

**UTAH JUDICIAL COUNCIL  
POLICY, PLANNING, & TECHNOLOGY COMMITTEE  
MEETING AGENDA**  
April 7, 2023 – 12:00 p.m. to 2:00 p.m.  
**Webex**

12:00	Welcome and approval of minutes	Action	Tab 1	Judge Chiara
12:05	<b>CJA 4-202.02.</b> Records classification	Action	Tab 2	Keisa Williams Keri Sargent Nathanael Player
12:25	<b>CJA 4-202.03.</b> Records access <b>CJA 4-202.05.</b> Request to access an administrative record; research; request to classify an administrative record; request to create an index.	Action	Tab 3	Keisa Williams Tucker Samuelson
12:45	<b>CJA 4-404.</b> Jury selection and service	Action	Tab 4	Keri Sargent Meredith Mannebach
1:00	<b>CJA 6-501.</b> Reporting requirements for guardians and conservators	Action	Tab 5	Judge Laura Scott Allison Barger Stacy Haacke
1:20	Technology report/proposals	Discussion		Brody Arishita
1:50	Old Business/New Business			
2:00	Adjourn			

**2023 Meetings:**

May 5, 2023 (all day)	September 1, 2023
June 2, 2023	October 6, 2023
July 7, 2023	November 3, 2023 (all day)
August 4, 2023	December 1, 2023

# TAB 1

## Minutes

March 3, 2023

**UTAH JUDICIALCOUNCIL  
POLICY, PLANNING and TECHNOLOGY COMMITTEE  
MEETING MINUTES**

Webex video conferencing  
March 3, 2023: 12 pm

**DRAFT**

**MEMBERS:**

**PRESENT**

**EXCUSED**

Judge Samuel Chiara, <i>Chair</i>	•	
Judge Suchada Bazzelle	•	
Judge Augustus Chin	•	
Judge David Connors	•	
Judge James Gardner	•	

**GUESTS:**

Paul Barron  
Keri Sargent  
Jon Puente  
Nathanael Player  
Karl Sweeney  
Bart Olsen  
Jeremy Marsh  
Alison Freitas  
Lauren Anderson  
Nick Stiles  
Derick Veater

**STAFF:**

Keisa Williams  
Brody Arishita  
Minhvan Brimhall

**(1) Welcome and approval of minutes:**

Judge Chiara welcomed committee members to the meeting. The committee considered the minutes from the February 3, 2023 meeting. With no changes, Judge Gardner moved to approve the minutes as presented. Judge Chin seconded the motion. The motion passed unanimously.

This meeting is Judge Connors' final meeting with the committee due to his retirement. The committee expressed the highest level of appreciation to Judge Connors for his service with the judiciary, and his unwavering commitment to the Policy, Planning and Technology Committee. Judge Connors is a "rock star" and will be greatly missed.

Judge Michael DiReda will replace Judge Connors on the PP&T Committee once his appointment is confirmed.

**(2) Rules back from public comment:**

- **3-403. Judicial Education**

Two public comments were received (attached). Both object to the policy decision behind requiring training on harassment, abusive conduct, inclusion, and elimination of bias.

The committee discussed and recommended minor edits to the rule for consistency in language throughout the rule. Following a discussion of the public comments, the committee made no additional amendments.

***With no further discussion, Judge Gardner moved to adopt CJA 3-403 as amended and recommended that the rule be forwarded to the Judicial Council with for final approval with an effective date of May 1, 2023. Judge Chin seconded the motion. The motion passed unanimously.***

**(3) CJA 1-205. Standing and ad hoc committees**

At its February meeting, the Judicial Council declined to adopt the proposed amendments to CJA 1- 205 on an expedited basis and sent the rule back to PP&T with the following directives:

1. Add a judge from each court level.
2. Fix the following terminology: “sitting” vs. “current” and “judge or justice” vs. “judicial officer.”
3. Seek feedback from the Committee on Judicial Fairness and Accountability on the revised amendments.
4. Bring the rule back to the Judicial Council.

Following the Council’s directive, the Committee on Judicial Fairness and Accountability submitted the proposed amendments in lines 204-214, adding: 1) one judge from each court level, 2) two former judges from any court level, 3) one representative from the community, and 4) the Director of Data and Research. The PP&T Committee discussed the need for additional members and what qualifications or backgrounds may provide the Judicial Fairness and Accountability Committee with the most well-rounded membership. Ultimately, PP&T determined that the Judicial Fairness Committee would be in the best position to make those recommendations to the Council and added “up to two additional qualified individuals.”

***With no further discussion, Judge Gardner moved to forward CJA 1-205 to the Judicial Council with a recommendation that it be published for a 45-day public comment period. Judge Connors seconded the motion. The motion passed unanimously.***

**(4) CJA 3-117. Committee on Court Forms**

The Committee on Court Forms recommends the following proposed amendments:

1. Remove the requirement that the General Counsel conduct a legal review of every form prior to committee approval. The Court Forms Committee is made up of experienced judges and attorneys that are more than capable of ensuring court forms are legally correct. Adding an extra step is unnecessary and slows progress. The General Counsel’s Office may be consulted as needed.
2. Acknowledge the Committee’s responsibility to continue to review and asses existing forms.
3. Add new form requirements, including user-testing where practicable.

The committee reviewed and recommended a minor edit. Line 9 was amended from “...conduct a comprehensive review...” to “...review current court forms and assess...” The committee did not express any concerns or need for further amendments to the rule.

***With no further discussion, Judge Connors moved to forward CJA 3-117 to the Judicial Council with a recommendation that it be published for a 45-day public comment period. Judge Chin seconded the motion. The motion passed unanimously.***

**(5) CJA 3-406. Budget and Fiscal Management**

PP&T sent rule 3-406 to the Judicial Council in January, with a recommendation that it be published for comment. The Council pulled it from the consent calendar at the request of the Budget and Fiscal Management Committee’s chair and sent it to BFMC for further consideration. BFMC made a few minor amendments, primarily to terminology (i.e., changing “judicial priorities” to “budget requests,” etc.).

The committee recommended changing “Boards of Judges” to “Boards”. The committee did not express other concerns or need for further amendments to the rule.

*With no further discussion, Judge Bazzelle moved to forward CJA 3-406 to the Judicial Council with a recommendation that it be published for a 45-day public comment period. Judge Gardner seconded the motion. The motion passed unanimously.*

**(6) HR Policies:**

- **HR Definition 63. Hot Spot**
- **HR Definition 94. Performance Plan**
- **HR 5-4. Career service exempt introductory period**
- **HR 6-6. Salary**
- **HR 9-11. Conflict of interest**
- **HR 9-17. Nepotism and relationship bias prohibitions**
- **HR 10. Employee development**
- **HR 10-5. Education assistance**
- **HR 17-5. Grievance levels and timelines**
- **HR 17-8. Mediation**

The HR Policy Review Committee recommends amendments to the HR policies listed below. The proposed amendments are predicated upon policy or practice changes, changes to state code, or feedback from employees and supervisors.

**HR Definition 63. Hot Spot.**

The Judicial Council approved funding for “hot spot” adjustments that state court administrators and managers can use when additional compensation becomes available. The new definition clarifies how those funds may be used.

**HR Definition 94. Performance:**

The term “Performance Plan” caused confusion. The term has been changed to “performance expectation” to provide clarification on what is expected of employees in performing their job responsibilities.

**HR 5-4, Career service exempt introductory period:**

Line 36 draws a distinction between a career service employee and a career service exempt employee, creating an introductory period process for career service exempt employees. Line 47 was amended to read “...mission of the judicial branch.”

**HR 6-6. Salary:**

Amendments in paragraph 8 provide clarification on administrative salary increase practices and removes a reference to compensation upon completion of a probationary period in (8)(e).

**HR 6-6 (9)(11). Hot-Spot Increase:**

The amendments provide clarification regarding a “Hot-Spot Increase” and salary adjustments recommended by an employee’s line of management. The committee recommended language modification as:

“A hot-spot salary adjustment from finite Hot-Spot funds authorized by the Judicial Council and consistent with the purposes authorized by the Judicial Council may be granted when it is:

- a) recommended by an employee’s line of management in consultation with HR;
- b) unable to be applied with existing funds available to the employee’s line of management; and
- c) approved by the State Court Administrator, Deputy State Court Administrator or designee.

This increase is subject to the availability of approved funds if authorized by the Judicial Council for the current fiscal year.”

**HR 9-17. Nepotism and relationship bias prohibitions:**

The proposed amendments update terminology to better describe the relationships at issue and clarify that court administrators may consult with HR and the Legal Department when they are notified of a concerning relationship. Following a discussion, the reference to UCA § 52-3-1 was moved to the end of Section 9 to be included in the list of related rules and statutes.

**HR 10. Employee development.**

The amendments remove language referencing the Utah Performance Management System for employee performance expectations and evaluation. Management is encouraged to follow similar practices for career service exempt employees.

**HR 10-5. Education assistance.**

The amendments remove the distinction between career service and career service exempt employees. All employees must get either court executive or AOC approval to receive education assistance.

Due to lack in time, HR 17-5 and 17-8 will be reviewed at another meeting.

***With no further discussion, Judge Connors moved to forward HR Definition 63 and 94, HR 5-4, 6-6, 9-11, 9-17, 10, and 10-5 to the Judicial Council with a recommendation that they be approved as final. Judge Gardner seconded the motion. The motion passed unanimously.***

**Technology report/proposals:**

The Technology Advisory Committee will be meeting within the next two weeks. The topics for review will be audio forms and fees, availability and use of the court's bandwidth, and filtering and blocking of items within the network. The committee hopes to have an update at the next meeting.

Judge Connors noted the audio recording policy /audio retention policy needs to be reviewed, as it has not been updated in about 9 years. The General Counsel's office is looking to revise the policy.

**Old Business/New Business:** None

**Adjourn:** With no further items for discussion, the meeting adjourned. The next meeting will be held on April 7, 2023 at 12 PM via Webex video conferencing, unless otherwise note

# TAB 2

## CJA 4-202.02. Records classification

**Notes:** The proposed amendments update statutory references (lines 176, 206, 211, 241, and 425) and make three substantive changes.

### Court Commissioner Complaint records (lines 308-309)

Under [CJA 3-201.02](#), the Court Commissioner Conduct Committee reviews and investigates conduct complaints against court commissioners. The process mirrors the Judicial Conduct Commission process, with the Judicial Council acting in a similar role to the Supreme Court. In practice, CCCC records are treated as confidential, but subsection (1)(E) refers to rule 4-202.02. Currently, CCCC records are not classified in 4-202.02, making them public by default under 4-202.02(1). The proposed amendment would classify CCCC records as “private,” except for public censures by the Judicial Council.

### Safeguarded records (lines 434-436)

A petitioner in a protective order or stalking injunction case may request that their contact information be safeguarded under paragraph (8)(A). Currently, the only way for those petitioners to also safeguard their contact information in domestic cases is by filing a motion under [CJA 4-202.04](#). The proposed amendment would safeguard contact information in domestic cases “upon request,” if the individual’s contact information has been safeguarded in a protective order or stalking injunction action or in the cases listed under (8)(B).

Proposed amendments to the safeguarded request form (attached) would allow petitioners to submit their (8)(C) requests using the same method as (8)(A) and (8)(B) requests, avoiding confusion and the expense of filing a 4-202.04 motion.

### Name / sex designation changes (lines 191-197 and 260-261)

Staff will discuss this proposal in more detail during the meeting, but in summary, the proposed amendments are in response to [S.B. 93](#) (*effective March 23<sup>rd</sup>*), a bill creating new statutory provisions to govern the process for changing a sex designation on a birth certificate, with special provisions for minors (beginning at line 175 in the bill). Currently, court records associated with sex designation changes are public, unless otherwise ordered. Most often, sex designation changes

are made in conjunction with a name change. Name change records are public, with notice and “open court” provisions found in Section [42-1-2](#) (unchanged in S.B. 93). The bill specifies that the court must “close the hearing on a petition for a sex designation change” (for an unemancipated child at least 15 and 1/2 years old), but does not mention the classification of other records in those cases.

The proposed amendments would classify:

1. sex designation records for both minors and adults as “private;”
2. name change records for both minors and adults as “public,” and
3. records in cases involving both a name change and a sex designation change, for minors and adults, as “private” (with a few exceptions).

There is some question as to whether #3 is inconsistent with the code, or at least, would make it difficult for the court to meet the “upon proof in open court” requirement in 42-1-2 for the name change portion of the case - one purpose for which has been to protect against fraud.

At the same time, vulnerable populations face a significant risk of harm should their sex designation change be made public. Rule [4-202](#) recognizes the delicate balance courts must strike by providing a list of interests served by both open and closed court records. And under Rule [4-202.04\(6\)](#), in deciding whether to classify a record as non-public, judges may consider “any relevant factor, interest, or policy, including but not limited to the interests described in rule 4-202...”

Also included in the packet are 5 new name change and sex designation forms scheduled for review by the Court Forms Committee on April 10<sup>th</sup>.



**Rule 4-202.02. Records Classification.**

**Intent:**

To classify court records as public or non-public.

**Applicability:**

This rule applies to the judicial branch.

**Statement of the Rule:**

(1) **Presumption of Public Court Records.** Court records are public unless otherwise classified by this rule.

(2) **Public Court Records.** Public court records include but are not limited to:

(2)(A) abstract of a citation that redacts all non-public information;

(2)(B) aggregate records without non-public information and without personal identifying information;

(2)(C) appellate filings, including briefs;

(2)(D) arrest warrants, but a court may restrict access before service;

(2)(E) audit reports;

(2)(F) case files;

(2)(G) committee reports after release by the Judicial Council or the court that requested the study;

(2)(H) contracts entered into by the judicial branch and records of compliance with the terms of a contract;

(2)(I) drafts that were never finalized but were relied upon in carrying out an action or policy;

(2)(J) exhibits, but the judge may regulate or deny access to ensure the integrity of the exhibit, a fair trial or interests favoring closure;

(2)(K) financial records;

(2)(L) indexes approved by the Management Committee of the Judicial Council, including the following, in courts other than the juvenile court; an index may contain any other index information:

(2)(L)(i) amount in controversy;

(2)(L)(ii) attorney name;

(2)(L)(iii) licensed paralegal practitioner name;

(2)(L)(iv) case number;

(2)(L)(v) case status;

(2)(L)(vi) civil case type or criminal violation;

(2)(L)(vii) civil judgment or criminal disposition;

(2)(L)(viii) daily calendar;

(2)(L)(ix) file date;

(2)(L)(x) party name;

(2)(M) name, business address, business telephone number, and business email address of an adult person or business entity other than a party or a victim or witness of a crime;

(2)(N) name, address, telephone number, email address, date of birth, and last four digits of the following: driver's license number; social security number; or account number of a party;

(2)(O) name, business address, business telephone number, and business email address of a lawyer or licensed paralegal practitioner appearing in a case;

(2)(P) name, business address, business telephone number, and business email address of court personnel other than judges;

(2)(Q) name, business address, and business telephone number of judges;

(2)(R) name, gender, gross salary and benefits, job title and description, number of hours worked per pay period, dates of employment, and relevant qualifications of a current or former court personnel;

(2)(S) unless classified by the judge as private or safeguarded to protect the personal safety of the juror or the juror's family, the name of a juror empaneled to try a case, but only 10 days after the jury is discharged;

(2)(T) opinions, including concurring and dissenting opinions, and orders entered in open hearings;

(2)(U) order or decision classifying a record as not public;

(2)(V) private record if the subject of the record has given written permission to make the record public;

(2)(W) probation progress/violation reports;

(2)(X) publications of the administrative office of the courts;

(2)(Y) record in which the judicial branch determines or states an opinion on the rights of the state, a political subdivision, the public, or a person;

(2)(Z) record of the receipt or expenditure of public funds;

(2)(AA) record or minutes of an open meeting or hearing and the transcript of them;

(2)(BB) record of formal discipline of current or former court personnel or of a person regulated by the judicial branch if the disciplinary action has been completed, and all time periods for administrative appeal have expired, and the disciplinary action was sustained;

(2)(CC) record of a request for a record;

(2)(DD) reports used by the judiciary if all of the data in the report is public or the Judicial Council designates the report as a public record;

(2)(EE) rules of the Supreme Court and Judicial Council;

(2)(FF) search warrants, the application and all affidavits or other recorded testimony on which a warrant is based are public after they are unsealed under Utah Rule of Criminal Procedure 40;

(2)(GG) statistical data derived from public and non-public records but that disclose only public data; and

(2)(HH) notwithstanding subsections (6) and (7), if a petition, indictment, or information is filed charging a person 14 years of age or older with a felony or an offense that would be a felony if committed by an adult, the petition, indictment or information, the adjudication order, the disposition order, and the delinquency history summary of the person are public records. The delinquency history summary shall contain the name of the person, a listing of the offenses for which the person was adjudged to be within the jurisdiction of the juvenile court, and the disposition of the court in each of those offenses.

**(3) Sealed Court Records.** The following court records are sealed:

(3)(A) records in the following actions:

(3)(A)(i) Title 78B, Chapter 6, Part 1 – Utah Adoption Act six months after the conclusion of proceedings, which are private until sealed;

(3)(A)(ii) Title 78B, Chapter 15, Part 8 – Gestational Agreement, six months after the conclusion of proceedings, which are private until sealed;

(3)(A)(iii) Section 76-7-304.5 – Consent required for abortions performed on minors; and

(3)(A)(iv) Section 78B-8-402 – Actions for disease testing;

(3)(B) expunged records;

(3)(C) orders authorizing installation of pen register or trap and trace device under Utah Code Section 77-23a-15;

(3)(D) records showing the identity of a confidential informant;

(3)(E) records relating to the possession of a financial institution by the commissioner of financial institutions under Utah Code Section 7-2-6;

(3)(F) wills deposited for safe keeping under Utah Code Section 75-2-901;

(3)(G) records designated as sealed by rule of the Supreme Court;

(3)(H) record of a Children's Justice Center investigative interview after the conclusion of any legal proceedings;

(3)(I) on appeal, any record previously designated as sealed by another court; and

(3)(J) other records as ordered by the court under Rule 4-202.04.

**(4) Private Court Records.** The following court records are private:

(4)(A) records in the following actions:

(4)(A)(i) Section ~~62A-15-631~~26B-5-332, Involuntary commitment under court order;

(4)(A)(ii) Section 76-10-532, Removal from the National Instant Check System database;

(4)(A)(iii) Title 78B, Chapter 6, Part 1, Utah Adoption Act, until the records are sealed;

(4)(A)(iv) Title 78B, Chapter 15, Part 8, Gestational Agreement, until the records are sealed; ~~and~~

(4)(A)(v) cases initiated in the district court by filing an abstract of a juvenile court restitution judgment; ~~and-~~

(4)(A)(vi) Section 26B-8-111, Sex designation changes, and name changes combined with sex designation changes for both minors and adults, except that:

(4)(A)(vi)(a) the case history is public for minors; and

(4)(A)(vi)(b) the case history and record of public hearings are public for adults.

(4)(B) records in the following actions, except that the case history, judgments, orders, decrees, letters of appointment, and the record of public hearings are public records:

(4)(B)(i) Title 30, Husband and Wife, including qualified domestic relations orders, except that an action for consortium due to personal injury under Section 30-2-11 is public;

~~(4)(B)(ii) Title 77, Chapter 3a, Stalking Injunctions;~~

(4)(B)(iii) Title 75, Chapter 5, Protection of Persons Under Disability and their Property;

(4)(B)(~~iii~~iv) Title 78B, Chapter 7, Protective Orders and Stalking Injunctions;

(4)(B)(~~i~~iv) Title 78B, Chapter 12, Utah Child Support Act;

(4)(B)(~~vi~~) Title 78B, Chapter 13, Utah Uniform Child Custody Jurisdiction and Enforcement Act;

(4)(B)(~~vii~~) Title 78B, Chapter 14, Uniform Interstate Family Support Act;

(4)(B)(~~viii~~) Title 78B, Chapter 15, Utah Uniform Parentage Act; and

(4)(B)(~~viii~~x) an action to modify or enforce a judgment in any of the actions in this subparagraph (B);

(4)(C) records related to determinations of indigency;

(4)(D) an affidavit supporting a motion to waive fees;

(4)(E) aggregate records other than public aggregate records under subsection (2);

(4)(F) alternative dispute resolution records;

(4)(G) applications for accommodation under the Americans with Disabilities Act;

(4)(H) jail booking sheets;

(4)(I) citation, but an abstract of a citation that redacts all non-public information is public;

(4)(J) judgment information statement;

(4)(K) judicial review of final agency action under Utah Code Section ~~62A-4a-1009~~80-2-707;

(4)(L) the following personal identifying information about a party: driver's license number, social security number, account description and number, password, identification number, maiden name and mother's maiden name, and similar personal identifying information;

(4)(M) the following personal identifying information about a person other than a party or a victim or witness of a crime: residential address, personal email address, personal telephone number; date of birth, driver's license number, social security number,

account description and number, password, identification number, maiden name, mother's maiden name, and similar personal identifying information;

(4)(N) medical, psychiatric, or psychological records;

(4)(O) name of a minor, except that the name of a minor party is public in the following district and justice court proceedings:

(4)(O)(i) name change of a minor, unless the name change is combined with a sex designation change;

(4)(O)(ii) guardianship or conservatorship for a minor;

(4)(O)(iii) felony, misdemeanor, or infraction when the minor is a party;

(4)(O)(iv) protective orders and stalking injunctions; and

(4)(O)(v) custody orders and decrees;

(4)(P) nonresident violator notice of noncompliance;

(4)(Q) personnel file of a current or former court personnel or applicant for employment;

(4)(R) photograph, film, or video of a crime victim;

(4)(S) record of a court hearing closed to the public or of a child's testimony taken under URCrP 15.5:

(4)(S)(i) permanently if the hearing is not traditionally open to the public and public access does not play a significant positive role in the process; or

(4)(S)(ii) if the hearing is traditionally open to the public, until the judge determines it is possible to release the record without prejudice to the interests that justified the closure;

(4)(T) record submitted by a senior judge or court commissioner regarding performance evaluation and certification;

(4)(U) record submitted for in camera review until its public availability is determined;

(4)(V) reports of investigations by Child Protective Services;

(4)(W) statement in support of petition to determine competency;

(4)(X) victim impact statements;

(4)(Y) name of a prospective juror summoned to attend court, unless classified by the judge as safeguarded to protect the personal safety of the prospective juror or the prospective juror's family;

(4)(Z) records filed pursuant to Rules 52 - 59 of the Utah Rules of Appellate Procedure, except briefs filed pursuant to court order;

(4)(AA) records in a proceeding under Rule 60 of the Utah Rules of Appellate Procedure; ~~and~~

(4)(BB) records related to Court Commissioner Conduct Committee and Judicial Council actions under Rule 3-201.02, other than a public censure by the Council, and

(4)(~~CCBB~~) other records as ordered by the court under Rule 4-202.04.

**(5) Protected Court Records.** The following court records are protected:

(5)(A) attorney's work product, including the mental impressions or legal theories of an attorney or other representative of the courts concerning litigation, privileged communication between the courts and an attorney representing, retained, or employed by the courts, and records prepared solely in anticipation of litigation or a judicial, quasi-judicial, or administrative proceeding;

(5)(B) records that are subject to the attorney client privilege;

(5)(C) bids or proposals until the deadline for submitting them has closed;

(5)(D) budget analyses, revenue estimates, and fiscal notes of proposed legislation before issuance of the final recommendations in these areas;

(5)(E) budget recommendations, legislative proposals, and policy statements, that if disclosed would reveal the court's contemplated policies or contemplated courses of action;

(5)(F) court security plans;

(5)(G) investigation and analysis of loss covered by the risk management fund;

(5)(H) memorandum prepared by staff for a member of any body charged by law with performing a judicial function and used in the decision-making process;

(5)(I) confidential business records under Utah Code Section 63G-2-309;

(5)(J) record created or maintained for civil, criminal, or administrative enforcement purposes, audit or discipline purposes, or licensing, certification or registration purposes, if the record reasonably could be expected to:

(5)(J)(i) interfere with an investigation;

(5)(J)(ii) interfere with a fair hearing or trial;

(5)(J)(iii) disclose the identity of a confidential source; or

(5)(J)(iv) concern the security of a court facility;

(5)(K) record identifying property under consideration for sale or acquisition by the court or its appraised or estimated value unless the information has been disclosed to someone not under a duty of confidentiality to the courts;

(5)(L) record that would reveal the contents of settlement negotiations other than the final settlement agreement;

(5)(M) record the disclosure of which would impair governmental procurement or give an unfair advantage to any person;

(5)(N) record the disclosure of which would interfere with supervision of an offender's incarceration, probation, or parole;

(5)(O) record the disclosure of which would jeopardize life, safety, or property;

(5)(P) strategy about collective bargaining or pending litigation;

(5)(Q) test questions and answers;

(5)(R) trade secrets as defined in Utah Code Section 13-24-2;

(5)(S) record of a Children's Justice Center investigative interview before the conclusion of any legal proceedings;

(5)(T) presentence investigation report;

(5)(U) except for those filed with the court, records maintained and prepared by juvenile probation; and

(5)(V) other records as ordered by the court under Rule 4-202.04.

**(6) Juvenile Court Social Records.** The following are juvenile court social records:

(6)(A) correspondence relating to juvenile social records;

(6)(B) custody evaluations, parent-time evaluations, parental fitness evaluations, substance abuse evaluations, domestic violence evaluations;

(6)(C) medical, psychological, psychiatric evaluations;

(6)(D) pre-disposition and social summary reports;

(6)(E) probation agency and institutional reports or evaluations;

(6)(F) referral reports;

(6)(G) report of preliminary inquiries; and

(6)(H) treatment or service plans.

**(7) Juvenile Court Legal Records.** The following are juvenile court legal records:



(7)(A) accounting records;

(7)(B) discovery filed with the court;

(7)(C) pleadings, summonses, subpoenas, motions, affidavits, calendars, minutes, findings, orders, decrees;

(7)(D) name of a party or minor;

(7)(E) record of a court hearing;

(7)(F) referral and offense histories

(7)(G) and any other juvenile court record regarding a minor that is not designated as a social record.

**(8) Safeguarded Court Records.** The following court records are safeguarded:

(8)(A) upon request, location information, contact information, and identity information, other than the name of a petitioner and other persons to be protected, in an action filed under Title 78B, Chapter 7, Protective Orders and Stalking Injunctions;

(8)(B) upon request, location information, contact information and identity information, other than the name of a party or the party's child, after showing by affidavit that the health, safety, or liberty of the party or child would be jeopardized by disclosure in a proceeding under Title 78B, Chapter 13, Utah Uniform Child Custody Jurisdiction and Enforcement Act or Title 78B, Chapter 14, Uniform Interstate Family Support Act or Title 78B, Chapter 15, Utah Uniform Parentage Act;

(8)(C) upon request, if the information has been safeguarded under paragraph (8)(A) or (8)(B), location information, contact information and identity information, other than the name of a party or the party's child, in a proceeding under Title 30, Husband and Wife.

(8)(~~DC~~) location information, contact information, and identity information of prospective jurors on the master jury list or the qualified jury list;

(8)(~~ED~~) location information, contact information, and identity information other than name of a prospective juror summoned to attend court;

(8)(~~EE~~) the following information about a victim or witness of a crime:

(8)(~~EE~~)(i) business and personal address, email address, telephone number, and similar information from which the person can be located or contacted;

(8)(~~EE~~)(ii) date of birth, driver's license number, social security number, account description and number, password, identification number, maiden name, mother's maiden name, and similar personal identifying information.

*Effective: November 21, 2023*

**This is a Safeguarded record.  
This means the other parties in your  
case cannot see this document.**

**Non-Public Information --  
Safeguarded Contact Information**

**Case Number** \_\_\_\_\_

Utah Code of Judicial Administration Rule 4-202.02

**Instructions:**

If your case is one of the types listed below and you want to safeguard your contact information (or that of your child) from the other party, write the information on this form and omit the information from the other documents you file in this case. File this form with the court, but **do not** serve this form on the other party.

- Safeguard means information such as addresses, telephone numbers and email addresses will not be available to the other parties in your case. Documents classified as Safeguarded cannot be viewed by anyone electronically.
- Your case is already considered Private, which means that no one other than the case parties can view documents and other information. This includes minors' names, addresses and other contact information. With identity verification, documents classified as Private can be viewed electronically only by the parties.

Keep the following contact information safeguarded. Do not provide the contact information to the other party because (Choose all that apply.):

☒ I have a court order or agency order authorizing me to safeguard my contact information.

☒ This proceeding is about:

- A protective order (Utah Code 78B-7-109).
- A stalking injunction (Utah Code 78B-7-701).

☒ My contact information is safeguarded in another case.

- Case Nos. \_\_\_\_\_

☒ This proceeding is about one of the following cases, and contact information needs to be Safeguarded because the health, safety or liberty of me or my child would be jeopardized by disclosure:

- A parentage order (Utah Code 62A-11-304.4).
- A custody order (UCCJEA, Utah Code 78B-13-209).
- A support order (UIFSA, Utah Code 78B-14-312).

Name	
Residential Address	
City, State, ZIP	

Phone		Email address	
Reason for safeguarding contact information		<input type="checkbox"/> court or agency order <input type="checkbox"/> parentage order <input type="checkbox"/> protective order <input type="checkbox"/> custody order <input type="checkbox"/> stalking injunction <input type="checkbox"/> support order <input type="checkbox"/> safeguarded in another case	

Name			
Residential Address			
City, State, ZIP			
Phone		Email address	
Reason for safeguarding contact information		<input type="checkbox"/> court or agency order <input type="checkbox"/> parentage order <input type="checkbox"/> protective order <input type="checkbox"/> custody order <input type="checkbox"/> stalking injunction <input type="checkbox"/> support order <input type="checkbox"/> safeguarded in another case	

Name			
Residential Address			
City, State, ZIP			
Phone		Email address	
Reason for safeguarding contact information		<input type="checkbox"/> court or agency order <input type="checkbox"/> parentage order <input type="checkbox"/> protective order <input type="checkbox"/> custody order <input type="checkbox"/> stalking injunction <input type="checkbox"/> support order <input type="checkbox"/> safeguarded in another case	

**Plaintiff/Petitioner or Defendant/Respondent**

I declare under criminal penalty under the law of Utah that everything stated in this documetrn is true:

Signed at \_\_\_\_\_ (city, and state or country).

\_\_\_\_\_  
Date

Signature ⇨ \_\_\_\_\_

Printed Name \_\_\_\_\_

**Attorney or Licensed Paralegal Practitioner of record** (if applicable)

\_\_\_\_\_ Signature ⇨ \_\_\_\_\_

Printed Name \_\_\_\_\_

---

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

---

In the matter of the (choose all that apply):

- ☐ name change of  
☐ sex change of

\_\_\_\_\_  
(Minor's name)

A minor.

**Order Changing** (choose all that apply):

☐ **Minor's Name**  
(Utah Code 42-1-1)

☐ **Minor's Sex**  
(Utah Code 26-2-11)

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

---

1. Petitioner and the minor appeared in court on: \_\_\_\_\_ (date).

2. The minor was born on: \_\_\_\_\_ (date).

**The court finds:**

3. ☐ All notices required by law have been given.
4. ☐ No objections to the proposed changes were made.
- ☐ Objections to the proposed changes were made by:

\_\_\_\_\_  
☐ Written consent to the proposed changes was filed by:

☐ \_\_\_\_\_ (name),  
the minor's parent

☐ \_\_\_\_\_ (name),  
the minor's parent

☐ \_\_\_\_\_ (name),  
the minor's custodian

☐ \_\_\_\_\_ (name),  
the minor's guardian

[ ] \_\_\_\_\_ (name),  
other, who is minor's  
\_\_\_\_\_ (specify relationship)

5. [ ] The statements in the petition are true.
6. [ ] The requests in the petition are not for a wrongful or fraudulent purpose.
7. [ ] For name change: The name on the minor's birth certificate is:

First name	
Middle name(s) (if any)	
Last name	

The minor:

- [ ] is not on the Child Abuse Offender Registry
- [ ] is on the Child Abuse Offender Registry.

The minor:

- [ ] is not on the Sex and Kidnap Offender Registry.
- [ ] is on the Sex and Kidnap Offender Registry, but granting the petition is not against the public interest (Utah Code 77-41-105(8)(a)).

8. [ ] For sex change: the minor's legal sex is [ ] male [ ] female [ ] other: \_\_\_\_\_
9. [ ] For sex change: the petition is supported by **clear and convincing** objective evidence of appropriate clinical care or treatment for gender transitioning or change, provided by a licensed medical professional.
10. [ ] For sex change: **there is clear and convincing evidence that the minor has transitioned to the sex sought in the petition in a consistent and uniform manner for at least 6 months.**
11. [ ] For sex change: **there is clear and convincing evidence that the minor experiences significant distress or impairment due to the current legal sex designation on their birth certificate.**
12. [ ] Other findings (if any):

\_\_\_\_\_  
\_\_\_\_\_

**The court concludes:**

13. The statements in the petition:  
[ ] are sufficient and the petition should be granted.  
[ ] are not sufficient and the petition should not be granted.
14. [ ] Name Change  
The requirements for a name change in Utah Code 42-1-1 through 42-1-3:  
[ ] have been met.  
[ ] have not been met.
15. [ ] Sex Change  
The requirements for a legal sex change in Utah Code 26-2-11:  
[ ] have been met.  
[ ] have not been met.
16. The name change [ ] is [ ] is not in the best interest of the minor.
17. The legal sex change [ ] is [ ] is not in the best interest of the minor.

**The court orders:**

13. The Petition is  
[ ] granted [ ] denied
14. [ ] The minor's current legal name is changed to

First name	
Middle name (if any)	
Surname (Last name)	

This new name may be entered on the minor's birth certificate and used as the minor's legal name from this date forward.

15. [ ] The minor's current legal sex is changed from:  
[ ] male to female  
[ ] female to male

This new legal sex may be entered on the minor's birth certificate and used as the minor's legal sex on:

☐ the child's 16<sup>th</sup> birthday which is \_\_\_\_\_ (date), or

☐ immediately. The child is over 16 years old.

Judge's signature may instead appear at the top of the first page of this document.

\_\_\_\_\_  
Date

Signature ►

\_\_\_\_\_  
Judge  
\_\_\_\_\_



### Certificate of Service

I certify that I filed with the court and am serving a copy of this Order Changing Minor's Name or Sex on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Printed Name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

In the Matter of the name change of:

\_\_\_\_\_  
Petitioner (current legal name)

**Order on Petition for Name Change**  
(Utah Code 42-1-1)

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

1. Petitioner appeared in court on \_\_\_\_\_ (date).
2. Petitioner was born on: \_\_\_\_\_ (date).

**The court finds:**

3. ☐ All the notices required by law have been given.
4. Objections (Choose one.):  
☐ No objections to the petition were made.  
☐ Objections to the petition were made by:  
\_\_\_\_\_

5. ☐ The statements in the petition are accepted as true.
6. ☐ The requests in the petition are not for a wrongful or fraudulent purpose.

7. ☐ The name on petitioner's birth certificate is:

First name	
Middle name(s) (if any)	
Last name	

☐ The petitioner's name changed due to marriage, divorce, or court order. The petitioner's current legal name is:

First name	
Middle name(s) (if any)	
Last Name	

Petitioner:

☐ is not on the Child Abuse Offender Registry

☐ is on the Child Abuse Offender Registry.

Petitioner:

☐ is not on the Sex and Kidnap Offender Registry.

☐ is on the Sex and Kidnap Offender Registry, but granting the petition is not against the public interest (Utah Code 77-41-105(8)(a)).

8. ☐ The court has reviewed the factors under Code of Judicial Administration 4-202 and consistent with the power the court has under Code of Judicial Administration 4-202.06(6) the court finds that the name change order in this case should be classified as private. The privacy and safety concerns in the petition balance in favor of making the order private. There are no reasonable alternatives sufficient to protect the privacy and safety interests articulated in the petition.

9. ☐ Other findings (if any):

---

---

---

**The court concludes:**

10. The statements in the petition:  
[ ] are sufficient and the petition should be granted.  
[ ] are not sufficient and the petition should not be granted.
11. The requirements for a name change in Utah Code 42-1-1 through 42-1-3:  
[ ] have been met.  
[ ] have not been met.

Having considered the documents filed with the court, the evidence and the arguments,  
and now being fully informed,

**The court orders:**

12. The Petition is  
[ ] granted [ ] denied
13. Petitioner's legal name is changed to:

First name	
Middle name(s) (if any)	
Last name	

This new legal name may be entered on the petitioner's birth certificate and used  
as the petitioner's new legal name from this date forward.

14. [ ] This Order on Petition for Name Change is classified as private.

Judge's signature may instead appear at the top of the first page of this document.

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_  
Judge  
\_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and am serving a copy of this Order on Petition for Name Change on the following people.

(Only required if there were other interested parties in this case).

Person's Name	Service Method	Service Address	Service Date
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ►

Printed Name

**This is a private document**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

In the Matter of the sex change of:

\_\_\_\_\_  
Petitioner (current legal name)

**Order on Petition for Sex Change**  
(Utah Code 26-2-11)

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

1. Petitioner appeared in court on \_\_\_\_\_ (date).
2. Petitioner was born on: \_\_\_\_\_ (date).

**The court finds:**

3. ☐ All the notices required by law have been given.
4. Objections (Choose one.):  
☐ No objections to the petition were made.  
☐ Objections to the petition were made by:  
\_\_\_\_\_

5. ☐ The statements in the petition are accepted as true.
6. ☐ The requests in the petition are not for a wrongful or fraudulent purpose.

7. ☐ Petitioner's legal sex is ☐ male ☐ female ☐ other:\_\_\_\_\_
8. ☐ The petition is supported by **clear and convincing** objective evidence of appropriate clinical care or treatment for gender transitioning or change, provided by a licensed medical professional.
9. ☐ **There is clear and convincing evidence that petitioner has transitioned to the sex sought in the petition in a consistent and uniform matter for at least 6 months.**
10. ☐ **There is clear and convincing evidence that petitioner experiences significant distress or impairment due to the current legal sex designation on their birth certificate.**
11. ☐ Other findings (if any):

---

---

---

**The court concludes:**

12. The statements in the petition:
- ☐ are sufficient and the petition should be granted.
- ☐ are not sufficient and the petition should not be granted.
13. The requirements for a legal sex change in Utah Code 26-2-11:
- ☐ have been met.
- ☐ have not been met.

Having considered the documents filed with the court, the evidence and the arguments, and now being fully informed,

**The court orders:**

14. The Petition is
- ☐ granted ☐ denied
15. ☐ Petitioner's legal sex is changed to:
- ☐ male ☐ female ☐ other:\_\_\_\_\_

This new legal sex may be entered on the petitioner's birth certificate and used as the petitioner's new legal sex from this date forward.

16. This Order on Petition for Sex Change is classified as private.

Judge's signature may instead appear at the top of the first page of this document.

\_\_\_\_\_  
Date

Signature ►

\_\_\_\_\_  
Judge  
\_\_\_\_\_



### Certificate of Service

I certify that I filed with the court and am serving a copy of this Order on Petition for Name Change or Sex Change on the following people.

(Only required if there were other interested parties in this case).

Person's Name	Service Method	Service Address	Service Date
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ►

Printed Name



3. If I am not the minor's legal guardian or custodian, I have attached a copy of the court orders appointing the guardian or custodian. Here is what I know about those orders:

Date signed by judge	Case number	Court name	Copy attached?

4. Minor's information:

Name on birth certificate:	
Date of birth:	
Place of birth:	
Minor's current address: (you must file in the county where the minor lives)	
Date when minor began living in county where petition is filed: (the minor must live in the county for at least one year)	
Name of adult who lives with minor, has physical custody, and provides care	
Parents' names:	
Parents' current addresses: (list both addresses if they aren't the same)	
Minor's sex on birth certificate	

5. Except for this petition:

- ☐ The minor is not involved in any court actions or proceedings.  
☐ The minor is involved in the following court actions or proceedings:

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

**Commented [NP1]:** Paragraphs 5 and 6 were added here, but seem necessary under SB 93, and seem warranted to make the minor petition mirror, as much as possible, the adult petition

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

6. I am:

- ☐ not on probation or parole.  
☐ On probation or parole.

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

7. I am not requesting these changes for a wrongful or fraudulent purpose, which includes efforts to commit a crime, to interfere with the rights of others, to avoid creditors, or to influence the sentence, fine, or conditions imprisonment in a criminal case, to commit fraud on the public, or for any other fraudulent purpose.

**Commented [NP2]:** Paragraphs 7-10 were moved up from the bottom to be consistent with the format of the adult name change - we contemplated making these changes after we revisited the adult name/sex change forms in the fall

8. Granting this petition will not affect any right, title, or interest of anyone else, except for the parent, custodian, or guardian named above.

9. I do not know of any reason why this petition should not be granted.

**Commented [NP3]:** Moved up from best interest section

10. I request a hearing.

(If you are only asking for a name change, complete paragraphs 11-14 and then skip to paragraph 22.  
 If you are asking for both a name and sex change, complete all the paragraphs below.  
 If you are only asking for a sex change, skip to paragraph 15)

11. ☐ **Name Change**

I ask the court to change the minor's name to:

First name	
Middle name (if any)	
Surname (last name)	

12. The minor is not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))

13. The minor is (Choose one.):

☐ not on the Sex and Kidnap Offender Registry.

☐ on the Sex and Kidnap Offender Registry. Granting this petition is not against the public interest because (Explain.):

---

---

14. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.

Commented [NP4]: Moved up from best interest section

15. ☐ **Sex Change**

(Only complete paragraphs 15-21 if you are asking for a sex change for the minor.)

I ask the court to change the minor's legal sex to: ☐ male ☐ female.

16. The minor is at least 15 years and 6 months old.

17. I ask the court to appoint a guardian ad litem for the minor child.

18. The minor has transitioned to the sex sought in this petition and has outwardly expressed as the sex sought in the petition in a consistent and uniform manner for at least 6 months.

19. The minor experiences clinically significant distress or impairment due to the current legal sex designation on their birth certificate.

20. I have attached evidence of the minor's appropriate clinical care or treatment for gender transitioning or change by a licensed medical professional.

21. I have attached evidence that the minor has outwardly expressed the sex sought in this petition in a consistent and uniform manner for at least 6 months and that

the sex change sought in this petition is sincerely held and part of their core identity.

### Notice and Best Interests

22. ☐ The following people may be entitled to notice and to participate in these proceedings:
- ☐ \_\_\_\_\_ (parent's name)
- ☐ has agreed to the proposed change.  
I have attached their signed consent, or I will file it before the hearing on this petition.
- ☐ has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.
- ☐ \_\_\_\_\_ (other parent's name)
- ☐ has agreed to the proposed change.  
I have attached their signed consent, or I will file it before the hearing on this petition.
- ☐ has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.
- ☐ \_\_\_\_\_ (guardian, conservator, Guardian ad Litem)
- ☐ has agreed to the proposed change.  
I have attached their signed consent, or I will file it before the hearing on this petition.
- ☐ has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.
23. The changes to the minor's vital statistics information will benefit the minor. Here are the reasons why:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
24. The minor child: (choose one)

[ ] is old enough to make intelligent and decisive choices, and wants to make these changes because:

\_\_\_\_\_  
\_\_\_\_\_

[ ] is not old enough to make an intelligent and decisive choice about these changes.

25. These changes are in the minor's best interest.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at \_\_\_\_\_ (city, and state or country).

\_\_\_\_\_  
Date Signature ► \_\_\_\_\_

Printed Name \_\_\_\_\_

\_\_\_\_\_  
Name (currently used)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone

**Check your email.** You will receive information and documents at this email address.

\_\_\_\_\_  
Email

I am ☐ Petitioner ☐ Petitioner's Attorney (Utah Bar #: \_\_\_\_\_)  
☐ Petitioner's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

In the Matter of the (choose all that apply):

☐ name change of:  
☐ sex change of:

\_\_\_\_\_  
Petitioner (current legal name)

**Petition for** (choose all that apply):

☐ **Name Change**  
(Utah Code 42-1-1)

☐ **Sex Change**  
(Utah Code 26-2-11)

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

### Petitioner Information

1. I live in \_\_\_\_\_ County, Utah.

2. I was born on: \_\_\_\_\_ (date).

3. Except for this petition:

**Commented [NP1]:** Paragraphs 3 and 4 are moved into the general section because this information is now applicable for both name and sex changes



- ☐ I am not involved in any court actions or proceedings.  
☐ I am involved in the following court actions or proceedings:

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

4. I am:

- ☐ not on probation or parole.  
☐ On probation or parole.

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

5. I am not filing this petition for a wrongful or fraudulent purpose, which includes efforts to commit a crime, to interfere with the rights of others, to avoid creditors, to influence the sentence, fine, or conditions of imprisonment in a criminal case, to commit fraud on the public, or for any other fraudulent purpose.
6. Granting this petition will not affect any right, title, or interest of anyone else, and I do not know of anyone else who should be notified of this petition.

7. I do not know any reason why this petition should not be granted.

8. I request a hearing.

☐ **Name Change** (Only complete paragraphs 9-13 if you are asking for a name change.)

9. I request a name change.

The name on my birth certificate is:

First name	
Middle name(s) (if any)	
Last Name	

☐ My name changed due to marriage, divorce, or court order. My current legal name is:

First name	
Middle name(s) (if any)	
Last Name	

I ask the court to order that my legal name be (proposed new name):

First name	
Middle name(s) (if any)	
Last Name	

I want to change my name because:

---

---

---

10. I live in \_\_\_\_\_ County, Utah and have lived here since \_\_\_\_\_ (date), which is at least one year before filing this petition.

11. I am not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))

12. I am (Choose one.):

☐ not on the Sex and Kidnap Offender Registry.

☐ on the Sex and Kidnap Offender Registry. Granting this petition is not against the public interest because (Explain.):

\_\_\_\_\_  
\_\_\_\_\_

13. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.

14. I am not changing my name to avoid creditors or anyone else with a claim against me.

**Commented [NP2]:** Redundant, see paragraph 5

☐ **Sex Change** (Only complete paragraphs 14-20 if you are asking for a sex change.)

14. My birth certificate says that my legal sex is ☐ male ☐ female ☐ other: \_\_\_\_\_

15. I ask the court to order that my legal sex is ☐ male ☐ female ☐ other: \_\_\_\_\_

16. I have transitioned to the sex sought in this petition and have outwardly expressed as the sex sought in this petition in a consistent and uniform manner for at least 6 months.

17. I experience clinically significant distress or impairment due to the current legal sex designation on my birth certificate.

18. I have attached evidence of appropriate clinical care or treatment for gender transitioning or change by a licensed medical professional. (example: letter from medical provider).

19. I have attached evidence that I have outwardly expressed the sex sought in this petition in a consistent and uniform manner for at least 6 months and that the sex change sought in this petition is sincerely held and part of my core identity.

20. ☐ I am asking for both a name and legal sex change. I ask that the orders in both my name and sex change be classified as private to protect my personal privacy and personal safety as recognized in Code of Judicial Administration 4-202(2). I am concerned for my personal privacy and safety because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Commented [KT3]:** Including this provision has been approved by chief legal counsel for the court Keisa Williams. It will also have been reviewed by the Policy and Planning Committee of the Judicial Council at their 4/7/23 meeting.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at \_\_\_\_\_ (city, and state or country).

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Printed Name \_\_\_\_\_

# TAB 3

**CJA 4-202.03. Records access**

**CJA 4-202.05. Request to access an administrative record; research; request to classify an administrative record; request to create an index.**

**Notes:** The proposed amendments align the rules with Sections [77-40a-403\(2\)\(b\)](#) and [77-40a-404](#), identifying individuals and entities who may access expunged records. Other amendments are non-substantive and intended to streamline the rules.

**Rule 4-202.03. Records Access.****Intent:**

To identify who may access court records.

**Applicability:**

This rule applies to the judicial branch.

**Statement of the Rule:**

(1) **Public Court Records.** Any person may access a public court record.

(2) **Sealed Court Records.** ~~Otherwise, n~~No one may access a sealed court record except as authorized under (2)(A) and (2)(B) or by order of the court. A judge may review a sealed record when the circumstances warrant.

(2)(A) Adoption decree. An adoptive parent or adult adoptee may obtain a certified copy of the adoption decree upon request and presentation of positive identification.

(2)(B) Expunged records

(2)(B)(i) The following may obtain certified copies of the expungement order and the case history upon request and in-person presentation of positive identification:

(2)(B)(i)(a) theA petitioner ~~in an expunged case or an individual who receives an automatic expungement under Utah Code Chapter 40a or Section 77-27-5.1;-~~

(2)(B)(i)(b) a law enforcement officer involved in the case, for use solely in the officer's defense of a civil action arising out of the officer's involvement with the petitioner in that particular case; and

(2)(B)(i)(c) parties to a civil action arising out of the expunged incident if the information is kept confidential and utilized only in the action.

(2)(B)(ii) Information contained in expunged records may be accessed by qualifying individuals and agencies under Utah Code Sections 77-40a-403 upon written request and approval by the state court administrator in accordance with Rule 4-202.05. Requests must include documentation proving that the requester meets the conditions for access and a statement that the requester will comply with all confidentiality requirements in Rule 4-202.05 and Utah Code.

(3) **Private Court Records.** The following may access a private court record:

(3)(A) the subject of the record;

(3)(B) the parent or guardian of the subject of the record if the subject is an unemancipated minor or under a legal incapacity;

(3)(C) a party, attorney for a party, or licensed paralegal practitioner for a party to litigation in which the record is filed;

(3)(D) an interested person to an action under the Uniform Probate Code;

(3)(E) the person who submitted the record;

(3)(F) the attorney or licensed paralegal practitioner for a person who may access the private record or an individual who has a written power of attorney from the person or the person's attorney or licensed paralegal practitioner;

(3)(G) an individual with a release from a person who may access the private record signed and notarized no more than 90 days before the date the request is made;

(3)(H) anyone by court order;

(3)(I) court personnel, but only to achieve the purpose for which the record was submitted;

(3)(J) a person provided the record under Rule 4-202.04 or Rule 4-202.05; and

(3)(K) a governmental entity with which the record is shared under Rule 4-202.10.

**(4) Protected Court Records.** The following may access a protected court record:

(4)(A) the person or governmental entity whose interests are protected by closure;

(4)(B) the parent or guardian of the person whose interests are protected by closure if the person is an unemancipated minor or under a legal incapacity;

(4)(C) the person who submitted the record;

(4)(D) the attorney or licensed paralegal practitioner for the person who submitted the record or for the person or governmental entity whose interests are protected by closure or for the parent or guardian of the person if the person is an unemancipated minor or under a legal incapacity or an individual who has a power of attorney from such person or governmental entity;

(4)(E) an individual with a release from the person who submitted the record or from the person or governmental entity whose interests are protected by closure or from the parent or guardian of the person if the person is an unemancipated minor or under a legal incapacity signed and notarized no more than 90 days before the date the request is made;

(4)(F) a party, attorney for a party, or licensed paralegal practitioner for a party to litigation in which the record is filed;

(4)(G) anyone by court order;

(4)(H) court personnel, but only to achieve the purpose for which the record was submitted;

(4)(I) a person provided the record under Rule 4-202.04 or Rule 4-202.05; and

(4)(J) a governmental entity with which the record is shared under Rule 4-202.10.

**(5) Juvenile Court Social Records.** The following may access a juvenile court social record:

- (5)(A) the subject of the record, if 18 years of age or over;
- (5)(B) a parent or guardian of the subject of the record if the subject is an unemancipated minor;
- (5)(C) an attorney or person with power of attorney for the subject of the record;
- (5)(D) a person with a notarized release from the subject of the record or the subject's legal representative dated no more than 90 days before the date the request is made;
- (5)(E) the subject of the record's therapists and evaluators;
- (5)(F) a self-represented litigant, a prosecuting attorney, a defense attorney, a Guardian ad Litem, and an Attorney General involved in the litigation in which the record is filed;
- (5)(G) a governmental entity charged with custody, guardianship, protective supervision, probation or parole of the subject of the record including juvenile probation, Division of Child and Family Services and Juvenile Justice Services;
- (5)(H) the Department of Human Services, school districts and vendors with whom they or the courts contract (who shall not permit further access to the record), but only for court business;
- (5)(I) court personnel, but only to achieve the purpose for which the record was submitted;
- (5)(J) a governmental entity with which the record is shared under Rule 4-202.10;
- (5)(K) the person who submitted the record;
- (5)(L) public or private individuals or agencies providing services to the subject of the record or to the subject's family, including services provided pursuant to a nonjudicial adjustment, if a probation officer determines that access is necessary to provide effective services; and
- (5)(M) anyone by court order.
- (5)(N) Juvenile court competency evaluations, psychological evaluations, psychiatric evaluations, psychosexual evaluations, sex behavior risk assessments, and other sensitive mental health and medical records may be accessed only by:
- (5)(N)(i) the subject of the record, if age 18 or over;
- (5)(N)(ii) an attorney or person with power of attorney for the subject of the record;
- (5)(N)(iii) a self-represented litigant, a prosecuting attorney, a defense attorney, a Guardian ad Litem, and an Attorney General involved in the litigation in which the record is filed;
- (5)(N)(iv) a governmental entity charged with custody, guardianship, protective supervision, probation or parole of the subject of the record including juvenile probation, Division of Child and Family Services and Juvenile Justice Services;
- (5)(N)(v) court personnel, but only to achieve the purpose for which the record was submitted;
- (5)(N)(vi) anyone by court order.



(5)(O) When records may be accessed only by court order, a juvenile court judge will permit access consistent with Rule 4-202.04 as required by due process of law in a manner that serves the best interest of the child.

(6) **Juvenile Court Legal Records.** The following may access a juvenile court legal record:

(6)(A) all who may access the juvenile court social record;

(6)(B) a law enforcement agency;

(6)(C) a children's justice center;

(6)(D) public or private individuals or agencies providing services to the subject of the record or to the subject's family;

(6)(E) the victim of a delinquent act may access the disposition order entered against the minor; and

(6)(F) the parent or guardian of the victim of a delinquent act may access the disposition order entered against the minor if the victim is an unemancipated minor or under legal incapacity.

(7) **Safeguarded Court Records.** The following may access a safeguarded record:

(7)(A) the subject of the record;

(7)(B) the person who submitted the record;

(7)(C) the attorney or licensed paralegal practitioner for a person who may access the record or an individual who has a written power of attorney from the person or the person's attorney or licensed paralegal practitioner;

(7)(D) an individual with a release from a person who may access the record signed and notarized no more than 90 days before the date the request is made;

(7)(E) anyone by court order;

(7)(F) court personnel, but only to achieve the purpose for which the record was submitted;

(7)(G) a person provided the record under Rule 4-202.04 or Rule 4-202.05;

(7)(H) a governmental entity with which the record is shared under Rule 4-202.10; and

(7)(I) a person given access to the record in order for juvenile probation to fulfill a probation responsibility.

(8) Court personnel shall permit access to court records only by authorized persons. The court may order anyone who accesses a non-public record not to permit further access, the violation of which may be contempt of court.

(9) If a court or court employee in an official capacity is a party in a case, the records of the party and the party's attorney are subject to the rules of discovery and evidence to the same extent as any other party.

*Effective: November 1, 2023*

**Rule 4-202.05. Request to access an administrative record; research; request to classify an administrative record; request to create an index.**

**Intent:**

To establish the process for accessing an administrative court record, aggregate records and court records for the purpose of research.

**Applicability:**

This rule applies to court records associated with the administration of the judiciary, aggregate records and indexes, and requests to access non-public records for the purpose of research.

**Statement of the Rule:**

(1) ~~Writing. A request to access a public court record shall be presented in writing to the custodian of the record unless the custodian waives the requirement. A request to access a non-public court record to which a person is authorized access shall be presented in writing to the custodian of the record.~~ All requests under this rule must be presented in writing to the custodian of the record, unless the custodian waives the requirement. ~~written.~~ Requests shall contain the requester's name, email address, mailing address, daytime telephone number and a description of the record requested. If the record is a non-public record, the person making the request shall present identification.

**(2) Private or protected records**

(2)(A) A request to access a private or protected court record, including aggregate records, to which the person is not authorized access shall be presented ~~in writing~~ to the state court administrator. The request shall ~~contain the requester's name, mailing address, daytime telephone number, a description of the record and~~ include a statement of facts ~~and~~, authority and argument in support of the request. If the state court administrator allows access, the state court administrator may impose any reasonable conditions to protect the interests favoring closure. The person making the request shall sign an agreement to be bound by the conditions.

(2)(B) Before allowing access to a private or protected record to someone not authorized access, the state court administrator shall mail-send notice of the request for access to any person whose interests are protected by closure and allow 10 business days for that person to submit a statement of facts, authority and argument in support of closure.

**(2)(C) Research**

(2)(C)(i) The state court administrator may disclose non-public court records, including records associated with a case, ~~other than sealed records~~, for research purposes without the notice required in this rule if the state court administrator decides that the research is bona fide and cannot reasonably be completed without disclosure of the records, and the interests favoring the research are greater than or equal to the interests favoring closure. The state court administrator may not disclose sealed records unless the requester is authorized access under Rule 4-202.03.

(2)(C)(ii) If the state court administrator discloses non-public court records or a combination of public and non-public records ("records") for research purposes, the researcher shall sign a written statement acknowledging that violating the agreement may be grounds for criminal prosecution under Utah Code Section

63G-2-801. The agreement may include any reasonable condition to protect the interests favoring closure, including an agreement to:

(2)(C)(ii)(a) maintain the integrity, confidentiality and security of the records;

(2)(C)(ii)(b) return or destroy records from which a person can be identified as soon as the research has been completed;

(2)(C)(ii)(c) not include any individual's name or identifying information in any product of the research;

(2)(C)(ii)(d) where applicable, include a disclosure in any product resulting from the research that expunged records were used for research purposes;

(2)(C)(ii)(~~ee~~) not disclose the record, except for the purpose of auditing or evaluating the research and the auditor or evaluator agrees not to disclose the record;

(2)(C)(ii)(~~fd~~) use the record only for the described research;

(2)(C)(ii)(~~ge~~) indemnify the courts for any damages awarded as a result of injury caused by the research; and

(2)(C)(ii)(~~hf~~) if the research involves human subjects, comply with state and federal laws regulating research involving human subjects.

(2)(C)(iii) A request to access a court record under this rule is also governed by Rule 4-202.06 and Rule 4-202.07.

(3) **Requests to classify a record.** A request to classify a court record as private or protected shall be presented ~~in-writing~~ to the state court administrator. The request shall ~~contain-include~~ the relief sought and a statement of facts, authority and argument in support of the request. The state court administrator may deny access to the record until the determination is entered.

(4) **Factors.** In deciding whether to allow access to a court record or whether to classify a court record as private or protected, the decision maker may consider any relevant factor, interest or policy presented by the parties, including but not limited to the interests described in Rule 4-202.

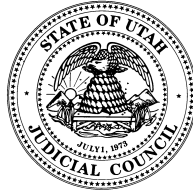
(5) **Index.** A request to identify a data element as an index shall be presented ~~in-writing~~ to the state court administrator. The request shall ~~contain-include~~ the relief sought and a statement of facts, authority and argument in support of the request. The state court administrator shall present the request to the Management Committee, which shall consider the request in the same manner as provided for appeals in Rule 4-202.07.

Effective: ~~November~~April 1, 2023~~13~~

# TAB 4

## **CJA 4-404. Jury selection and service**

**Notes:** See attached request form and memo



# Administrative Office of the Courts

Chief Justice Matthew B. Durrant  
Utah Supreme Court  
Chair, Utah Judicial Council

April 4, 2023

Ronald B. Gordon, Jr.  
State Court Administrator  
Neira Siaperas  
Deputy State Court Administrator

## MEMORANDUM

**TO:** Policy and Planning and Technology  
**FROM:** Meredith Mannebach and Keri Sargent  
**RE:** Rule 4-404 change

---

Keri and I have been working with the jury clerks across the state and they are wanting to propose a rule change to 4-404. They would like to add the option to EMAIL qualification forms to jurors along with the existing mail option. This will save the processing time and potentially will save the courts money through the savings in mailing costs. Just in 3<sup>rd</sup> district, they send out 10,000 jury qualification forms per month. They would like the option to email first and then if they get a bounce back, they will send out a paper copy of the qualification form.

Thank you and please let me know if you have any questions.

The mission of the Utah judiciary is to provide an open, fair,  
efficient, and independent system for the advancement of justice under the law.

Date of  
Request

\*

MM DD YYYY

03 / 08 / 2023

Name of  
Requester

\*

Meredith Mannebach

Requester Phone  
Number

\*


8015419027


Name of Requester's  
Supervisor

\*

Shane Bahr

Please attach all required documents as outlined  
above.

 Rule 4-404 me...

 Rule 4-404 redli...

Type of  
Request \*

☒ Policy & Planning

☐ Technology

### Policy & Planning Section

Location of the  
Rule \*

Code of Judicial Administration ▼

CJA Rule Number, HR/Accounting Section Name, Court Form  
Name \*

4-404

Brief Description of  
Proposal \*

add the ability for a jury clerk to email out the jury qualification

Reason Amendment is  
Needed \*

save time and money

Is the proposed amendment \*  
urgent?

☐ Yes

☒ No

If urgent, please provide an estimated deadline date and explain why it is urgent.

.....



Select each entity that has approved this proposal.

\*

- ☐ Accounting Manual Committee
- ☐ ADR Committee
- ☐ Board of Appellate Court Judges
- ☐ Board of District Court Judges
- ☐ Board of Justice Court Judges
- ☐ Board of Juvenile Court Judges
- ☐ Board of Senior Judges
- ☐ Budget and Fiscal Management Committee
- ☐ Children and Family Law Committee
- ☐ Clerks of Court
- ☐ Court Commissioner Conduct Committee
- ☐ Court Facility Planning Committee
- ☐ Court Forms Committee
- ☐ Ethics Advisory Committee
- ☐ Ethics and Discipline Committee of the Utah Supreme Court
- ☐ General Counsel
- ☐ Guardian Ad Litem Oversight Committee
- ☐ HR Policy and Planning Committee
- ☐ Judicial Branch Education Committee
- ☐ Judicial Outreach Committee
- ☐ Language Access Committee
- ☐ Law Library Oversight Committee
- ☐ Legislative Liaison Committee
- ☐ Licensed Paralegal Practitioner Committee

- ☐ Model Utah Civil Jury Instructions Committee
- ☐ Model Utah Criminal Jury Instructions Committee
- ☐ Policy, Planning, and Technology Committee member
- ☐ Pretrial Release and Supervision Committee
- ☐ Resources for Self-Represented Parties Committee
- ☐ Rules of Appellate Procedure Advisory Committee
- ☐ Rules of Civil Procedure Advisory Committee
- ☐ Rules of Criminal Procedure Advisory Committee
- ☐ Rules of Evidence Advisory Committee
- ☐ Rules of Juvenile Procedure Advisory Committee
- ☐ Rules of Professional Conduct Advisory Committee
- ☐ State Court Administrator
- ☐ TCE's
- ☐ Uniform Fine Committee
- ☐ WINGS Committee
- ☐ None of the Above
- ☐ Justice Court Reform Task Force
- ☐ Appellate Representation Committee
- ☐ Deputy State Court Administrator
- ☐ Judicial Fairness and Accountability Committee
- ☒ Other: jury clerk workgroup

If the approving entity (or individual) is not listed above, please list it (them) here.

jury clerk workgroup

List all stakeholders who would be affected by this proposed amendment.

\*

potential jurors

**Rule 4-404. Jury selection and service.****Intent:**

To identify the source lists from which the master jury list is built.

To establish a uniform procedure for jury selection, qualification, and service.

To establish administrative responsibility for jury selection.

To ensure that jurors are well informed of the purpose and nature of the obligations of their service at each stage of the proceedings.

**Applicability:**

This rule shall apply to all trial courts.

**Statement of the Rule:****(1) Master jury list and jury source lists; periodic review.**

(1)(A) The state court administrator shall maintain for each county a master jury list as defined by the Utah Code.

(1)(B) The master jury list for each county shall be a compilation of the following source lists:

(1)(B)(i) driver licenses and identification cards for citizens of the United States 18 years of age and older from the Drivers License Division of the Department of Public Safety; and

(1)(B)(ii) the official register of voters from the Elections Division of the Office of the Lt. Governor.

(1)(C) The Judicial Council may use additional source lists to improve the inclusiveness of the master jury list for a county.

(1)(D) At least twice per year the state court administrator shall obtain from the person responsible for maintaining each source list a new edition of the list reflecting any additions, deletions, and amendments to the list. The state court administrator shall renew the master jury list for each county by incorporating the new or changed information.

(1)(E) The master jury list shall contain the name, address, and date of birth for each person listed and any other identifying or demographic information deemed necessary by the state court administrator. The state court administrator shall maintain the master list on a data base accessible to the district courts and justice courts of the state.

(1)(F) The state court administrator shall compare the number of persons on each master jury list for a county with the population of the county 18 years of age and older as reported by the Economic and Demographic Data Projections published for the year by the Office of Planning and Budget. The state court administrator shall report the comparison to the Judicial Council at its October meeting during even numbered years. The sole purpose of this report is to improve, if necessary, the inclusiveness of the master jury list.

**(2) Term of service and term of availability of jurors.**

(2)(A) The following shall constitute satisfactory completion of a term of service of a juror:

(2)(A)(i) serving on a jury panel for one trial whether as a primary or alternate juror regardless of whether the jury is called upon to deliberate or return a verdict;

(2)(A)(ii) reporting once to the courthouse for potential service as a juror;

(2)(A)(iii) except for a juror living in a county of the fourth, fifth, or sixth class or a county of the third class with populations up to 75,000, complying with a summons as directed, even if not directed to report to the courthouse; or

(2)(A)(iii) expiration of the term of availability.

(2)(B) The term of availability of jurors shall be as follows, unless a shorter term is ordered by the court:

(2)(B)(i) one month for the trial courts of record in Salt Lake county;

(2)(B)(ii) three months for the trial courts of record in Davis, Utah, and Weber counties; and

(2)(B)(iii) six months for all other courts.

### (3) Random selection procedures.

(3)(A) Random selection procedures shall be used in selecting persons from the master jury list for the qualified jury list.

(3)(B) Courts may depart from the principle of random selection in order to excuse or postpone a juror in accordance with statute or these rules and to remove jurors challenged for cause or peremptorily.

### (4) Qualified jury list.

(4)(A) For each term of availability as defined above, the state court administrator shall provide, based on a random selection, to the court the number of jurors requested by that court. This shall be the list from which the court qualifies prospective jurors. The names of prospective jurors shall be delivered to the requesting court in the random order in which they were selected from the master jury list. The court shall maintain that random order through summons, assignment to panels, selection for voir dire, peremptory challenges, and final call to serve as a juror; or the court may rerandomize the names of jurors at any step.

(4)(B) For each term of availability the court should request no more than the number of prospective jurors reasonably calculated to permit the selection of a full jury panel with alternates if applicable for each trial scheduled or likely to be scheduled during the term. The number of prospective jurors requested should be based upon the size of the panel plus any alternates plus the total number of peremptory challenges plus the anticipated number of prospective jurors to be postponed, excused from service or removed for cause less the number of jurors postponed to that term.

(4)(C) The clerk of the court shall sendmail to each prospective juror a qualification form. The prospective juror shall file the answers to the questions with the clerk within ten days after it is received. The state court administrator shall develop a uniform form for

use by all courts. In addition to the information required by statute, the qualification form shall contain information regarding the length of service, and procedures and grounds for requesting an excuse or postponement.

(4)(D) If a prospective juror is unable to complete the answers, they may be completed by another person. The person completing the answers shall indicate that fact.

(4)(E) If the clerk determines that there is an omission, ambiguity, or error in the answers, the clerk shall return the form to the prospective juror with instructions to make the necessary addition, clarification, or correction and to file the answers with the clerk within ten days after it is received.

(4)(F) The clerk shall review all answers and record the prospective juror as qualified or disqualified as defined by statute.

(4)(G) The clerk shall notify the state court administrator of any determination that a prospective juror is not qualified to serve as a juror, and the state court administrator shall accordingly update the master jury list.

(4)(H) A prospective juror whose qualification form is returned by the email provider as "undeliverable" shall have a qualification form mailed to them. A prospective juror whose qualification form is returned by the United States Postal Service as "undeliverable," or "moved - left no forwarding address," or "addressee unknown," or other similar statement, shall not be pursued further by the clerk. The clerk shall notify the state court administrator who shall accordingly update the master jury list.

(4)(I) If a prospective juror fails to respond to the qualification questionnaire and the form is not returned by the U.S. Postal Service as undeliverable, the clerk shall mail the qualification form a second time with a notice that failure to answer the questions may result in a court order requiring the prospective juror to appear in person before the clerk to complete the qualification form. If a prospective juror fails to answer the questions after the second mailing, the qualification form and a summons may be delivered to the sheriff for personal service upon the prospective juror. The summons shall require the prospective juror to answer the questions and file them with the court within ten days or to appear before the clerk to prepare the form. Any prospective juror who fails to answer the questions or to appear as ordered shall be subject to the sanctions set forth in the Utah Code.

#### **(5) Excuse or postponement from service.**

(5)(A) No competent juror is exempt from service.

(5)(B) Persons on the qualified juror list may be excused from jury service, either before or after summons, for undue hardship, public necessity or because the person is incapable of jury service under the Utah Code. The court shall make reasonable accommodations for any prospective juror with a disability. Excuse from jury service satisfies the prospective juror's statutory service obligation.

(5)(C) A prospective juror may be postponed to later in the term or to a future term for good cause.

(5)(D) Without more, being enrolled as a full or part-time post-high school student is not sufficient grounds for excuse from service.

(5)(E) Disposition of a request for excuse from service or postponement may be made by the judge presiding at the trial to which panel the prospective juror is assigned, the presiding judge of the court, or the judge designated by the presiding judge for that purpose. The presiding judge may establish written standards by which the clerk may dispose of requests for excuse from service or postponement.

**(6) Summons from the qualified jury list.**

(6)(A) After consultation with the judges or the presiding judge of the court, the clerk shall determine the number of jurors needed for a particular day. The number of prospective jurors summoned should be based upon the number of panels, size of the panels, any alternates, the total number of peremptory challenges plus the anticipated number of prospective jurors to be postponed, excused from service or removed for cause. The clerk shall summon the smallest number of prospective jurors reasonably necessary to select a trial jury.

(6)(B) The judge may direct that additional jurors be summoned if, because of the notoriety of the case or other exceptional circumstances, the judge anticipates numerous challenges for cause.

**(6)(C) Juror summons.**

(6)(C)(i) The summons may be by email or first class mail delivered to the address provided on the juror qualification form or by telephone.

(6)(C)(ii) Mailed and emailed summonses shall be on a form approved by the state court administrator. The summons may direct the prospective juror to appear at a date, time, and place certain or may direct the prospective juror to telephone the court for further information. The summons shall direct the prospective juror to present the summons for payment. The summons may contain other information determined to be useful to a prospective juror.

(6)(C)(iii) If summons is made by telephone, the clerk shall follow the procedures of paragraph (9) of this rule.

**(7) Assignment of qualified prospective jurors to panels.** Qualified jurors may be assigned to panels in the random order in which they appear on the qualified jury list or may be selected in any other random order. If a prospective juror is removed from one panel, that prospective juror may be reassigned to another panel if the need exists and if there are no prospective jurors remaining unassigned.

**(8) Selection of prospective jurors for voir dire.** Qualified jurors may be selected for voir dire in the random order in which they appear on the qualified jury list, or may be selected in any other random order.

**(9) Calling additional jurors.** If there is an insufficient number of prospective jurors to fill all jury panels, the judge shall direct the clerk to summon from the qualified jury list such additional jurors as necessary. The clerk shall make every reasonable effort to contact the prospective jurors in the order listed on the qualified jury list. If after reasonable efforts the clerk fails to contact a juror, the clerk shall attempt to contact the next juror on the list. If the clerk is unable to obtain a sufficient number of jurors in a reasonable period of time, the court may use any lawful method for acquiring a jury.

*Effective: November 1, 20~~23~~<sup>16</sup>*

# TAB 5

## **CJA 6-501. Reporting requirements for guardians and conservators**

**Notes:** At its January meeting, PP&T considered the attached public comments regarding rule 6-501. Following discussion, PP&T sent the rule back to the Probate Subcommittee, asking for a review of the public comments and the Order on Review court form.

The commenters questioned whether there should be an exception to using the court forms for corporate fiduciaries. The Probate Subcommittee disagrees, but recognizes a need to make the filing requirements and use of forms more clear. Specifically, the proposed amendments incorporate what was paragraph (5) into paragraph (6) and make minor language changes to provide clarity throughout the rule as it relates to filing requirements. The changes made to paragraph (2) mirror the language found in the statute, as the term "licensed" is not found in the statute.



**Rule 6-501. Testing and Reporting requirements for guardians and conservators.**

**Intent:**

To set forth the testing requirements for guardians and conservators and to establish standards and procedures for annual inventories, reports, and accountings that guardians and conservators are required to file under the Utah Uniform Probate Code.

**Applicability:**

This rule applies to individuals seeking appointment as guardians and conservators and individuals who are appointed by the court as guardians and conservators.

**Statement of the Rule:**

**(1) Definitions.**

(1)(A) "Accounting" means the annual accounting required by Utah Code Section 75-5-312 and Section 75-5-417 and the final accounting required by Utah Code Section 75-5-419.

(1)(B) "Interested person" means the respondent, if he or she is not a minor, the respondent's guardian and conservator, the respondent's spouse, adult children, parents and siblings, and any other person interested in the welfare, estate, or affairs of the respondent who requests notice under Utah Code Section 75-5-406. If no person is an interested person as previously defined, then interested person includes at least one of the respondent's closest adult relatives, if any can be found. For purposes of minor guardianship, interested persons include the persons listed in Utah Code Section 75-5-207.

(1)(C) "Inventory" means the inventory required by Utah Code Section 75-5-418.

(1)(D) "Serve" means any manner of service permitted by Utah Rule of Civil Procedure 5.

(1)(E) "Protected person" means a minor or an incapacitated person for whom the court appoints a guardian or an individual-protected person for whom the court appoints a conservator.

(1)(F) "Report" means the inventory, accounting, or annual report on the status of the protected person under Utah Code Sections 75-5-209 and 75-5-312, and the final accounting under Sections 75-5-210 and 75-5-419

(1)(G) "Respondent" means a person who is alleged to be incapacitated and for whom the appointment of a guardian or conservator is sought.

**(2) Exceptions.**

(2)(A) Paragraph (4) does not apply to the following:

(2)(A)(i) a guardian certified ~~licensed~~ under Utah Code Section 75-5-311(1)(a);

(2)(A)(ii) the Office of Public Guardian; or

(2)(A)(iii) a conservator issued a permit ~~licensed~~ under Utah Code Section 7-5-2.

(2)(B) Paragraphs (6), (7), (8), (9), and (10) do not apply if the guardian or conservator is a parent of the protected person.

(2)(C) Paragraph (7)(C) does not apply to the guardian of a minor if the minor's estate consists of funds that are deposited in a restricted account, which requires judicial approval for withdrawal, or if there is no estate.

(2)(D) Paragraph (9) does not apply to a conservator who is appointed for the purpose of receiving a personal injury settlement for a minor if 1) no funds are to be distributed until the minor reaches the age of majority, or 2) no structured settlement payments are to be made until the minor reaches the age of majority.

**(3) Examination and private information record.**

(3)(A) Before the court enters an order appointing a guardian or conservator, the proposed guardian or conservator must file:

(3)(A)(i) a verified statement showing satisfactory completion of a court-approved examination on the responsibilities of a guardian or conservator; and

(3)(A)(ii) ~~(3)(B) Before the court enters an order of appointment, the proposed guardian or conservator must file~~ a completed and verified Private Information Record form provided by the Administrative Office of the Courts.

(3)(~~CB~~) The guardian or conservator must continue to keep the court apprised of any changes to the guardian or conservator's contact information.

**(4) Recordkeeping.** The guardian must keep contemporaneous records of significant events in the life of the protected person and produce them if requested by the court. The conservator must keep contemporaneous receipts, vouchers or other evidence of income and expenses and produce them if requested by the court. The guardian and conservator must maintain the records until the appointment is terminated and then deliver them to the successor guardian or conservator, to the protected person, ~~if there is no successor~~ guardian or conservator, ~~to the successor guardian or conservator~~, or to the personal representative of the protected person's estate.

~~**(5) Report forms.** Subject to the requirements of Paragraph (6):~~

~~(5)(A) forms substantially conforming to the Judicial Council approved forms are acceptable~~

for content and format;

(5)(B) a corporate fiduciary may file its internal report or accounting; and

(5)(C) if the protected person's estate is limited to a federal or state program requiring an annual accounting, the fiduciary may file a copy of that accounting.

**(56) Information required in reports, Filing and service of required reports and proposed Order on Review cover sheet, and service.**

(5)(A) The guardian or conservator shall file with the court the reports required by Paragraphs 6, 7, 8, 9, and/or 10 using the appropriate Judicial Council-approved form or a form that substantially conforms to the format and content of the Judicial Council form.

(5)(A)(i) A corporate fiduciary shall attach its internal report or accounting, if any, as an exhibit to the Judicial Council form.

(5)(A)(ii) If the protected person's estate is limited to a federal or state program requiring an annual accounting, the **guardian** may file a copy of that accounting instead of the Judicial Council form.

~~(56)(A)(B)~~ The annual status report and annual accounting must contain sufficient information to put interested persons on notice of all significant events and transactions during the reporting period. ~~Compliance with Paragraph (54) is presumed sufficient, but the court may direct that a report or accounting be prepared with content and format as it deems necessary.~~

~~(56)(B)(C)~~ Along with the required report, the guardian or conservator shall also file the Judicial Council-approved Order on Review of Guardian or Conservator Report ("Order on Review") ~~The annual report and annual accounting must include the Judicial Council-approved Order on Review of Guardian or Conservator Report ("Order on Review"), which must be filed as a proposed document.~~

~~(56)(C)(D)~~ The guardian, or conservator, ~~or both~~ must serve a copy of the required report, inventory, and accounting under Rule 5 of the Utah Rules of Civil Procedure on all interested persons in accordance with Rule 5 of the Utah Rules of Civil Procedure. The required annual report and annual accounting must include the following language at the top right corner of the first page, in bold type: **You have the right to object to the this report or accounting within 28 days of service. If you do not object within that time, your objection may be waived.**

**(68) Inventory.**

~~(68)~~(A) Within 90 days after the appointment, the conservator must file with the appointing court the inventory required by Utah Code Section 75-5-418 in accordance with Paragraph 5.

The inventory must be in substantially the same form as the inventory form approved by the Utah Judicial Council, including the required attachments. The court may extend the time for filing the inventory for good cause.

(68)(B) The judge may conduct a hearing even though no objection is filed. If the judge finds that the inventory is in order, the judge must approve it [by signing the Order on Review](#).

~~(6)(C) If there is no conservator, the guardian must file the inventory required of a conservator under Utah Code Section 75-5-312.~~

**(7) Annual status reports.**

(7)(A) The guardian must file with the appointing court a report on the status of the protected person no later than 60 days after the anniversary of the appointment— [in accordance with Paragraph 5](#).

[\(7\)\(A\)\(i\)](#) The status report must be in substantially the same form as the status report form approved by the Utah Judicial Council, including the required attachments.

[\(7\)\(A\)\(ii\)](#) The guardian must file the report with the court that appointed the guardian unless that court orders a change in venue under Utah Code Section 75-5-313.

[\(7\)\(A\)\(iii\)](#) The reporting period is yearly from the appointment date unless the court changes the reporting period on motion of the guardian. The guardian may not file the report before the close of the reporting period. For good cause the court may extend the time for filing the report, but a late filing does not change the reporting period.

(7)(B) The judge may conduct a hearing even though no objection is filed. If the judge finds that the report is in order, the judge must approve it [by signing the Order on Review](#).

~~(7)(C) If there is no conservator, the guardian must file the inventory and accounting required of a conservator under Utah Code Section 75-5-312.~~

**[\(89\)](#) Annual accounting.**

[\(89\)\(A\)](#) The conservator must file with the appointing court an accounting of the estate of the protected person no later than 60 days after the anniversary of the appointment [in accordance with Paragraph 5](#).

[\(8\)\(A\)\(i\)](#) The accounting must be in substantially the same form as the accounting form approved by the Utah Judicial Council, including the required attachments.

[\(8\)\(A\)\(ii\)](#) The conservator must file the accounting with the court that appointed the conservator unless that court orders a change in venue under Utah Code Section 75-5-403.

(8)(A)(iii) The reporting period is yearly from the appointment date unless the court changes the reporting period on motion of the conservator. The conservator may not file the accounting before the close of the reporting period. For good cause the court may extend the time for filing the accounting, but a late filing does not change the reporting period.

(8)(B) The judge may conduct a hearing even though no objection is filed. If the judge finds that the accounting is in order, the judge must approve it by signing the Order on Review.

(8)(C) If there is no conservator, the guardian must file the accounting required of a conservator under Utah Code Section 75-5-312.

**(940) Final accounting.**

(940)(A) The conservator must file with the court a final accounting of the estate of the protected person with the motion to terminate the appointment in accordance with Paragraph 5.

(940)(B) The court may conduct a hearing even though no objection is filed. If the court finds that the accounting is in order, the court must approve it by signing the Order on Review.

**(104) Objections.**

(104)(A) If an interested person objects to a report ~~or accounting~~, the person must file a written objection with the court and serve a copy on all interested persons within 28 days from the date of service of the report ~~or accounting~~. A request to submit must be included with the objection. The court may for good cause, including in order to accommodate a person with a disability, waive the requirement of a writing and document the objection and request to submit in the court record.

(104)(B) The objection must specify in writing the entries to which the person objects and state the reasons for the objection.

(104)(C) An objection to a report ~~or accounting~~ may not contain a request to remove or substitute the guardian or conservator. Any request for removal or substitution of the guardian or conservator must be filed as a separate petition consistent with Utah Code Section 75-5-307 or 75-5-415.

(104)(D) If an objection is filed, the court must conduct a hearing unless the court determines that a hearing is not necessary. If the court determines that a hearing is not necessary, the court must issue a minute entry or order stating why a hearing is not necessary.

(104)(E) At the hearing, the court may require the guardian or conservator to supplement or amend the report ~~or accounting~~ if the court determines there is good cause for the objection.

(104)(F) If the court determines that the objection is unfounded or is filed in bad faith, the court may deny the objection and approve the report ~~or accounting~~.

(112) **Waiver.** If an interested person does not object to a report ~~or accounting~~ within 28 days of service, the interested person waives any objection unless:

(112)(A) the objection relates to matters not fairly disclosed by the report ~~or accounting~~; or

(112)(B) the time for objection is extended by the court under Rule 6 of the Utah Rules of Civil Procedure. If the request for an extension is made before the time has run, the court may extend the time for good cause. If the request is made after the time has run, the court may extend for excusable neglect.

(123) **Report approval.**

(123)(A) **Approval.** The court must examine and approve ~~reports the report~~ as required by Utah Code sections 75-5-312 and 75-5-417. Approving a report means the judge has reviewed it, to the court's knowledge notice has been given to every person entitled to notice, no objection has been received, the report meets the requirements set forth by the report form, and the court has not requested additional information or scheduled a hearing. Such approval does not foreclose a valid claim permitted under paragraphs (11)(A) or (11)(B), nor does it start an appeal time.

(123)(B) **Notice to interested persons.** When a court approves a report, the court ~~must note that approval on the Judicial Council approved~~ ~~must sign and enter the~~ Order on Review ~~and place the Order on Review in the case file~~. When a court does not approve a report, the court must indicate on the Order on Review, or in an ~~other minute entry or~~ order, the reasons for non-approval, any additional actions required, and serve ~~the Order on Review or order it~~ on all interested persons entitled to notice.

(134) **Report on a minor.** Under Utah Code Section 75-5-209, a person interested in the welfare of a minor may petition the court for a report from the guardian on the minor's welfare or the minor's estate. If the court orders a ~~status~~ report from the guardian, the status report must be in substantially the same form as the status report form for guardianships of adults approved by the Utah Judicial Council, including the required attachments.

Effective ~~May~~ November 1, 2023\_2

---

In the District Court of Utah

\_\_\_\_\_ Judicial District \_\_\_\_\_ County

Court Address \_\_\_\_\_

---

In the Matter of Protection for

\_\_\_\_\_,  
Respondent

**Order on Review of Guardianship or  
Conservatorship Reports**

\_\_\_\_\_  
Case Number

\_\_\_\_\_  
Judge

**The following reports are submitted for review:** (check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Annual Financial<br>Accounting        | <input type="checkbox"/> Court Visitor Report            | <input type="checkbox"/> Inventory Report |
| <input type="checkbox"/> Proof of Minor's<br>Insurance Deposit | <input type="checkbox"/> Report on Status of<br>the Ward | <input type="checkbox"/> Final Accounting |

**The judge, having reviewed the above report(s):**

- ☐ Approves the reports as submitted. No further action is required.
- ☐ Requests the following additional information from the filer:

- ☐ Directs that a court visitor be appointed regarding the following:

- ☐ Directs that a hearing be set regarding the following:

- ☐ Other (describe):

Judge's signature may instead appear at the top of the first page of this document.

Signature ►

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge

(This form does not need to be sent if the court approves all the reports as submitted.)

**Clerk's Certificate of Service**

I certify that on \_\_\_\_\_ (date) a copy of this Order on Review of Guardianship or Conservatorship Reports was sent to the following people at the following addresses:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Printed name of court clerk \_\_\_\_\_



## UTAH COURT RULES – PUBLISHED FOR COMMENT

The Supreme Court and Judicial Council invite comments about amending these rules. To view the proposed amendment, click on the rule number.

To submit a comment or view the comments of others, click on “Continue Reading.” To submit a comment, scroll down to the “Leave a Reply” section, and type your comment in the “Comment” field. Type your name and email address in the designated fields and click “Post Comment.”

Comments cannot be acknowledged, but all will be considered. Comments are saved to a buffer for review before publication.

[HOME](#)
[LINKS](#)

Posted: November 21, 2022

### Utah Courts



#### Code of Judicial Administration – Comment Period Closes January 5, 2023

**CJA06-0501. Reporting requirements for guardians and conservators.** Proposed amendments clarify that a corporate fiduciary must attach its own internal reports and accountings to court approved forms.

**CJA03-0406. Budget and fiscal management.** Proposed amendments incorporate the role of the Budget and Fiscal Management Committee and make other improvements to clarify the budget process.

**CJA03-0104. Presiding judges.** Proposed amendments require presiding judges to notify the appropriate state level administrator when a judge fails to submit a required case under advisement statement. If a judge fails to submit a required statement for two consecutive months, the state level administrator must notify the Management Committee.

---

This entry was posted in [-Code of Judicial Administration](#), [CJA03-0104](#), [CJA03-0406](#), [CJA06-0501](#).

To view all comments submitted during a particular comment period, click on the comment deadline date. To view all comments to an amendment, click on the rule number.

### CATEGORIES

- [-Alternate Dispute Resolution](#)
- [-Code of Judicial Administration](#)
- [-Code of Judicial Conduct](#)
- [-Fourth District Court Local Rules](#)
- [-Licensed Paralegal Practitioners Rules of Professional Conduct](#)
- [-Rules Governing Licensed Paralegal Practitioner](#)
- [-Rules Governing the State Bar](#)

« Utah Rules of Civil Procedure – Comment Period Closes January 21, 2023

Rules Governing the Utah State Bar – Mandatory Continuing Education – Comment Period Closed December 24, 2022 »

## UTAH COURTS

[View more posts from this author](#)

3 thoughts on “Code of Judicial Administration – Comment Period Closes January 5, 2023”

**Kent Hansen**  
November 21, 2022 at 4:34 pm

For CJA06-0501, should the proposed amendment to (5)(A)(ii) indicate whether the accounting should be attached to the court approved form (similar to (A)(i))?

[Reply](#)

**Tracy Olson**  
November 22, 2022 at 10:17 am

With the changes already made to guardianship and conservatorship reporting, I have found that these rules are put in place, but the court approved forms are not been updated. Additionally, there is no reason why a corporate fiduciary “shall” file its internal report or accounting, changing the language from “may.” These internal reports often need to be modified or edited for filing because they are not kept in the same form as the court approved format. Additionally, these “internal reports” often have confidential information that exceeds what is required in the statute and rules and may violate the recent amendments to the guardianship code. See 75-5-301.5 (2) “Except as otherwise provided by this chapter or any other law, an incapacitated person for whom a guardian is appointed has right to:(n) maintain privacy and confidentiality in personal

- [-Rules of Appellate Procedure](#)
- [-Rules of Civil Procedure](#)
- [-Rules of Criminal Procedure](#)
- [-Rules of Evidence](#)
- [-Rules of Juvenile Procedure](#)
- [-Rules of Professional Conduct](#)
- [-Rules of Professional Practice](#)
- [-Rules of Small Claims Procedure](#)
- [ADR101](#)
- [ADR103](#)
- [Appendix B](#)
- [Appendix F](#)
- [CJA Appendix F](#)
- [CJA01-0201](#)
- [CJA01-0204](#)
- [CJA01-0205](#)
- [CJA01-0205](#)
- [CJA01-0302](#)
- [CJA01-0303](#)
- [CJA01-0304](#)
- [CJA01-0305](#)
- [CJA010-01-0404](#)
- [CJA010-1-020](#)
- [CJA02-0101](#)
- [CJA02-0103](#)
- [CJA02-0104](#)
- [CJA02-0106.01](#)
- [CJA02-0106.02](#)
- [CJA02-0106.03](#)
- [CJA02-0106.04](#)
- [CJA02-0106.05](#)
- [CJA02-0204](#)
- [CJA02-0206](#)
- [CJA02-0208](#)
- [CJA02-0208](#)
- [CJA02-0211](#)
- [CJA02-0212](#)
- [CJA03-0101](#)
- [CJA03-0102](#)
- [CJA03-0103](#)
- [CJA03-0103](#)
- [CJA03-0104](#)
- [CJA03-0105](#)
- [CJA03-0106](#)
- [CJA03-0106](#)
- [CJA03-0107](#)
- [CJA03-0108](#)
- [CJA03-0109](#)
- [CJA03-0111](#)
- [CJA03-0111.01](#)

matters.” These internal reports may also include attorney-client privileged communication. It is not clear why the change in the language was needed. Please explain.

[Reply](#)

**Michael A. Jensen**

**December 6, 2022 at 9:53 am**

I object to the change in (5)(A)(i). The Court seems uninterested in conserving funds of the protected person. Requiring a corporate fiduciary to prepare and submit the “court approved form” in addition to its internal accounting form will absolutely increase the cost of submitting the annual and final accountings. There is no justifiable reason for requiring this change. For more than 20 years I have been submitting accountings for a corporate fiduciary and never have I had an objection to the form of the accounting by any court or any interested person. This is an unnecessary proposed change. Furthermore, the accounting prepared by a corporate fiduciary is generally far more easily comprehended and understood than any court approved form since it follows the general accounting standards accepted and approved by CPAs. The court approved form does not meet that standard. In effect, the corporate form shows “Beginning Assets”, “Income”, “Expenditures”, and “Ending Assets” in a logical sequence. Also, on the “Forms” page of the Utah Courts website, there is no approved form for a conservator! See <https://www.utcourts.gov/en/forms/forms/court-forms.html>. This is a change when there is and has been no problem.

[Reply](#)

## Leave a Reply

Your email address will not be published. Required fields are marked \*

**Comment \***

**Name \***

- [CJA03-0111.02](#)
- [CJA03-0111.03](#)
- [CJA03-0111.04](#)
- [CJA03-0111.05](#)
- [CJA03-0111.06](#)
- [CJA03-0112](#)
- [CJA03-0113](#)
- [CJA03-0114](#)
- [CJA03-0115](#)
- [CJA03-0116](#)
- [CJA03-0117](#)
- [CJA03-0201](#)
- [CJA03-0201.02](#)
- [CJA03-0202](#)
- [CJA03-0301](#)
- [CJA03-0301.01](#)
- [CJA03-0302](#)
- [CJA03-0303](#)
- [CJA03-0304](#)
- [CJA03-0304.01](#)
- [CJA03-0305](#)
- [CJA03-0306](#)
- [CJA03-0306.01](#)
- [CJA03-0306.02](#)
- [CJA03-0306.03](#)
- [CJA03-0306.04](#)
- [CJA03-0306.05](#)
- [CJA03-0401](#)
- [CJA03-0402](#)
- [CJA03-0403](#)
- [CJA03-0404](#)
- [CJA03-0406](#)
- [CJA03-0407](#)
- [CJA03-0408](#)
- [CJA03-0410](#)
- [CJA03-0411](#)
- [CJA03-0412](#)
- [CJA03-0413](#)
- [CJA03-0414](#)
- [CJA03-0415](#)
- [CJA03-0418](#)
- [CJA03-0419](#)
- [CJA03-0420](#)
- [CJA03-0421](#)
- [CJA03-0501](#)
- [CJA03-0501](#)
- [CJA04-0103](#)
- [CJA04-0106](#)
- [CJA04-0110](#)
- [CJA04-0201](#)
- [CJA04-0202](#)
- [CJA04-0202.01](#)
- [CJA04-0202.02](#)
- [CJA04-0202.03](#)
- [CJA04-0202.04](#)
- [CJA04-0202.05](#)
- [CJA04-0202.06](#)