

FORM	PDF VERSION	EXCEL OR WORD	INTERNET LINK
Adjustments Vs Credits chart	PDF		
AOC Deposit Coversheet (When checks need to be sent to AOC For conferences, etc)	PDF	EXCEL	
Payables - Authorized Signatures Form	PDF		
Daily Mail Log	PDF		
Cash Bail over 10K (form 8300)	Example		IRS Website
CORIS Trust Deposits Instructions related to adjustments	PDF		
Court Fees: District	PDF		
Court Fees: Juvenile	PDF		
Court Fees: Appellate	PDF		
Credit Card Heartland Report Instructions Refer to 03-04.03 Forms and Instructions for others	PDF		
Deposit Log	PDF	WORD	
Deposit Review Form	PDF		
Deposit slip Validation review instructions	PDF		
Deposit Slip Review form	PDF		
Disputed Credit Card letter Disputed card letter for eFiler	PDF	WORD	
Electronic Transfer Request (Request AOC to move money for Revenue/Trust)			Google Process Request access from AOC Finance
Electronic Funds (EFT) Transmission form (Requested by a vendor to wire large sums to the trust account)	PDF		
Federal W-9 form Example of fields to complete			IRS Website

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Flow Chart for when a voided check clears	PDF		
Flow of Collected Funds (District)	PDF		
Flow of Collected Funds (Juvenile)	PDF		
Flow of Collected Funds (Appellate)	PDF		
Hand Receipt Log	PDF	EXCEL	
Interest Bearing Trust Agreement Form (IBA Agreement Form)			On intranet
Interest Calculation Template	PDF of instructions	EXCEL	
Lost Check Replacement State form FI12	PDF		State Forms
Journal Review Checklist-dist	PDF	WORD	
Journal Review Checklist-juv	PDF	WORD	
Key Log Examples	PDF		
Key Log Dual	PDF		
NSF Letters	PDF for (CORIS/CARE)	WORD	
Non-Judicial agreement form	Example A		
OSDC Additional Monies to be Collected	PDF		
OSDC Referral Form	PDF		
OSDC Dist. Civil instructions	PDF		
OSDC Code Reference sheet	PDF		
OSDC District case transfer qualification list	PDF		
OSDC Surety Bond Judgment form	PDF		
Public Request to Reissue Trust Check for Several options Refer to Section 06-03.01 Forms and Instructions			

FORM	PDF VERSION	EXCEL OR WORD	INTERNET LINK
Revenue Reconciliation forms and instructions. Refer to Section 03-06.02 Forms and Instructions			
Separation of Duties Model	PDF WORD		Also available On Intranet
TAX Exemption Certificate specific for COURTS	PDF		
TAX W9 Tax Holder Form	PDF		
Trust CARE Recon Instructions	PDF		
Trust CARE Recon form		EXCEL	
Trust Check Signer form	Example A , B , C		
Trust CORIS Recon Instructions	PDF		
Trust CORIS Recon form		EXCEL	
Unclaimed Property (Process to submit Unclaimed Property) Refer to Section 06-11.01 Forms			Submit electronically: http://new.mycash.utah.gov/
Request for Holder Reimbursement (when needing to get the money back from Unclaimed)	PDF		
Records Retention chart. Section 01-01.00 contains pdf version by court level and excel doc			
Validated Revenue Deposit Slip Instructions	PDF		