1pm 4pm – 5pm</p>	<p>Polk County Courthouse 850 Main Street Dallas, OR 503.623.3154</p> <p>Criminal Court Record's Office 884 SE Jefferson Street Dallas, OR 503.831.1778</p> <p>Juvenile Records Office 850 Main Street Dallas, OR</p>	PJO 09-002
Sherman	7 th	<p>Open (excluding holidays) M-F 1pm – 5pm</p> <p>Closed 8am – 1pm</p>	<p>Sherman County Courthouse 500 Court Street Moro, OR 541.565.3650</p>	SLR 1.151
Tillamook	27 th	<p>Open (excluding holidays) M-F 8am – noon 1pm – 5pm</p> <p>Closed noon – 1pm</p>	<p>Tillamook County Courthouse 201 Laurel Avenue Tillamook, OR 503.842.2596, ext 0</p>	SLR 1.151

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Umatilla	6 th	PENDLETON <u>Open</u> (excluding holidays) M-F 8am – noon 1pm – 5pm <u>Closed</u> M-F noon – 1pm HERMISTON <u>Open</u> (excluding holidays) M-F 8am – noon 1pm – 5pm <u>Closed</u> M-F noon – 1pm MILTON-FREEWATER <u>CLOSED</u> (Available upon written request as facilitators, judges, and staff are available)	PENDLETON Umatilla County Courthouse 216 SE 4 th Street Pendleton, OR 541.278.0341, ext 220 HERMISTON Stafford Hansel Government Center 915 SE Columbia Drive Hermiston, OR 541.567.5225 MILTON-FREEWATER Milton-Freewater City Hall 722 S. Main Street Milton-Freewater, OR 541.938.5531, ext 158	SLR 1.151
Union	10 th	<u>Open</u> M-F 8am – 5pm	Union County Courthouse 1008 “K” Avenue (civil records) 1007 4 th Street (courtrooms, traffic, accounting, and criminal records) La Grande, OR 541.962.9500, ext 0	2004 SLR 1.151
Wallowa	10 th	<u>Open</u> M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm	Wallowa County Courthouse Second Floor 101 S. River St., Room 204 Enterprise, OR 541.426.4991	SLR 1.151
Wasco	7 th	<u>Open</u> (excluding holidays) M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm	Wasco County Courthouse 511 Washington Street The Dalles, OR 541.506.2700, ext 10	SLR 1.151
Washington	20 th	<u>Open</u> (excluding holidays) M-F 8am – 5pm JUVENILE SERVICES BUILDING <u>Open</u> (excluding holidays) M-F 8:30am – 5pm <u>Closed</u> M-F 8am – 8:30am	Washington County Courthouse 145 N. Second Avenue Hillsboro, OR 503.846.8888 Justice Services Building 150 N. First Avenue Hillsboro, OR Juvenile Services Building 222 N. First Avenue Hillsboro, OR	SLR 1.151
Wheeler	7 th	<u>Open</u> (excluding holidays) M-F 8:30am – 11:30am <u>Closed</u> 8am – 8:30am 11:30am – 5pm	Wheeler County Courthouse 701 Adams Street Fossil, OR 541.763.2541	SLR 1.151
Yamhill	25 th	<u>Open</u> (excluding holidays) M-F 8am – noon 1pm – 5pm <u>Closed</u> noon – 1pm	Yamhill County Courthouse 535 NE Fifth Street McMinnville, OR 503.434.7530	SLR 1.151