

## **REOPEN / RECONSIDER REQUEST PROCEDURE**

You may request that a case(s) be reconsidered by completing the top portion of the attached Motion and paying a \$50 non-refundable fee per citation within five (5) years of the case(s) being closed. A request to reconsider a case must be based on extremely compelling events (such as: medical illness, hospitalization, incarceration, military deployment or family emergency) that prevented you from posting the presumptive fine or appearing in court.

### **When is it appropriate to use this motion?**

This motion should only be used when you are **not disputing the charges** against you, but are instead asking the court to consider **reducing the fines or fees** due to exceptional circumstances.

You must clearly explain the circumstances in your request, and when possible, include supporting documents or evidence (such as hospital records or other official documentation). The responsibility to demonstrate valid justification rests with the person submitting the motion.

After the court receives the completed Motion and the \$ 50 non-refundable fee, your request will be reviewed by the court. The reason for your request must be clearly written on the motion. This is the information the court will consider in deciding whether to grant your request.

Please provide your current and valid mailing address, email, and phone number, so the court has accurate contact information for you.

Oregon City Municipal Court  
1234 Linn Avenue  
Oregon City OR 97045  
(503) 905-3675 p  
(503) 657-1303 f  
[ocmuni@orc city.org](mailto:ocmuni@orc city.org)

IN THE MUNICIPAL COURT OF THE CITY OF OREGON CITY  
FOR THE COUNTY OF CLACKAMAS, STATE OF OREGON

CITY OF OREGON CITY

Plaintiff, )  
vs. )  
Defendant, )  
)  
MOTION AND ORDER TO  
REOPEN OR RECONSIDER FINES

Defendant requests that the Court reopen the charge(s) of:

| Offense | Docket # | Charge Description | Fee   | Total    |
|---------|----------|--------------------|-------|----------|
|         |          |                    | PAID  | PAID     |
| 1       | _____    | _____              | \$ 50 | \$ _____ |
| 2       | _____    | _____              |       |          |
| 3       | _____    | _____              |       |          |
|         |          |                    | Add   |          |
|         |          |                    | Total | \$       |

Defendant's Motion to reopen or reconsider fines is based upon the following factual circumstances which prohibited the Defendant to appear in court or post the presumptive fine (supporting documentation is attached):

Under penalty of perjury, I swear/affirm that the foregoing is true and correct:

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**Defendant Signature**

Date

## ORDER ON MOTION TO REOPEN OR RECONSIDER FINES

The Court, having considered the **Motion of Defendant to ReOpen or Reconsider fines** on the above-entitled charge(s),

### IT IS HEREBY ORDERED:

**Offense #1 Description:** \_\_\_\_\_ **Docket #:** \_\_\_\_\_

- Motion to Reopen:
  - Allowed.
  - Denied.
- Reopen Fee:  Waived  Imposed - \$ 50.00
- Fine Amount:  Required - \$ \_\_\_\_\_

**Offense #2 Description:** \_\_\_\_\_ **Docket #:** \_\_\_\_\_

- Motion to Reopen:
  - Allowed.
  - Denied.
- Reopen Fee:  Waived  Imposed - \$
- Fine Amount:  Required - \$ \_\_\_\_\_

**Offense #3 Description:** \_\_\_\_\_ **Docket #:** \_\_\_\_\_

- Motion to Reopen:
  - Allowed.
  - Denied.
- Reopen Fee:  Waived  Imposed - \$
- Fine Amount:  Required - \$ \_\_\_\_\_

**Judge's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

IN THE MUNICIPAL COURT OF THE CITY OF OREGON CITY  
FOR THE COUNTY OF CLACKAMAS, STATE OF OREGON

I, \_\_\_\_\_, depose and say that I am the defendant in the above traffic violation. Pursuant to ORS. 153.080, this affidavit represents my sworn testimony concerning the above traffic violation.

Check here if there are additional attached sheets. If so, how many additional sheets attached?

I specifically waive my right to have testimony presented orally at the time scheduled for trial.

I hereby declare that the above statement is true to the best of my knowledge and belief and, that I understand it is made for use of evidence in court and subject to penalty for perjury.

DATED This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Printed Name

Defendant Signature