IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF _____
_____ Division - _____
(court's address and phone number)

Case Name: **Case No:** _____

_____
Plaintiff

v.

_____
1st Defendant

UTCR 2.110 REQUEST TO REDACT PROTECTED PERSONAL INFORMATION FROM DOCUMENT EXISTING IN CASE FILE

IMPORTANT NOTE TO PERSON COMPLETING THIS REQUEST: Except as specifically ordered by a court, this request and UTCR form 2.100.4b **cannot be used for contact information** (addresses, telephone numbers, employer identification, and similar information that can be used to contact someone, see UTCR 2.110). The type of information that can be protected by this form is limited to what is listed in UTCR 2.100.

To the court: Pursuant to UTCR 2.110, I request that the protected personal information in the form attached to this request be redacted from a document in the case file for the case noted above that the general public can see.

The protected personal information I request to be segregated is as follows:

A. The following is a **general** description of the protected personal information *(example description: "my Social Security number" or "parent's bank account number")*. **Do not include specific protected personal information here.**	B. The following is the legal authority by which I believe this information may be exempt from public inspection *(cite to statute, rule, case, etc.). Row numbers correspond to those in column A. Add rows in both columns as necessary.*
1.	1.
2.	2.
3.	3.
4.	4.

PERSON MAKING REQUEST MUST COMPLETE ALL THE FOLLOWING AS INDICATED:

1. *(Initial to confirm)* _____ The specific protected personal information described above is provided on the attached UTCR 2.100 segregated information sheet.

2. The specific protected personal information is in the document in the case file that the following identifies:
   a. Case file number where found: _____
   b. Description of document containing the information: _____
      _____
   c. Page number *(identification)* of the page(s) containing the information: _____
   d. A copy of the object page(s) showing specifically the information to be redacted is attached (required): ☐ Yes ☐ No

3. I have attached the required fee of $ _____ per page for all of the _____ *(number of pages)* pages I have requested be redacted for a total amount of $ _____ *(total amount of check or money order attached).* ☐ Yes ☐ No

4. I *(initial one)* _____ have OR _____ have not attached a self-addressed, stamped postcard with language required by UTCR 2.110 so that the court can inform me of its response to this request.

5. *(Initial to confirm)*_____ I understand that while the protected personal information may be withheld from the general public if this request is granted, it may still be available to some persons and government agencies as described in UTCR 2.100.

6. *(Initial to confirm)* _____ I have mailed or delivered copies of this request *(not including the attached UTCR Form 2.100.4b and its attachments)* to the persons required by UTCR 2.080.

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 as evidence in court and is subject to penalty for perjury.

_____ _____
Date Signature

_____ _____
OSB# *(if applicable)* Name *(typed or printed)*

For office use:

Request ☐ granted OR ☐ denied *(state reason)* _____

_____

Date: _____

TRIAL COURT ADMINISTRATOR

By _____