

# Municipal/Justice Court

## ORS 1.855 JUDGE REGISTRY FORM

ORS 1.855 requires all Oregon cities with municipal courts and all Oregon counties with justice courts to provide registry information on their judges to the Oregon State Court Administrator (SCA) and to promptly notify the SCA of changes.

If you have questions or need assistance completing this form, please contact the Office of the State Court Administrator at 503-986-5500.

TYPE OF JUDGE REGISTRY CHANGE		
<input type="checkbox"/> <b>New Judge Position</b> <i>(Add a new judge to the registry.)</i>	<input type="checkbox"/> <b>Judge Vacancy</b> <i>(Judge retired, resigned, term expired, etc.)</i> <u>Date Vacant:</u> <u>Delete Judge Name:</u>	
<input type="checkbox"/> <b>New Judge – Replace Currently Listed Judge</b> <i>(Replace a judge currently listed on the registry with a new judge.)</i> <u>Delete Judge Name:</u>	<input type="checkbox"/> <b>Other</b> – Describe:	
<input type="checkbox"/> <b>Update Existing/Incumbent Judge Registry Information</b> <i>(Change to judge’s status, term, etc.)</i>		
<b>Court Name</b> <i>(Include court locations served by judge, if more than one location for this court.)</i>		<b>Type of Court</b> <input type="checkbox"/> Municipal <input type="checkbox"/> Justice
<b>City</b>	<b>County</b>	
<b>Judge Name</b>		<b>OSB #</b> <i>(If Applicable)</i>
<b>Status of Judge</b> <i>(Check all that apply.)</i>		
<input type="checkbox"/> Appointed	<input type="checkbox"/> Elected	<input type="checkbox"/> On Contract
<input type="checkbox"/> Pro Tempore		<input type="checkbox"/> Presiding
<b>Length of Term</b>	<b>Date Term Began</b>	<b>Date Term Ends</b>

I certify, on behalf of the  City  County of \_\_\_\_\_ to the above information:

\_\_\_\_\_  
Signature of Authorized Court Official or Authorized City/County Official Date

\_\_\_\_\_  
Print or Type Name Title

**RETURN REGISTRY FORM TO:**

**By Mail:**      Municipal and Justice Courts Registry  
 Office of the State Court Administrator  
 Supreme Court Building  
 1163 State Street  
 Salem, OR 97301-2563

**By Email:**      [ojd.muni-justice.registry@ojd.state.or.us](mailto:ojd.muni-justice.registry@ojd.state.or.us)

**NOTE:** Submission of this form does not register a municipal court under ORS 221.344 for purposes of enforcement of judgments. For that type of registration, please contact the Oregon Department of Revenue.