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IN THE THIRD JUDICIAL DISTRICT COURT
OF SALT LAKE COUNTY, SALT LAKE DEPARTMENT, STATE OF UTAH

In the Matter of the Marriage of

ALEXIS LACOX,

Petitioner,
and

BENJAMIN LACOX,

Respondent,

STATE OF UTAH, Office of Recovery
Services,

Intervenor.

DECREE OF DIVORCE
AND JUDGMENT

Civil No. 254902224 DA

Judge ROBERT FAUST

Commissioner KIM M. LUHN

The above-entitled matter came before the Honorable Judge ROBERT FAUST. ALEXIS LACOX, Petitioner (herein after referred to as “Alexis”, “Mother” or “Petitioner”) was represented by Christopher J. Martinez, LEGAL AID SOCIETY OF SALT LAKE. Respondent, BENJAMIN LACOX, (herein after referred to as “Benjamin”, “Father” or “Respondent”) was represented by Andrew D. Giles. The Court received the parties' written Stipulation and Settlement Agreement and Parties agree that a final Decree of Divorce in this matter be entered

based upon the terms of the Stipulation. The parties have attended the Mandatory Divorce Education Course. The Court, having found and entered its Findings of Fact and Conclusions of Law and being otherwise fully advised, it is hereby,

ORDERED, ADJUDGED AND DECREED:

1. The Parties are hereby awarded a Decree of Divorce, such to become final upon signature and entry herein.

a. The parties were married April 20, 2019, in Tooele, Utah

b. The parties separated on March 28, 2025.

2. The parties are the biological parents of one minor child,

a. E.A.L. born December 2020.

CHILD CUSTODY AND VISITATION

3. Legal Custody: The parties shall receive joint legal custody of the minor child.

4. Physical Custody: The parties are awarded joint physical custody pursuant to Utah Code Ann. §81-9-305.

PARENTING PLAN

Verification

5. Pursuant to Utah Code Ann. §81-9-203(5), this parenting plan is submitted in good faith.

Decision Making

6. Minor Decisions. Day-to-day decisions regarding the care, control, and discipline of the child shall be made by the parent with whom the child is residing at the time.

7. Major Decisions. The parties must discuss the major decisions concerning their child's general welfare, education, discretionary medical treatment, and religious training shall be mutually discussed by both parties before making and implementing any decision.

a. If after discussion, the parties cannot agree, the parties shall be required to seek the advice of any professionals involved in the child's life such as teachers, doctors, or therapists,

b. If after seeking the advice of professionals, the parties cannot agree, either party may request that the parties be required to attend one session of mediation. The parties shall be required to split the cost of mediation equally.

c. If after mediation the parties still cannot agree, either party may then seek the advice of the court.

8. Emergency Decisions. Either parent may make emergency decisions regarding the health and safety of the child. A parent making emergency decisions will notify the other parent immediately or as soon as reasonably able of any decisions that are being made.

9. Emergency decisions and day-to-day decisions are exempt from this provision.

Education Plan

10. The minor child shall continue to attend Stansbury Elementary and feeder schools within the district. The parties may change the minor child's school by written agreement.

11. Both parties will have the authority to check the child out of school and have access to the child during school.

12. Regular school hours may not be interrupted for a school-aged child for the exercise of parent-time by either parent unless agreed to in writing.

Parent-Time Visitation

13. Parent-time shall be as the parties agree, if the parties do not agree, the parties shall receive equal parent-time pursuant to Utah Code Ann. §81-9-305 on a week on/week off schedule with the parties exchanging the minor child each Sunday at 7:00 p.m.

Holiday & Extended Parent-Time

14. Holiday Parent-Time. Holiday parent-time shall be as the parties can agree. In the event they cannot agree, the parties will follow the holiday schedule outlined in Utah Code. Ann. §81-9-302 with Father designated as noncustodial parent and Mother as the custodial parent for holiday purposes only as outlined in the following table.

Holiday and Time Period	Years granted for Noncustodial Parent	Years granted for Custodial Parent
Dr. Martin Luther King Jr. Day (1) Holiday begins Friday at: (a) 9 a.m. if school is not in session and the parent can be with the child; (b) the time that school is regularly dismissed; or (c) 6 p.m. at the election of the parent granted the holiday. (2) Holiday ends at 7 p.m. on the day before school resumes.	Odd Years	Even Years
President's Day (1) Holiday begins Friday at: (a) 9 a.m. if school is not in session and the parent can be with the child; (b) the time that school is regularly dismissed; or (c) 6 p.m. at the election of the parent granted the holiday. (2) Holiday ends at 7 p.m. on the day before school resumes.	Even Years	Odd Years
Spring Break (1) Holiday begins at 6 p.m. on the day that school dismisses for spring break.	Odd Years	Even Years

(2) Holiday ends at 7 p.m. on the day before school resumes.		
Memorial Day (1) Holiday begins Friday at: (a) 9 a.m. if school is not in session and the parent can be with the child; (b) the time that school is regularly dismissed; or (c) 6 p.m. at the election of the parent granted the holiday. (2) Holiday ends at 7 p.m. on the day before school resumes.	Even Years	Odd Years
Mother's Day (1) Holiday begins on Mother's Day at 9 a.m. (2) Holiday ends on Mother's Day at 7 p.m.	All years if noncustodial parent is the mother	All years if custodial parent is the mother
Father's Day (1) Holiday begins on Father's Day at 9 a.m. (2) Holiday ends on Father's Day at 7 p.m.	All years if noncustodial parent is the father	All years if the custodial parent is the father
Juneteenth National Freedom Day (1) Holiday begins at: (a) 6 p.m. on the day before Juneteenth National Freedom Day if the day before Juneteenth National Freedom Day is not Father's Day; or (b) 9 a.m. on Juneteenth National Freedom Day if the day before Juneteenth National Freedom Day is Father's Day. (2) Holiday ends at 6 p.m. on the day following Juneteenth National Freedom Day.	Even Years	Odd Years
Independence Day (1) Holiday begins on July 3rd at 6 p.m. (2) Holiday ends on July 5th at 6 p.m.	Odd Years	Even Years
Pioneer Day (1) Holiday begins on July 23rd at 6 p.m. (2) Holiday ends on July 25th at 6 p.m.	Even Years	Odd Years
Labor Day (1) Holiday begins on Friday at: (a) 9 a.m. if school is not in session and the parent can be with the child; (b) the time that school is regularly dismissed; or (c) 6 p.m. at the election of the parent granted the holiday. (2) Holiday ends at 7 p.m. on the day before school resumes.	Odd Years	Even Years
Columbus Day (1) Holiday begins at 6 p.m. on the day before Columbus Day. (2) Holiday ends at 7 p.m. on Columbus Day.	Even Years	Odd Years
Fall Break (1) Holiday begins at 6 p.m. on the day school is dismissed for fall break.	Odd Years	Even Years

(2) Holiday ends at 7 p.m. on the day before school resumes.		
Halloween (1) Holiday begins on October 31st or the day that Halloween is traditionally celebrated in the local community: (a) at the time that school is dismissed; or (b) at 4 p.m. if there is no school. (2) Holiday ends at 9 p.m. on the same day the holiday begins.	Even Years	Odd Years
Veterans Day (1) Holiday begins at 6 p.m. on the day before Veterans Day. (2) Holiday ends at 7 p.m. on Veterans Day.	Odd Years	Even Years
Thanksgiving (1) Holiday begins on Wednesday at: (a) 6 p.m.; or (b) the time school is regularly dismissed for Thanksgiving at the election of the parent granted the holiday. (2) Holiday ends at 7 p.m. on the night before school resumes.	Even Years	Odd Years
Winter Break (First Half) (1) Holiday begins at: (a) 6 p.m. on the day on that school dismisses for winter break; or (b) the time school is regularly dismissed on the day that school dismisses for winter break at the election of the parent granted the holiday. (2) Holiday ends on December 27th at 7 p.m.	Odd Years	Even Years
Winter Break (Second Half) (1) Holiday begins on December 27th at 7 p.m. (2) Holiday ends at 7 p.m. on the night before school resumes.	Even Years	Odd Years
Day of Child's Birthday (1) Holiday begins at 3 p.m. (2) Holiday ends at 9 p.m.	Even Years	Odd Years
Day Before or After Child's Birthday (1) Holiday begins at 3 p.m. (2) Holiday ends at 9 p.m.	Odd Years	Even Years

15. Extended Summer Parent-Time. Each year, a parent may designate two consecutive weeks to exercise uninterrupted parent-time during the summer when school is not in session.

16. In even numbered years Mother shall provide notice of her requested dates for extended parent-time by May 1 and Father shall provide notice of his requested dates for extended parent-time by May 15.

17. In odd numbered years, Father shall provide notice of his requested dates for extended parent-time by May 1 and Mother shall provide notice of her requested dates for extended parent-time by May 15.

18. If a parent fails to provide notice within the timeframes outlined above, the complying parent may determine the schedule of the noncomplying parent. If both parents fail to follow the notice requirements, the first parent to provide notice may determine the schedule for the other parent.

Exchanges

19. Exchanges shall be as the parties agree, if the parties disagree, the parties shall equally share the transportation obligations relating to parent-time exchanges. Exchanges occurring at school are preferred with the parent ending parent-time dropping the child off at school and the receiving parent picking up the child after school. When school is not in session, the parent beginning parent-time shall pick up the child at the residence of the other parent or at another agreed upon location.

20. Exchange times shall be as the parties agree, if the parties disagree, exchange times should be Sunday evenings at 7:00 p.m.

21. Third parties such as relatives may pick up and drop off the child as long as the parties have agreed to the third party doing so in writing.

Virtual Parent-Time

22. Both parents shall allow communication between the child and the other parent at reasonable hours and for reasonable durations. The child shall not be restricted from contacting the absent parent as they desire.

23. Should a parent buy a cell phone or other device for a child to use, the child shall always be able to use this phone or device to contact either parent. Either parent may restrict the phone's or device's use to that purpose only, but neither parent may take the phone or device away completely.

Information Sharing

24. Both parents shall keep the other informed as to residence address, home, work and cell phone numbers, email addresses and any other important contact information, including how to be reached in the event of an emergency. If either parent changes any of his or her contact information as indicated above, that parent must notify the other parent in writing within 24 hours of the change.

25. Both parents shall also provide their contact information to all third parties who are important in the child's lives, such as day care providers, educators, doctors, dentists, and both parents shall be listed as the child's parent and as an emergency contact with those providers.

26. Both parents shall have access to all records of the child including, but not limited to, school, medical, dental, and psychological records, and this Parenting Plan shall constitute a release to allow each parent access to all records of the child. The parents will make

arrangements with the minor child's schools for each parent to receive a copy of the child's report cards, school calendars, etc.

27. Unless each parent has independent access to this information, each parent shall share with the other all schoolwork, report cards, school pictures, and other information relating to the schooling and extracurricular activities of the minor child. Further, unless each parent has independent access to this information, each parent shall take affirmative steps to share information regarding the times and locations of parent-teacher conferences, school programs, church programs, sporting events, recitals, performances, practices and other significant events involving the child.

Communication

28. Both parents shall engage in civil communication to discuss matters relating to the minor child with each other only, and shall avoid using the minor child to relay messages or information. Neither party shall block the other parent on their own devices or the device of the minor child.

29. Communication shall be as the parties agree. Should the parties disagree, the parties shall primarily communicate through text or email with phone calls being appropriate in emergencies or when agreed to by both parties.

Respect and Cooperation

30. Both parents will support each other in their respective parenting roles and encourage a positive relationship between the child and the other parent and encourage third parties to do the same. The parties will respect the child's rights to have a meaningful bond with each parent, stepparents, and other relatives.

31. Both parents recognize that the best interest of the child requires them to cooperate and treat each other with dignity and respect, especially in the presence of the child.

32. Both parents shall share information on any condition, problem, significant fact, or circumstance, which may affect the other parent's relationship with the child or the well-being of the child.

33. The parties shall build a co-parenting relationship filled with trust and respect.

34. The parties shall start over and recommit to this Parenting Plan when one or both neglect a provision in this plan.

35. Both parents shall have full access to all electronic devices or accounts the child uses, including knowing usernames and passwords. Neither parent has the authority to block the other parent from communicating with the minor child through any of their devices or accounts.

36. Parent-time shall not be denied for failure to comply with any of the provisions in this pleading. Intentional denial of parent-time shall be grounds to change custody at any court proceeding.

Extended Overnight Trips

37. Both parties shall notify the other whenever the child travels on any overnight trip exceeding one (1) night. The traveling party shall provide an itinerary of travel dates; destinations; and a way the child or traveling parent can be reached in advance of the trip. The traveling party shall get the other's permission should this trip interfere with the parent-time schedule. In case of emergency, the traveling parent will provide as much notice as possible.

School Functions and Extracurricular Activities

38. Both parties shall be entitled to participate in all extracurricular activities and school functions the child attends. The parties shall be civil and polite with one another and strive to put any and all of their conflicts aside so as to allow the child to enjoy the activity free from stress and/or embarrassment which might otherwise result from such conflicts between the parties during the activity.

39. The parties shall keep each other informed of any extracurricular activities the child is involved in and notify the other parent of any special events or ceremonies for the child within 24 hours of receiving notice of the same.

40. Neither parent will schedule or promote to the child events or activities that fall on the other parent's parent-time without first obtaining permission from the other parent in the following manner: The requesting parent will notify the other parent of the event or activity and discuss with them the benefits of the child's attendance prior to discussing it with the child. If the other parent has something scheduled or decides that the child cannot participate in the event or activity for any reason, the requesting parent will abide by that decision and not attempt to influence the other parent through the child. This is intended to avoid either party being "the bad guy" in the event either party's financial or logistical circumstances preclude their willingness or ability to accommodate the activity during their own parent-time.

Parent-Time Respect

41. Both parents shall comply with the parent-time schedules unless they mutually agree to alter the schedules in writing.

42. Notwithstanding the above provision, both parents shall be flexible in making

temporary adjustments in their parent-time schedules for unexpected situations. The parent seeking an adjustment shall give the other parent as much advance notice as possible (at least 24 hours except in an emergency). The other party shall use his or her discretion in allowing for an adjustment, but not unreasonably refuse.

43. Both parents shall give special consideration to make the child available to attend family functions including funerals, weddings, family reunions, religious holidays, important ceremonies, and other significant events in the life of a child or in the life of either parent which may inadvertently conflict with the parent-time schedules.

44. The parties shall notify the other when a child is ill. Prior to the exchange of the child who is ill, the parties shall discuss regular parent-time and shall reasonably accommodate the sick child. If the parties cannot agree, regular parent-time shall not be affected. A parent shall not use the child's illness to frustrate parent-time.

45. Neither parent-time nor child support are to be withheld due to either parent's failure to comply with a court-ordered parent-time schedule.

Non-interference with the Parties' Personal Lives

46. Each party shall be completely free from the interference, authority, and control of the other party, except as impacts the care of the child, as set forth in this Petition.

47. Each party shall have the right to conduct his or her social life and business affairs as he or she sees fit without interference or comment from the other party.

Right of First Refusal

48. The parties shall each have a right of first refusal insofar as the child will not be personally cared for by the other party for a period of one or more overnights. The right of first

refusal gives the other parent the opportunity to watch the minor child while the other parent is gone. The other parent may choose to exercise this right of first refusal and pick the minor child up for the time period the other parent is unable to be present for parent-time. The parent exercising the right of first refusal shall return the minor child to the other parent should the other become available again to exercise parent-time.

Relocation of a Parent

49. In the event either party intends to relocate outside of the State of Utah or more than 150 miles from their current residence, the parties shall be bound by all notice and other provisions of Utah Code Ann. §81-9-209 (60 days formal written notice shall be required). The parties shall be encouraged to give notice more than 60 days in advance of the desired relocation if possible, and to mediate the issue, insofar as time permits.

Adjustments or Modifications

50. All permanent adjustments or modifications to this Parenting Plan shall be made in writing, signed by both parties, notarized, and filed with the Court. Temporary or minor changes can be made whenever the parties agree.

Failure to Comply

51. If a parent fails to comply with any of the provisions under this Parent-Time Section, the other parent's obligations under said section are not affected.

End of Parenting Plan

FINANCIAL PROVISIONS

Child Support

52. The Court should order child support that is consistent with a Child Support

Obligation Worksheet for Joint Custody and the Uniform Child Support Schedule.

53. Father makes \$17 an hour or \$2,946 gross monthly income.
54. Mother makes around \$17 an hour or \$2,946 gross monthly income.
55. Child support based on a joint custody worksheet would be \$7 a month in child support. Based on the negligible amount in the worksheet, neither party shall pay child support until such time as child support is adjusted in the future.
56. Child support shall commence upon order of the court. Pursuant to Utah Code Ann. §81-7-102, child support shall be due on the 1st with installment payments of one half paid on the 5th and the other half paid on the 20th of each month.
57. Child support shall continue until the minor child reaches the age of eighteen (18) or graduates from high school during their normal and expected graduating class, whichever occurs later or marries, dies, joins the armed forces or is otherwise emancipated.
58. Pursuant to Utah Code § 81-6-212(4) & (5), any child support order may be adjusted by motion when the most recent Child Support Order is older than three (3) years and by petition when the most recent Child Support Order is less than three (3) years old.

Medical Insurance and Medical Expenses

59. Pursuant to Utah Code Ann. §81-6-208, the parties shall jointly provide and maintain health/medical insurance for the benefit of the child where available at a reasonable cost. In the event both parties have insurance for the child, Father's insurance shall be designated as primary, and Mother's insurance shall be designated as secondary unless the parties agree otherwise.
60. Should one party obtain health/medical insurance through their employment or

other business undertakings, the other party shall be liable for the payment of one-half of the cost of said insurance for the child's portion of that insurance. The child's portion shall be determined on a pro rata share of the premium actually paid by a parent. In the event of double coverage, each party shall pay their own premium.

61. The parent who provides medical insurance may receive credit against the base child support award or recover the other parent's share of the child's portion of the insurance premium.

62. The parties shall divide equally all reasonable and necessary medical expenses for the child which are not covered by insurance.

63. The parent who incurs reasonable or necessary medical expenses shall provide written verification of the cost and payment of medical expenses to the other parent within thirty (30) days of payment.

64. The parent who incurs medical expenses may be denied the right to receive credit for the expenses, or to recover the other parent's share of the expenses, if that parent fails to provide written verification and payment within thirty (30) days of payment.

65. The parent who incurs the medical expenses shall be reimbursed within thirty (30) days of the verification of the cost and payment to the other parent.

66. The parties shall cooperate in exchanging all claim forms and statements to coordinate the payment of all medical and dental expenses, as set forth herein.

67. The parent who maintains health insurance shall provide verification of coverage to the other parent, upon initial enrollment of the child, and thereafter on or before January 2nd of each calendar year.

68. The parent who maintains insurance shall provide written notice to the other parent of any change of insurance carrier, premium, or benefits within thirty (30) days of any change.

Childcare Expenses

69. Pursuant to Utah Code §81-6-209, both parties shall share equally all reasonable work, career, or occupational training-related childcare expenses.

70. Childcare by family members is preferred and is presumed to be of no cost.

71. The parent who incurs childcare expenses shall provide written verification of the cost and identity of a childcare provider to the other parent upon initial engagement of a provider and thereafter on the request of the other parent.

72. The parent shall notify the other parent of any change of a childcare provider of the monthly expense of childcare within 30 calendar days of the date of the change.

73. A parent incurring childcare expenses may be denied the right to receive credit for the expenses or to recover the other parent's share of the expenses if the parent incurring the expenses fails to comply with these notice provisions.

School Fees & Extracurricular Activities

74. School Fees. The parties shall divide all required school costs and fees equally. This does not include co-curricular fees without written agreement. Co-curricular fees are fees related to elective classes such as band, music, and dance that require additional fees.

75. Extracurricular Expenses. Each party is required to pay one half of all costs relating to the minor child's participation in extracurricular activities so long as both parties agree to the activity in writing. Neither party shall register a child for an activity that is on the

parent's parent-time without the express permission of the other parent.

76. A party's agreement to an extracurricular activity cannot extend beyond the current season or a year's commitment without agreement.

77. All reimbursement requests shall be made within 30 days of making payment and all reimbursements shall be provided within 30 days of receiving the request.

Taxes

78. The parties will alternate claiming the minor child for state and federal tax purposes. Father will claim the child in odd years for state and federal tax purposes. Mother will claim the child in even years for state and federal tax purposes.

Alimony

79. Both parties are capable of supporting themselves. No alimony is awarded now or in the future.

Personal Property

80. During the course of the marriage relationship, the parties acquired personal property.

81. The parties have divided all personal property as of the date of the signing of the stipulation for divorce.

82. The parties are awarded all premarital property, gifts, and inheritances as their own separate property, free and clear of any claim from the other party.

Vehicles

83. During the course of the marriage the parties acquired vehicles which are divided as follows.

84. Father shall be awarded the 2005 Honda Pilot and any associated debt and indemnify and hold Mother harmless for any debts associated with the vehicle awarded to Father.

Real Property

85. There has been no real property acquired by the parties during their marriage, and therefore no need be adjudicated by the court.

Financial Accounts

86. All financial accounts utilized by the parties (checking, savings, IRAs, Money Markets, investment, etc.) have been disclosed and the funds therein equitably divided between the parties.

87. Each party shall keep the accounts in their own name. Any joint accounts shall be closed within 30 days of the entry of the Decree of Divorce, or a party may be removed from an account as the parties may agree.

Debts

88. There are no joint marital debts. Should the parties have any debt, each party is responsible for any and all debts incurred solely in their name either prior to, during, or after the marriage, and hold the other free and harmless therefrom.

89. Each party shall be responsible for any separate debts and obligations that have been incurred in his or her name since the date of separation. Each party shall hold the other free and harmless from the debts or portions of debts for which he or she is liable.

Retirement Benefits

90. Neither party has retirement benefits to be divided.

Mutual Restraints

91. Neither parent shall do or say anything that tends to diminish the love and affection a child has for their parent. This includes making insulting, harmful, or disparaging comments about the other parent while in the presence of the minor child, while exercising parent-time, or on social media platforms. The parties have an affirmative duty to remove the child from the presence of anyone engaging in such behavior.

92. Both parties are restrained from bothering, harassing, annoying, threatening violence, or harming the other party at their place of residence, employment or any other place.

93. Neither parent shall use illegal substances, abuse prescription medication, or drink alcohol in excess while exercising parent-time. Neither parent shall be intoxicated, high, or hung-over while in the presence of the child. Intoxication shall be defined by the legal blood alcohol limit of the state in which the alcohol is consumed.

94. Neither party shall smoke tobacco or use marijuana in the presence of the child.

95. Both parties are restrained from using the image or likeness of the other party to obtain credit or incur debts. Any party that incurs debts in the other party's name shall be fully responsible for that debt.

96. Neither party shall permit a third party to engage in conduct; the parties are prohibited from participating in front of the minor child. The parties have a duty to remove the child from the presence of third parties violating these mutual restraints.

Other

97. Each party is ordered to execute and deliver to the other such documents as are required to implement the provisions of the Decree of Divorce entered by the Court.

98. Mother is permitted to change her name back to her maiden name of Rambo should she so desire.

Attorney Fees

99. Each party shall be fully responsible for their own attorney fees and costs.

Miscellaneous Provisions

100. If either party fails to comply with any of the terms and conditions set forth in the final Divorce Decree, the party in default shall be liable to the other party for all reasonable expenses, including attorney's fees and costs, incurred in enforcing the terms and conditions of the Divorce Decree.

101. Before bringing any future legal action in this case, other than an enforcement action, the parties must first attempt mediation to resolve issues that may arise between them.

//END DOCUMENT//

In accordance with the Utah Courts' electronic filing system, this Order does not bear the analog signature of the Judge, but instead displays the electronic signature of the Court. It is located on the first page, in the upper right-hand corner.

Approved as to form:

/s/ Andrew D. Giles

Andrew D. Giles Attorney for Respondent

Signed by Christopher J. Martinez with permission of

Attorney for Respondent given via email on August 6, 2026

CERTIFICATE OF SERVICE AND*NOTICE OF RULE 7(j) NOTICE

Pursuant to Rule 7(j) of the Utah Rules of Civil Procedure, I hereby certify that on the 6th day of August 2026, I caused a true and correct copy of the foregoing DECREE OF DIVORCE AND JUDGMENT to be served ☐ via the court's electronic filing system, ☐ by mail postage prepaid, ☐ via hand-delivery, ☐ via facsimile, ☒ via e-mail, as addressed, to:

Andrew D. Giles, *Attorney for Respondent*
andrew@jolleyandjolley.com

Jeffrey C. Hunt, *Intervenor*
jchunt@agutah.gov

/s/ Kristie Cowman

Kristie Cowman, Paralegal to
Christopher J. Martinez, Attorney for
Petitioner

*Notice of objections to this order must be submitted to the Court and counsel within seven days after this service. Should no objection to this order be submitted to the Court and counsel within seven days after service, this Order shall be presented to the Court for entry and signature.