

**NOTICE OF IMPORTANT RIGHTS  
TO RETURN SURRENDERED FIREARMS TO YOU  
AND INSTRUCTIONS**

**NOTICE OF IMPORTANT RIGHTS TO RETURN FIREARMS TO YOU – READ CAREFULLY**

**If you have an interest in the court returning your firearm(s) to you and you have surrendered your firearms to a law enforcement agency, a third party, or had firearms taken by the law enforcement agency at the time of service of the protective order, then you must make a written request to the Court for a firearm return hearing within 60 days of the date the protective order expires or is terminated. If you do not make a written request for a firearm return hearing within the time allowed, and if your firearm(s) were surrendered to or taken by a law enforcement agency, then the firearm(s) will be deemed unclaimed property, and you will automatically lose your ownership interest in the firearm(s) without further notice to you.**

**Instructions for Return of Firearms:**

1. **Within 60 days of the expiration or termination of the protective order,** file a written Request for Hearing Authorizing Return of Firearm(s) with the Court (form available on the Court’s website: [courts.oregon.gov/Clackamas](http://courts.oregon.gov/Clackamas)), along with your current address, phone number and court case number. Send hearing request to:  
  
**Calendaring, Room 200  
Clackamas County Courthouse  
807 Main Street  
Oregon City, OR 97045**
2. **Personally appear at the Firearm Return Hearing.** If you transferred firearms to a third party to hold the firearm/s for you, then you must bring that person with you to the hearing.
3. **If the Court issues an Order Authorizing Return of Firearms,** and if the firearms are in the custody of a law enforcement agency, then call the law enforcement agency and make an appointment. Follow all agency instructions and bring the following: (1) Court Order Authorizing Return; (2) Photo- identification; (3) the law enforcement agency’s evidence or property in custody report listing the firearms in the agency’s possession; (4) any other person that you wish to take possession of the firearm; that person must bring photo identification.
4. **Obtain a criminal history check from the law enforcement agency** in possession of your firearm(s). The law enforcement agency will only release the firearms to you, or any other person that you wish to take possession of the firearm, after a criminal history check confirms that there are no legal restrictions that prohibit possession. Give the law enforcement agency the Criminal History Check Verification form to complete. A fee may be charged for the criminal history check.
5. **If you do not pass the criminal history check,** you must file the failed Criminal History Check Verification form completed by the law enforcement agency with the Court immediately. If the Court has authorized return of your firearm(s), but the law enforcement agency is unable to return your firearm(s) because of a failed criminal history check, you may be able to pursue additional legal action with the Court under ORS 166.274. You should speak to an attorney if you need legal advice on this subject, or help in preparing legal forms.

**THIS NOTICE CONTAINS IMPORTANT RIGHTS  
KEEP THIS NOTICE UNTIL THE PROTECTIVE ORDER EXPIRES OR IS TERMINATED**