

CIRCUIT COURT OF THE STATE OF OREGON
_____ COUNTY

<Address>
<City, State, Zip>
<Telephone #>
<Today's Date>

TO: <Party>
<Address>
<City, State, Zip>

RE: <Case No.>

THE DOCUMENT(S) YOU SUBMITTED TO THE COURT WILL NOT BE FILED FOR THE REASON(S) MARKED BELOW:

- () No or insufficient filing fee. Filing fee is \$_____.**
 - () Form is incomplete or incorrect.**
 - () Signature missing.**
 - () No or incorrect identifying information.**
 - () No or incorrect notary information.**
 - () Case was dismissed for lack of prosecution.**
 - () Incomplete service information – no proof of service, no proof of subservice, green card needed for certificate of mailing.**
 - () Default submitted prior to 14 day period.**
 - () Defendant(s) filed a response. A hearing is scheduled for _____**
 - () Default Judgment already submitted.**
 - () Other: _____**
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ATTACHMENT <Can this show up only if it is chosen it, otherwise it will be blank because there is no attachment? (this will give the opportunity to return or not return a document)>