


Memo

To: General Public
From: Chief Judge Terri V. Smith 
cc: Court Administrator
Date: February 1, 2019
Re: Imposition of Filing Fee for Court Orders

EFFECTIVE IMMEDIATELY the Court will be imposing a **twenty-five dollar (\$25.00)** filing fee** for anyone requesting a Court Order from the Wind River Tribal Court. These types of requests include, but are not limited to, affidavits filed by the public for a change in per capita payments, updated court orders, visitation requests in open/closed cases of the court, combined court orders for multiple children, per capita requests from IIM accounts, etc.

The only exception to this rule is if a request for an Order is made due to a clerical error of the Court.

The justification for the imposition of this fee is based on the work required to fulfill these requests including, but not limited to: pulling the file, reviewing the file, notifying any interested/required parties, preparing the Order for the judge's signature, making copies of the Order and mailing out the Order to all interested parties.

It is our duty and our honor to serve our community and we want to ensure we can continue to do that and this small fee will help us to continue serving you all promptly and efficiently.

**This fee is authorized per Section 1-3-6 of the Shoshone and Arapaho Law and Order Code that makes the Chief Judge responsible for the administration of all courts including assignment of cases, management of court calendar and all court business.