

PLEASE NOTE: OWNERS will have 30 days to pick up **FOUND PROPERTY, and 90 days to pick up **EVIDENCE, PRISONER'S** or **SAFEKEEPING PROPERTY**.**

PROCEDURES FOR CLAIMING PROPERTY

1. Contact the Port of Portland Police Department, Monday through Friday, 8:00 a.m. to 3:00 p.m. at (503) 460-4221 to make an appointment for picking up the property.
2. All property taken by a member of the Port of Portland Police Department as **evidence** will be available for return to the owner once the Department has received confirmation that the item(s) are no longer needed as evidence.
3. **Found property, prisoner's property**, and other property held for **safekeeping** may be returned to an established owner immediately following receipt and processing. This usually occurs within 1 to 5 days.

WHO CAN CLAIM PROPERTY?

In order to receive and remove property from the Police Department, an individual

- must:
1. Present adequate identification **and**;
 2. Be listed on the front of the *Property/Evidence Receipt* as the owner of the property, **or**;
 - present proof of ownership **or**;
 - possess a notarized statement from the owner of the property which designates them as having the authority to receive the property.

*Note: Property involved in an ownership dispute will not be released until true ownership is determined.

TO FILE A FINDER'S CLAIM FOR FOUND PROPERTY

If you as the finder wish to gain legal title to an item of found property, you must comply with the law as follows:

If you find money or goods valued at \$99 or less, the property can be claimed after 30 days.

If you find money or goods valued at \$250 or more, and if the owner of the money or goods is unknown, within *10 days* after the date of the finding, you must give notice of the finding, to the Port of Portland Police Department.

Within 20 days after the date of the finding, as the finder of the money or goods, you must cause to be published in a newspaper of general circulation in the county, (The Oregonian or Willamette Weekly), a notice of the finding, once each week for *two consecutive weeks*. Each such notice shall state the general description of the money or goods found, your name and physical address or P.O. Box, and the final date before which such money or goods may be claimed. If no person appears and establishes his ownership of the money or goods prior to the expiration of *three months* after the date of this notice to the Police Department, the finder shall be the owner of the money or goods.

If an owner of money or goods found by another person appears and establishes his claim to such money or goods within three months of the date of the notice of finding, the owner shall have the return of such money or goods or their value upon payment of all cost and charges incurred in the finding, giving of notice and care and custody of such money or goods.

If you as the finder have placed the found property in the custody of the Port of Portland Police Department and desire to reclaim it, you must furnish to the police personnel a copy of the published "Found Notice" from each week published, and a copy of the receipt originally received from the publication for payment.

This documentation must be presented at the Port of Portland Police Department, between the hours of 8 a.m. and 3 p.m., Monday through Friday. (503) 460-4221.