

CIRCUIT COURT VISITOR PROCESS, FEES, & NOTES

(Updated July/August 2023)

Court visitor process is statutorily covered in ORS 125.150 through 125.170, with additional process for visitors appointed to review temporary fiduciary appointments in ORS 125.605. While the general method of visitor appointment and their responsibilities and obligations are established by statute, the specific mechanics of appointment, the visitors' qualifications, and the manner of visitor fee are delegated to the presiding judge of the circuit in which the visitor is appointed. This document attempts to maintain a summary of each circuit's process, but changes may occur depending on business and case needs. Please consult with the appropriate authority in the jurisdiction if you have specific questions.

BOLD counties are current July 2023; Not bold counties were accurate as of July 2022.

BAKER

Process	Attorneys submit their own form of order for appointment of a visitor from a list. The current list includes the county attorney who is serving as visitor for most cases.
Fee	PJO 2019-02 sets the visitor's fee with an hourly rate not to exceed \$125. Visitors may also charge for travel time at half rate and mileage at the IRS rate.
Other comments	PJO 2019-02 sets the qualifications for qualified visitors and the required experience. The PJ determines prospective visitors' sufficiency under the qualifications.

BENTON

Process	The court visitor is appointed from a preapproved list, with the fee paid to the court, in no circumstances later than 10 days from the filing off the petition. A due date is added to the order event for follow-up on the report. The court holds a list of current court visitors with their party ID numbers ready.
Fee	\$300 per PJO with an allowance for an additional \$25/hr for exceptional cases.
Other comments	Qualifications of the visitors and the standards are also set by the same PJO.

CLACKAMAS

Process	The court has a preapproved list of visitors and appoints based on a rotation. The fee is paid directly to the court and the court pays the visitor. The functional process of visiting is laid out in PJO 2021-12.
Fee	Per PJO 2021-12 A temporary petition fee is \$400 and an indefinite is \$550. If both are sought, the cost is \$550, or \$150 if a temp was already sought and the indefinite is later sought within one calendar year. The PJO contains a provision for automatic increase of the fee on 5-year increments.
Other comments	Qualifications are set by the same PJO and require certain certifications, training, and demonstrable ability.

CLATSOP

Process	Clatsop has 3 visitors on their preapproved list. The court appoints the visitor by standard order. The visitor fee is paid to the court.
Fee	Fee set by PJO 2020-02 at \$300 per case, tendered at the time of the filing of the petition.
Other comments	Visitor qualifications set by PJO 2020-02.

COLUMBIA

Process	The court uses the statewide visitor order to appoint a visitor from a local pre-approved list. The parties used to select their own visitor, but that has very recently changed and the court now selects the visitor. Upon judicial review of the visitor's report, a comment is added to the event to confirm review.
Fee	PJO 23-05 increased the visitor fee to \$400, and the fee is to be tendered to the court at the time of filing.
Other comments	Visitor process and qualifications is, as of July 2023, currently getting specific attention in Columbia.

COOS

Process	Coos County rotates 2 visitors approved by the court. The court appoints them based on availability but tries to balance their appointments and alternate assignment. The fee is paid directly to the court, who pays the visitor. Temporary petitions must have the court visitor arranged with the court before filing.
Fee	Per General Order 18-03 First Amended, the flat rate for a visitor fee is \$400. Should the judge determine that additional fee is necessary due to extreme time or difficulty involved, additional visitor fee may be ordered.
Other comments	The same General Order provides a requirement that the court visitor be interviewed by a judge prior to appointment to assure that the person meets the court's expected qualifications.

CROOK

Process	At the time of the petition, the court appoints the visitor on the statewide form from a list of visitors available.
Fee	The fee varies on the amount of time spent by the visitor. \$150 is due at the time of filing the petition, with the fee increasing to a cap of \$400. Additional fees are approved after submission of a statement by the visitor. The filer pays the visitor directly.
Other comments	

CURRY

Process	Curry County has one local visitor, but Coos County visitors are regularly appointed. The petitioner or attorney contacts a prospective visitor to confirm availability and willingness to be appointed. The filer must submit a form of order for the visitor's appointment.
Fee	The visitor fee is paid directly to the court visitor. The court does not supervise the payment.

Other comments	Curry and Coos counties have the same presiding judge, so the Curry has the same order regarding qualifications that provides a requirement that the court visitor be interviewed by a judge prior to appointment to “assure that the person meets qualifications.”
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DESCHUTES

Process	The visitor is appointed from a pre-approved list of 5-6 visitors who perform the visit. The payment process is complicated but includes mileage.
Fee	Per PJO 2007-08 the fee is not to exceed \$400, with the hourly rate at \$40 for indefinite and \$50 temporary. The visitor prepares an order for reimbursement of funds which provides a 31-day due date for payment by the petitioner. If the fee isn't paid timely, then a letter issues from the court, and escalates from there.
Other comments	The visitor qualifications are set by the PJO 2007-08.

DOUGLAS

Process	A list of preapproved visitors is held by the court, and when a visitor appointment is sought, the court will choose a visitor on rotation. The petitioner is responsible for submitting a form of visitor order.
Fee	The fee is \$200 for indefinite petition and \$250 for temporary appointment. The fee is set by PJO 16-04. Mileage is reimbursable at .30/mile.
Other comments	Qualifications for the visitor are also set by PJO 16-04. The visitor fee seems inadequate and should probably be raised.

GILLIAM

Protective proceedings here are filed in county court rather than circuit court. Please consult the county courthouse clerk for specific information about visitor process.

GRANT

Protective proceedings here are filed in county court rather than circuit court. Please consult the county courthouse clerk for specific information about visitor process.

HARNEY

Protective proceedings here are filed in county court rather than circuit court. Please consult the county courthouse clerk for specific information about visitor process.

HOOD RIVER

Process	The petition moves for the appointment of a visitor that they nominate, and the petitioner prepares the order to appoint the visitor. The court does not choose the visitor and does not have a preapproved list, though local attorneys do tend to nominate the same few.
Fee	The fee is handled between the petitioner and the visitor. The court does not collect or pay.
Other comments	It is unknown whether there is a PJO regarding fees, process, or qualifications.

JACKSON

Process	The court visitor is chosen by the court from a pre-approved list of available visitors. The visitor fee is paid directly to the visitor.
Fee	Fee is \$400 PJO 204 but in extreme cases, additional fees may be necessary at \$65/hr subject to court approval.
Other comments	The form of visitor report is set by PJO 226; Visitor qualifications are set by PJO 276.

JEFFERSON

Process	The court appoints the visitor on the statewide form from a list of visitors available.
Fee	The fee varies on the amount of time spent by the visitor. \$150 due at the time of filing the petition, and then fee can go up to \$400. Additional funds approved after submission of statement by the visitor. The filer pays the visitor directly.
Other comments	

JOSEPHINE

Process	The court appoints the visitor directly and the clerk prepares the order.
Fee	The visitor fee is \$400 flat rate, by PJO 19.027, with \$25 obj. fee if hearing happens.
Other comments	If there is an attorney on the case, the court confidentially shares the visitor contact info and the attorney pays directly. If the filer is pro se, then they pay a visitor fee directly to the court and sign a visitor fee receipt. If additional fee is due to the visitor, it's the visitor's responsibility to collect that fee.

KLAMATH

Process	The filer prepares the form of order for appointment of the visitor, leaving the visitor's name blank. The judicial assistant contacts a visitor from a local list to provide them documents and approve appointment.
Fee	The visitor fee is \$85/hr. The petitioner pays the court visitor directly.
Other comments	The form for appointment is included in the packet for guardianship cases. Both the process of appointment and the visitor fee are currently under review in Klamath, so changes may occur to both in the near future.

LAKE

Process	Lake County relies on 2 visitors from Klamath County – the petitioner nominates the visitor of choice from that list pays them directly. The PJO related to visitors is very old and references a now-retired visitor.
Fee	The visitor fee was \$75/hr, but the fee may depend on the visitor appointed.
Other comments	The process is unique for appointment here – the proposed order appointing the visitor is submitted with the petition but the visitor is not appointed until a proof of service of the notice has been filed. Upon submission of the proof of notice, the visitor is appointed and a copy of the initial filings are provided.

LANE

Process	Upon petition for a guardianship a visitor is chosen by the court from a preapproved list. The fee is paid directly to the visitor by the petitioner and a due date is set for the filing of the visitor's report. Lane County uses the statewide form for the visitor order.
Fee	The visitor fee is set by PJO, on file. It is a \$350 flat fee for indefinite; \$400 flat fee for temporary.
Other comments	Both PC and judge review the content of the visitor's report upon filing.

LINN

Process	The probate clerk coordinates visitor appointment from a preapproved list. The court appoints using the statewide order on a rotation system for appointment.
Fee	The visitor fee is \$350 paid to the court who then pays the visitor.
Other comments	The judge signs off on the content of report after their substantive review.

LINCOLN

Process	The court has a preapproved list of visitors and chooses the visitor to be appointed. Petitioner pays the court the visitor fee and the court pays the visitor. The statewide visitor order is used.
Fee	\$400 flat rate fee. PJO 14-10
Other comments	Two of the visitors are in Lincoln County and one is in Benton.

MALHEUR

Protective proceedings here are filed in county court rather than circuit court. Please consult the county courthouse clerk for specific information about visitor process.

MARION

Process	The court has a preapproved list of visitors from which the petitioner chooses. The court enters an order of appointment submitted by the petitioner or their attorney.
Fee	The visitor fee is set by PJO, not to exceed \$125/hr. The fee is paid directly to the appointed visitor.
Other comments	Qualifications of the visitors are set by PJO 17MARPJO 17-30.

MORROW

Process	
Fee	
Other comments	

MULTNOMAH

Process	Preapproved visitors are listed and the court assigns on a rotation upon filing of a petition requiring a visitor. The filer is alerted to the appointment and the visitor's report is due dated.
Fee	The visitor fee is set at a flat rate by PJO at \$550, whether temporary or indefinite. Historically the visitor fee was paid to the court, which would pay the visitor upon filing of the report, but during COVID protocol, the visitor has been paid directly by the party. If the visitor reports that the fee has not been paid, the court will immediately show cause the petitioner to investigate.
Other comments	Fees, qualifications and process are set by PJO.

POLK

Process	Petitioner or their attorney nominates a prospective visitor. Polk County only has a few local court visitors, and will accept visitors off of the Marion County list. Petitioners may suggest their own visitors if necessary. The petitioner or attorney must submit their own form of visitor order.
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Fee	The fee is not set; Petitioner and the visitor must coordinate and arrange for the fee on their own, together.
Other comments	

SHERMAN

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TILLAMOOK

Process	Petitioner submits the visitor fee and proposed order with a blank for the visitor's name at the time of filing a petition. Staff selects a visitor for assignment and appointment.
Fee	There is a \$250 minimum fee and \$400 maximum fee per PJO 10-05. The fee is paid to the court, compared to the cost bill, and then BFSB disburses to the visitor. Per SLR there is additional compensation of \$25 paid by the objecting party if the visitor is to attend the hearing.
Other comments	Qualifications and standards and procedure are established by the same PJO, with a later PJO specifically finding two visitors qualified.

UMATILLA

Process	
Fee	
Other comments	

UNION

Process	The court has a preapproved visitor. The petitioner prepares a form of visitor order and files it with the petition. If a petitioner request another county's visitor, they may be asked for further qualifications before appointment.
Fee	The visitor fee is \$350 per PJO. The fee is paid to the court.

Other comments	The form of visitor report is standardized with due dates used to track the visitor order and report. The court performs a conflict check for the nominated visitor.
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WALLOWA

Process	The court has a preapproved visitor. The petitioner prepares a form of visitor order and files it with the petition. If a petitioner request another county's visitor, they may be asked for further qualifications before appointment.
Fee	The visitor fee is \$350 per PJO. The fee is paid to the court.
Other comments	The form of visitor report is standardized with due dates used to track the visitor order and report. The court performs a conflict check for the nominated visitor.

WASCO

Process	The petition moves for the appointment of a visitor that they nominate. The court does not choose the visitor and does not have a preapproved list, though local attorneys do tend to nominate the same few.
Fee	The fee is handled between the petitioner and the visitor. The court does not collect or pay.
Other comments	It is unknown whether there is a PJO regarding fees, process, or qualifications.

WASHINGTON

Process	The court has a list of preapproved visitors and the court rotates appointment on the list. The form used is a standardized local order.
Fee	The visitor fee is \$390 flat rate for either a temporary or indefinite appointment, or \$650 for both temp/indefinite. The court pays the visitor.
Other comments	All visitor reports reviewed in Odyssey appear very thorough and comprehensive, addressing a wide variety of considerations. The format of the report is prescribed by PJO. PJOs 204, 226, 276 cover all aspects of the visitor process and fee, as directed by statute.

WHEELER

Protective proceedings here are filed in county court rather than circuit court. Please consult the county courthouse clerk for specific information about visitor process.

YAMHILL

Process	Visitors are all pre-approved by the court and selected by the filer from a list. The filer prepares their own form of order appointing the visitor. Qualifications for visitors under PJO 18-001
Fee	\$400, paid directly to the visitor by PJO 18-001
Other comments	There are 5 approved visitors but only 3 of the 5 are commonly selected. The visitors use their own form of report, rather than a standardized version. The clerk accepts the eFiled report and only forwards on to the judge if concerns present.