

## Agenda Committee on Court Forms

Administrative Office of the Courts / Scott M. Matheson Courthouse  
450 South State Street

April 3, 2018 / 12:00 to 2:00 p.m.  
Large Conference Room A

1. Welcome and approval of minutes for March meeting	Guest Chair
2. Non-public Information – Safeguarded Address (review changes)	Jessica Van Buren
3. Writ of Garnishment (starting with form 1006)	Nathanael Player
4. Supplemental Proceeding	Nathanael Player
5. Abstract of Judgment and Judgment Information Statement	Jessica Van Buren
6. Motion to Renew Judgment	Jessica Van Buren
7. Motion to Declare Judgment Satisfied	Jessica Van Buren
8. Request for certified copy of adoption decree – district and juvenile	Jessica Van Buren
9. Notice of Withdrawal of Counsel / Notice to Appear Personally or to Appoint Counsel / Notice of Appearance or Appointment of Counsel / Substitution of Counsel	Jessica Van Buren
10. Initial Disclosures	Nathanael Player
11. Exhibit Summary, Affidavit in Support of Exhibit Counter Motion, Notice of Order / Notice of Judgment	Commissioner Casey Nathanael Player
12. Adjourn	Guest Chair

### 2018 Meeting schedule (12:00 - 2:00 p.m.)

April 24  
May 14  
June 11

July 9  
August 13  
September 10

October 9  
November 13  
December 10

MINUTES  
**Utah Judicial Council's  
Committee on Court Forms**  
Administrative Office of the Courts  
450 South State Street  
Salt Lake City, UT 84111  
March 20, 2018  
12:00 – 2:00 p.m.

**Attendees**

Randy Dryer, Chair  
Kim Allard  
Commissioner T. Patrick Casey  
Christina Cope  
Guy Galli  
Nathanael Player  
Stewart Ralphs  
Judge James Taylor  
Jessica Van Buren  
Mary Westby

**Excused**

Judge Elizabeth Lindsley  
Cyndi Bayles  
Judge Gregory Brown  
Kara Mann

**Staff**

Minhvan Brimhall, Recording Secretary

**Guests**

Cathy Dupont  
Kylie Newsom

**I. WELCOME AND APPROVAL OF MINUTES**

Mr. Dryer welcomed the Committee members to the meeting and introduced Minhvan Brimhall, new legal secretary to Brent Johnson, Nancy Sylvester and Keisa Williams.

The committee discussed the February 27, 2017 minutes. Mr. Dryer moved to approve the minutes with no changes. Mr. Ralphs seconded the motion and it passed unanimously.

**II. WRIT OF EXECUTION**

Recommendations were made to change the language in the introduction of the Writ of Execution.

Recommendations were made regarding paragraph 1 where a judgment may be challenged or appealed.

Recommendations were made to include examples for paragraph 5 of the definition of personal property. Judge Taylor feels people know the definition of personal property; however, Mr. Dryer states that some may be confused between a boat and a car.

Recommendations were made in paragraph 6 regarding the need to identify real estate information. Mr. Dryer suggests that each property should be listed separately as a line item on the Writ.

The question arose as to whether applicants identify the judgment debtor by name. This would be the person asking for the judgment. By including the statement “This document identifies \_\_\_\_\_, the judgment debtor”, the judgment debtor is being identified in the application.

Recommendations were made to regarding the notification of the Writ of Execution. Judge Taylor recommended removing items 6 and 7, as item 5 defines items 6 and 7. Mr. Player expressed that a new attorney or individual new to court the process may not have all of the information available to them and it would be helpful to maintain to items 6 and 7. Ms. Westby pointed out that many pro se litigants may find the list to be an important part of their case. This may be worse if the respondent does not have all of the information.

Recommendations were made to include Licensed Paralegal Practitioner or Attorney to this section.

After discussion, Ms. Westby moved to approve the motion with the recommended changes. Mr. Player seconded the motion. The motion was approved unanimously.

### **III. WRIT OF GARNISHMENT**

Recommendations were made to change the wording regarding the petitioner’s employer.

Recommendation was made to remove the “response request to verify employer” as the petitioner is not required to file with the courts. The committee agreed to remove this question on the application.

It was recommended to include “All property including money earned but not yet paid” to paragraph 2 of Writ of Garnishment and Destruction. It was recommended to include reference to Licensed Paralegal Practitioner or Attorney in paragraph 4 and 5.

It was recommended to add Licensed Paralegal Practitioner to paragraph 7.

It was recommended to remove the filing portion from the certificate of service section, but include reference to Licensed Paralegal Practitioner.

It was recommended to include an explanation section of the order to show cause for the petitioner to explain why they should not be held in contempt of court.

After further discussion, Ms. Dupont moved to approve the recommended changes. Ms. Westby seconded the motion. The motion was approved unanimously.

**IV. SUPPLEMENTAL PROCEEDING**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**V. ABSTRACT OF JUDGMENT AND JUDGMENT INFORMATION STATEMENT**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**VI. MOTION TO RENEW JUDGMENT**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**VII. MOTION TO DECLARE JUDGMENT SATISFIED**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**VIII. REQUEST FOR CERTIFIED COPY OF ADOPTION DECREE – DISTRICT AND JUVENILE**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**IX. NON-PUBLIC INFORMATION: PARENT, MINOR, SAFEGUARDED, PERSONAL INFORMATION**

Mr. Ralphs asked for clarification regarding who has access to private records of applicants. Mr. Ralphs states that there have been confusion regarding who has access to these records and the safeguarding of personal information. Mr. Ralphs stated that an ex-spouse is given information regarding the petitioner or the case as he/she is listed on the form. The committee discussed Mr. Ralphs' concerns and concluded that each party is required to complete their own forms and certain information is not shared with the other party.

The question arose as to why there is need for a certificate of service on the form for minors; however, the parent form does not require a certificate of service. Mr. Player will look into this item.

Mr. Ralphs asked for clarification on marking a box for safeguarded information. Is this something that is required or necessary? Ms. Van Buren states that applicants are required to identify the type of case or reason of the case for the purpose of safeguarding certain information. Mr. Ralphs proposed to remove this section from the form.

A recommendation was made to modify language in this section for purposes of consistency and clarity in the option to safeguard personal information.

After further discussion, Mr. Ralphs motioned to approve the recommended changes. Mr. Galli seconded the motion. The motion was passed unanimously.

**X. NOTICE OF WITHDRAWAL OF COUNSEL; NOTICE TO APPEAR PERSONALLY OR TO APPOINT COUNSEL; NOTICE OF APPEARANCE OR APPOINTMENT OF COUNSEL; SUBSTITUTION OF COUNSEL**

This item was not addressed due to lack of time and will be addressed at a future meeting.

#### **XI. MOTION TO WAIVE DIVORCE EDUCATION REQUIREMENTS**

Mr. Galli made a recommendation to add an additional line to this section that allows judges the option to waive divorce recommendations based on certain conditions. As an example, a respondent may reside in another state. Is there a need to make it clear that classes can be completed in another state?

The committee recommended wording changes for this section.

After further discussion, Mr. Dryer motioned to approve the recommended changes. Mr. Ralphs seconded the motion. The motion was passed unanimously.

#### **XII. MOTION TO EXCUSE MEDIATION**

Mr. Ralphs asked for clarification of the form regarding excuse of mediation. Mr. Ralphs states that item 1 is asking applicant to request mediation, item 2 is asking to stop mediation, and item 3 is asking for a reason. Mr. Ralphs asked if applicants are required to fill out 1, 2 and 3; however, should items 2 and 3 be options? Judge Taylor stated that in order to do a ruling without prejudice, he would want to know what attempts the parties made at mediating the issue.

Recommendations were made to change the wording for paragraphs 2 and 3. Paragraph 2 would show that attempt at mediation occurred, but was denied. Paragraph 3 would ask for the excusal of the mediation proceedings due to the attempt made in paragraph 2.

After further discussion, Mr. Dryer motioned to approve the recommended changes. Mr. Ralphs seconded the motion. The motion was passed unanimously.

#### **XIII. INITIAL DISCLOSURES**

This item was not addressed due to lack of time and will be addressed at a future meeting.

#### **XIV. ADJOURN**

There being no further issues, the meeting adjourned at 2:06 p.m.

Next committee is Tuesday, April 3<sup>rd</sup> at 12 PM.

**This is a safeguarded record.**

**Non-public Information –  
Safeguarded Address**

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

Utah Code of Judicial Administration Rule 4-202.02

**Instructions:**

If your case is one of the types listed below and if you want to safeguard your residential address (or that of your child) from the other party, write the address(es) on this form and omit the address(es) from the other documents you file in the case.

File this form with the court, but **do not** serve this form on the other party.

Keep the following residential address(es) private. Do not provide the address(es) to the other party because (Choose all that apply.):

☐ I have a court order or agency order authorizing me to safeguard my address.

☐ this proceeding is about:

- a protective order (Utah Code 78B-7-109).
- a stalking injunction (Utah Code 77-3a-101).
- a parentage order (Utah Code 62A-11-304.4).
- a custody order (Utah Code 78B-13-209).
- a support order (Utah Code 78B-14-312).

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

Name			
Residential Address			
City, State, ZIP			
Reason for safeguarding address	<input type="checkbox"/> court or agency order <input type="checkbox"/> protective order <input type="checkbox"/> stalking injunction	<input type="checkbox"/> parentage order <input type="checkbox"/> custody order <input type="checkbox"/> support order	

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

\_\_\_\_\_ Signature ► \_\_\_\_\_  
 Date Printed Name \_\_\_\_\_

In the [ ] District [ ] Justice Court of Utah

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

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

**Writ of Garnishment and  
Instructions**

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

For more information about writs of garnishment, visit:  
[www.utcourts.gov/resources/forms/garnishment/index.html](http://www.utcourts.gov/resources/forms/garnishment/index.html).

To:

Garnishee's Name \_\_\_\_\_

Address \_\_\_\_\_

1. Utah law requires the judgment creditor to include with this Writ of Garnishment a fee to you. If the fee was not included, sign here and return the forms to the judgment creditor (or their attorney).

Signature ► \_\_\_\_\_

2. A judgment has been entered against the judgment debtor. After calculation of interest, costs and payments, the judgment debtor owes \$ \_\_\_\_\_.

Papers filed with the court show that you may possess or control some of the judgment debtor's property. (All property including money earned, but not yet paid.)

The property is being garnished (seized) in order to pay the judgment. If you are the garnishee (holder of the property), you are required to take certain steps to deliver the property or to hold it and protect it. You may be held liable if you do not do so. Keep for your records a copy of everything that you prepare and everything that is served on you.



3. The person who owes money (judgment debtor) is:

Name	
Address	
Social security number (Last 4 digits only, if known.)	
Driver's license number and state of issuance (Last 4 digits only, if known.)	
Year and month of birth (If known.)	

4. Within 7 business days after this writ is served on you, you must:

- answer the attached Interrogatories;
- serve a copy of your Answers to Interrogatories on the judgment creditor (or their attorney or licensed paralegal practitioner);
- serve a copy of the following papers on the judgment debtor and on any other person shown by your records to have an interest in the property. The papers to be served are:
  - one copy of this Writ of Continuing Garnishment;
  - one copy of your Answers to Interrogatories;
  - one copy of the Notice of Garnishment and Exemptions form; and
  - two copies of the Reply and Request for Hearing form.

5. You may serve the judgment creditor (or their attorney or licensed paralegal practitioner), the judgment debtor and any other person by hand delivery or by first class mail. The address for the judgment creditor (or their attorney or licensed paralegal practitioner) is:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

6. What to do with the property:

- **DO NOT SEND THE PROPERTY TO THE COURT.** You must withhold from the judgment debtor the amount shown in your Answers to Interrogatories. Hold the property for 21 calendar days after you serve the judgment debtor.

- Wait 21 days.
  - If you receive a Reply and Request for Hearing within 21 days, hold the property until you receive further orders from the court directing you how to proceed.
  - If you do not receive a Reply and Request for Hearing within 21 days, deliver the property to the judgment creditor (or their attorney or licensed paralegal practitioner).

7. **If you do not take these steps, the court can order you to pay for the harm caused to the judgment creditor.**

8. You may deliver to the judgment debtor any property greater than you are required to withhold.

9. Multiple Writs of Garnishment for the same judgment debtor may be served on you, but only one Writ of Garnishment may be in effect at one time. You must satisfy the writs in the order they are served. When an earlier Writ of Garnishment expires or is satisfied, you must then satisfy the next writ.

However, a Writ of Continuing Garnishment in favor of the Office of Recovery Services or the Department of Workforce Services takes precedence over other writs and must be satisfied first.

A Writ of Continuing Garnishment in favor of the Office of Recovery Services or the Department of Workforce Services continues until fully satisfied, placing earlier writs on hold. These instructions do not apply to writs or orders entered by other courts or governmental agencies.

	Signature ►	
Date	Printed Name of Clerk of Court	

### Certificate of Service

I certify that I served a copy of this Writ of Garnishment and Instructions on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Other party or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Garnishee or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Person claiming interest in property or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

[ ] In the [ ] District [ ] Justice Court of Utah

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

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

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

Commissioner

For more information about writs of garnishment, go to:  
[www.utcourts.gov/resources/forms/garnishment/index.html](http://www.utcourts.gov/resources/forms/garnishment/index.html).

Address \_\_\_\_\_

- Signature ►

- Page 1 of 5

Papers filed with the court show that you may possess or control some of the judgment debtor's property which may include earnings not yet paid.

The property is being garnished (seized) in order to pay the judgment. If you are the garnishee (holder of the property), you are required to take certain steps to deliver the property or to hold and protect it. **If you do not, the court can order you to pay for the harm caused to the judgment creditor.** You should keep for your records a copy of everything that you prepare and everything that is served on you.

3. The person who owes money (judgment debtor) is:

Name	
Address	
Social security number (Last 4 digits only, if known.)	
Driver's license number and state of issuance (Last 4 digits only, if known.)	
Year and month of birth (If known.)	

4. Within 7 business days after this writ is served on you, you must:
- A. answer the attached Interrogatories;
  - B. serve a copy of your Answers to Interrogatories on the judgment creditor (or their attorney or licensed paralegal practitioner);
  - C. serve a copy of the following papers on the judgment debtor and on any other person shown by your records to have an interest in the property. The papers to be served are:
    - one copy of this Writ of Continuing Garnishment;
    - one copy of your Answers to the Interrogatories;
    - one copy of the Notice of Garnishment and Exemptions form; and
    - two copies of the Reply and Request for Hearing form.
5. You may serve the judgment creditor or their attorney or licensed paralegal practitioner, the judgment debtor and any other person by hand delivery or by first class mail. The address for the judgment creditor or their attorney or licensed paralegal practitioner is:

Name
Address

---

City, State, Zip

---

Phone

---

Email

6. This Writ of Continuing Garnishment is effective for one year after the date it was served on you, or for 120 calendar days if another writ of continuing garnishment is served on you. Within 7 business days after the close of each pay period occurring within the term of continuing garnishment, you must:
- A. answer the attached Interrogatories;
  - B. serve a copy of your Answers to Interrogatories on the judgment creditor (or their attorney or licensed paralegal practitioner); the judgment debtor and on any other person shown by your records to have an interest in the property.
7. What to do with the property.
- DO NOT SEND THE PROPERTY TO THE COURT. You must withhold from the judgment debtor the amount shown in your Answers to Interrogatories. Hold the amount for 21 calendar days after you serve the judgment debtor, but you may pay the debtor the balance of their wages.
  - Once 21 days have passed:
    - If you receive a Reply and Request for Hearing within 21 days, hold the property until you receive further orders from the court directing you how to proceed.
    - If you do not receive a Reply and Request for Hearing within 21 days, deliver the property to the judgment creditor or their attorney or licensed paralegal practitioner.
- If you follow these steps, you are relieved from any liability unless it is shown that your Answers to the Interrogatories are incorrect.
8. **If you do not take these steps, the court may hold you liable for the value of the property you should have withheld.**
9. You may deliver to the judgment debtor any property greater than you are required to withhold.
10. Multiple Writs of Garnishment for the same judgment debtor may be served on you, but only one Writ of Garnishment may be in effect at one time. You must satisfy the writs in the order in which they are served. When an earlier Writ of Garnishment expires or is satisfied, you must then satisfy the next writ.

However, a Writ of Continuing Garnishment in favor of the Office of Recovery Services or the Department of Workforce Services takes precedence over other writs and must be satisfied first.

A Writ of Continuing Garnishment in favor of the Office of Recovery Services or the Department of Workforce Services continues until fully satisfied, placing earlier writs on hold. These instructions do not apply to writs or orders entered by other courts or governmental agencies.

_____	Signature ►	_____
Date	Printed Name of Clerk of Court	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Writ of Continuing Garnishment and Instructions on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Other party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Garnishee)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Person claiming interest in property)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		

Signature ►

Date

Printed Name



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>V.</p> <p>_____ Defendant/Respondent</p>	<p><b>Garnishee's Answers to Interrogatories for Property Other Than Earnings</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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An employer can use the Online Court Assistance Program (OCAP - [www.utcourts.gov/ocap](http://www.utcourts.gov/ocap)) to calculate the amount to be withheld and prepare the Answers to Interrogatories form instead of using this form. Once you have created an OCAP account, login and go to **Garnishment / Answers to Interrogatories**.

Write your answers in the spaces provided. Add additional pages if necessary.

1. Do you possess or control any property in which judgment debtor has an interest? (Property includes real and personal property, including money.)

ANSWER: [ ] Yes [ ] No

If "no," skip the remaining questions, sign this form, and mail it as indicated. If "yes," answer the remaining questions.

2. If you answered "yes" in the previous question, explain in the table below.

Description of property	Nature of judgment debtor's interest in the property	The property is due to the judgment debtor on: (date)	Value of judgment debtor's interest in the property
			\$
			\$
			\$
Total*			\$

(\*Unless you deduct an amount under paragraph 3, this is the amount you must withhold from the judgment debtor. The Writ of Garnishment directs what to do with the property.)

3. You may deduct from the amount to be withheld money owed to you by the judgment debtor or the judgment creditor, if the amount of money owed is not disputed.

ANSWER: Undisputed amount owed to you: \$\_\_\_\_\_ by  
☐ Judgment debtor ☐ Judgment creditor

4. Do you know about any of the judgment debtor's other property or other money owed to judgment debtor?

ANSWER: ☐ Yes ☐ No

5. If yes, please explain in the table below.

ANSWER:

Description of property	
Name and address of person with possession	
Nature and value of judgment debtor's interest	

Description of property	
Name and address of person with possession	
Nature and value of judgment debtor's interest	

Description of property	
Name and address of person with possession	
Nature and value of judgment debtor's interest	

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

\_\_\_\_\_  
 Date

Signature ► \_\_\_\_\_  
 Printed Name \_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and served a copy of this Garnishee's Answers to Interrogatories for Property other than Earnings on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Judgment creditor or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Judgment debtor or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Person claiming interest in property or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Garnishee's Answers to Interrogatories for Earnings</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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An employer who is garnishing earnings can use the Online Court Assistance Program (OCAP - [www.utcourts.gov/ocap/](http://www.utcourts.gov/ocap/)) to calculate the amount to be withheld and prepare the Answers to Interrogatories form for filing instead of using this form. Once you have created an OCAP account, login and go to **Garnishment / Answers to Interrogatories**.

1. Do you employ the judgment debtor?

ANSWER: [ ] Yes [ ] No

If "no," skip the remaining questions, sign this form, and mail it as indicated. If "yes," answer the remaining questions.

2. Are there other Writs of Continuing Garnishment in effect?

ANSWER: [ ] Yes [ ] No

3. If there are other Writs of Continuing Garnishment in effect, when will they expire?

ANSWER: \_\_\_\_\_

4. What is the judgment debtor's pay period?

ANSWER:

☐ Weekly                      ☐ Monthly  
☐ Biweekly                    ☐ Other (Describe): \_\_\_\_\_  
☐ Semi-monthly

5. What is the pay period to which these answers relate?

ANSWER: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ \*

\* The Writ served on you with this form is effective for one year after the date of service, or for 120 days after the date of service of another writ of continuing garnishment. If the days of the garnishment term end before the end date of the pay period, you are not required to withhold money from the debtor. Skip the remaining questions, sign this form, and mail it as indicated. Otherwise calculate the amount to be withheld.

6. Calculate the amount to be withheld from the judgment debtor. (Assume you are calculating this on the last day of the pay period for which these answers apply.)

(a) Gross earnings from all sources payable to the judgment debtor (Including wages, salaries, commissions, bonuses, or earnings from a pension or retirement program. Tips are generally not considered earnings for wage garnishment.)	\$
(b) Deductions required by law	
(b)(i) Federal income tax	\$
(b)(ii) State income tax	\$
(b)(iii) Social security tax (FICA)	\$
(b)(iv) Medicare tax (FICA)	\$
(b)(v) Other amounts required by law to be deducted (Describe reason for deduction.):	\$
(c) Total deductions (Calculate sum of 4(b)(i) through 4(b)(v).)	\$
(d) Disposable earnings (Calculate Line 4(a) minus Line 4(c).)	\$
(e) Calculate:	
(e)(i) 25% of the amount in Line 4(d); or, if this is a judgment for child support, 50% of the amount in Line 4(d)	\$

(e)(ii) The difference between Line 4(d) and the federal minimum hourly wage \$7.25) times 30 times the number of weeks in this pay period For example: (Weekly): Line 4(d) minus \$7.25 X 30 X 1 week) (Biweekly): Line 4(d) minus \$7.25 X 30 X 2 weeks) (Semi-monthly): Line 4(d) minus \$7.25 X 30 X 2.16 weeks) (Monthly): Line 4(d) minus \$7.25 X 30 X 4.33 weeks)	\$
(f) Record the lesser amount from Line 4(e)(i) and Line 4(e)(ii).	\$
(g) Amount of any other garnishment or income withholding order.	\$
(h) Calculate and record Line 4(f) minus Line 4(g)	\$
(i) Amount deducted for an undisputed debt owed to you by the (Check one, both or neither.) [ ] judgment creditor    [ ] judgment debtor	\$
(j) Calculate and record Line 4(h) minus Line 4(i).	\$
(k) What is the balance owed on the judgment? (You may contact the judgment creditor or judgment creditor's attorney to obtain the outstanding balance.)	\$
(l) Record the lesser amount from Line 4(j) and Line 4(k). (This is the amount to be withheld.)	\$

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

### Certificate of Service

I certify that I filed with the court and served a copy of this Garnishee's Answers to Interrogatories for Earnings on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Judgment creditor or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Judgment debtor or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Person claiming interest in property or attorney or licensed paralegal practitioner)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		

Signature ►

Date

Printed Name



## NOTICE OF GARNISHMENT AND EXEMPTIONS

**Please read this carefully.**

**Your property may be taken to pay a creditor.**

**You have a deadline of 14 days in which to object.**

1. A judgment for money has been entered against you, and the creditor has taken steps to garnish (seize) your money or property to pay the judgment.

If you think the creditor has shouldn't be garnishing some of your money or property, you may object to the garnishment by taking the steps described below.

You may not use these steps to challenge why the judgment was entered against you. If you think the judgment should not have been entered against you, possible options include:

- an appeal. See the court's Appeals page for more information about the process and forms: [www.utcourts.gov/howto/appeals/](http://www.utcourts.gov/howto/appeals/)
- a Motion to Set Aside Judgment (Utah Rule of Civil Procedure 60(b)). See the court's Motion to Set Aside Judgment page for more information about the process and forms: [www.utcourts.gov/howto/judgment/set\\_aside/](http://www.utcourts.gov/howto/judgment/set_aside/).

Neither of these options stops the execution of the judgment.

2. If you are the judgment debtor (the person who owes money) in this case, your rights may be affected. Read this notice and take steps to protect your rights.
3. If you are not the judgment debtor in this action, you may have an interest in the judgment debtor's property and your rights may be affected. Read this notice and take steps to protect your rights.
4. The court has ordered the garnishee (someone who possesses your property) to hold your money or property. This means that you cannot get the property and it may be used to pay a judgment creditor.
5. Some property and money can't be taken and are "exempt" from execution.

This is a **partial** list of exempt property and money. Some of these exemptions might not apply to judgments for alimony or child support.

- Declaration of Homestead. (The Declaration must be filed with the county recorder before the auction of the property. (Utah Code 78B-5-504.))
- A burial plot for you and your family.
- Health aids.
- Benefits because of disability, illness or unemployment.
- Medical care benefits.

- Veteran's benefits.
  - Money or property for child support, alimony or separate maintenance.
  - Social security benefits.
  - Supplemental security income benefits (SSI).
  - Workers' compensation benefits.
  - Certain retirement benefits.
  - Public assistance.
  - Certain furnishings, appliances, carpets, animals, books, musical instruments, works of art and heirlooms.
  - Provisions for 12 months.
  - Wearing apparel, not including jewelry or furs.
  - Beds and bedding.
  - Certain works of art.
  - Compensatory damages from bodily injury or wrongful death.
  - The proceeds of certain life insurance contracts and trusts.
  - Certain books, implements and tools of a trade.
  - A personal motor vehicle up to a specified amount.
  - A motor vehicle used in trade or business.
  - Part of your wages.
  - Property of a person who did not have a judgment entered against him or her, such as the co-owner of the property being held.
6. See the Utah Exemptions Act (Utah Code Title 78B, Chapter 5, Part 5) for more information about exemptions. There is no exemption solely because you are having trouble paying your debts.
7. If you believe:
- the Writ of Garnishment was not issued correctly,
  - the Answers to Interrogatories are wrong,
  - the judgment creditor owes you money, or
  - you are entitled to an exemption,

**do the following immediately.** You have a deadline of **14 business days** from the date the garnishee mailed or delivered this notice to you.

- Complete the attached Reply and Request for Hearing form.
- Sign your name in the space provided.
- Mail or deliver the form to: the court clerk, the judgment creditor, (or their attorney) and the garnishee. Keep a copy for your records. The name and address of the court, and the garnishee are on the first page of the Writ of Garnishment. The address for the judgment creditor (or their attorney) is:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

8. The court will schedule a hearing and notify you. You should file with the Reply and Request for Hearing form any documents that help you prove your claim, or bring them to the hearing.
9. If you do not take these steps, the property being held may be used to pay a judgment creditor.
10. You may talk to an attorney and have the attorney represent you at the hearing. See the court's Finding Legal Help page for information about free and low cost ways to get the help of an attorney: [www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/).

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah  
\_\_\_\_\_ Judicial District \_\_\_\_\_ County

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

<p>_____ Plaintiff/Petitioner</p> <p>V.</p> <p>_____ Defendant/Respondent</p>	<p><b>Reply and Request for Hearing</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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1. I have read the Notice of Garnishment and Exemptions form. I understand that I cannot use this form to challenge why the judgment was entered against me. I believe that the creditor has improperly garnished some of my money or property to pay the judgment.
2. The garnished property is:  
☐ Funds in an account  
☐ Wages  
☐ Other property

3. ☐ The Writ of Garnishment was not issued correctly because:

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4. ☐ The Answers to Interrogatories are wrong because:

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5. ☐ All [or this part: \$\_\_\_\_\_] of the property is exempt because it is:

- ☐ Benefits because of disability, illness or unemployment.
- ☐ Medical care benefits.
- ☐ Veteran's benefits.
- ☐ Social security benefits.
- ☐ Supplemental security income benefits (SSI).
- ☐ Workers' compensation benefits.
- ☐ Retirement benefits.
- ☐ Public assistance.
- ☐ Money for child support, alimony or separate maintenance.
- ☐ Compensatory damages from bodily injury or wrongful death.
- ☐ The proceeds of a life insurance contract or trust.
- ☐ Exempt wages.
- ☐ Owned by another person.
- ☐ Other. Explain:

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6. ☐ The judgment creditor owes me money because:

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7.     [   ] I claim ownership of all or part of the money or property taken. I am not one of the persons against whom a judgment was entered. (Explain.)

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8.     I request a hearing.

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

	Signature ►	
Date	Printed Name	

### Certificate of Service

I certify that I filed with the court and served a copy of this Reply and Request for Hearing on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Motion to Enforce Writ of  
Garnishment** (rather than order to show  
cause)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

Attach:

- Certificate of Service showing service upon the garnishee of the Writ of Garnishment
- Order to Garnishee to Show Cause

1. I am the judgment creditor, and I have had the Writ of Garnishment served on  
\_\_\_\_\_ (name),  
the garnishee.



2. The deadline to comply with the Writ of Garnishment was \_\_\_\_\_ (date), which has passed. The garnishee has not complied with the Writ of Garnishment by failing to:

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3. I have tried to settle the issue without further court action. I have in good faith discussed or attempted to discuss the issue with the garnishee.
4. I request that the court order the garnishee to show cause why they should not be held in contempt and for other appropriate relief, including the cost of this motion.

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

_____	Signature ►	_____
Date	Printed Name	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Motion Enforce Writ of Garnishment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

In the [ ] District [ ] Justice Court of Utah

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

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

	<b>Order to Garnishee to Show Cause</b>
Plaintiff/Petitioner	Case Number
v.	Judge
Defendant/Respondent	Commissioner (domestic cases)

The State of Utah to \_\_\_\_\_, garnishee:

1. It appears from court records that you were served with a Writ of Garnishment and ordered to complete interrogatories.
2. A motion has been filed requesting that you show cause why you should not be held in contempt for failing to comply with the Writ. The moving party claims:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. It is contempt of court to disobey a lawful court order. You can be punished:
  - up to \$1000 in fines and up to 30 days in jail (district court), or
  - up to \$500 and up to 5 days in jail (justice court).
  - The court can also order you to pay for the harm caused to the judgment creditor.
4. The court has scheduled a hearing on the Motion for Order to Show Cause at the above court at the following date and time. You must appear to explain why you did not comply with the Writ of Garnishment. You should bring with you all relevant evidence and witnesses. You may be represented by a lawyer. **If you fail to appear, an order may be entered against you.**

Courthouse Address (Spanish): \_\_\_\_\_

Date (Fecha): \_\_\_\_\_ Time (Hora): \_\_\_\_\_ [ ] a.m. [ ] p.m.

Room (Sala): \_\_\_\_\_

Judge or Commissioner (Juez or Comisionado): \_\_\_\_\_

**Attendance**

You must attend. If you do not attend, you might be held in contempt of court and the relief requested might be granted. You have the right to be represented by a lawyer.

**Evidence**

Bring with you any evidence that you want the court to consider.

**Interpretation**

If you do not speak or understand English, the court will provide an interpreter. Contact court staff immediately to ask for an interpreter.

**ADA Accommodation**

If you need an accommodation, including an ASL interpreter, contact court staff immediately to ask for an accommodation.

**Finding help**

The court's Finding Legal Help web page ([www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/)) provides information about the ways you can get legal help, including the Self-Help Center, reduced-fee attorneys, limited legal help and free legal clinics.

**Asistencia**

Presentarse es obligatorio. Si usted no llegara a presentarse, se lo podría encontrar en desacato de las órdenes del juez y la reparación solicitada podría ser otorgada. Usted tiene el derecho de que lo represente un abogado.

**Pruebas**

Traiga con usted cualquier prueba que quiera que el tribunal tome en cuenta.

**Interpretación**

Si usted no habla ni entiende el Inglés contacte al Representante de Servicios Judiciales por lo menos 3 días antes de la audiencia y le proveerán un intérprete.

**Atención en caso de incapacidades**

Si usted tiene una incapacidad por la cual requiere atención especial, favor de contactar al Representante de los Servicios Judiciales por lo menos 3 días antes de la audiencia.

**Finding help**

Si usted tiene una incapacidad por la cual requiere atención especial, favor de contactar al Representante de los Servicios Judiciales por lo menos 3 días antes de la audiencia.

A <language> version of this document is available on the court's website:  
[www.utcourts.gov](http://www.utcourts.gov)

(in as many of the languages as we provide)

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

_____	Signature ►	_____
Date	Judge	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Order to Garnishee to Show Cause on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

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

In the ☐ District ☐ Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Ex Parte Motion for Hearing to Identify Judgment Debtor's Property</b> (Utah Rule of Civil Procedure 64(c))</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

1. On \_\_\_\_\_ (date) judgment in the amount of \$ \_\_\_\_\_ was entered against ☐ plaintiff/petitioner ☐ defendant/respondent, who is the judgment debtor.
2. The judgment debtor has not fully satisfied this judgment.
3. I do not have enough information about the debtor's property to fully collect the judgment.

4. I ask the court to schedule a hearing and order the debtor to attend and answer under oath questions about the debtor's property and to bring to the hearing all records about employment, bank accounts, vehicles, real property, business entities and any other property in which the debtor has an interest. (Utah Rule of Civil Procedure 64(c)(2)).
5. I will serve the Answers to Questions About Judgment Debtor's Property form with the order scheduling the hearing. If the debtor serves Answers to Questions About Judgment Debtor's Property form on me at least 3 business days before the hearing, and if I am satisfied that the debtor has answered the questions fully and truthfully, I will cancel the hearing and notify the debtor of the cancellation.
6. I ask the court to order the judgment debtor not to sell, transfer or dispose of the debtor's non-exempt property. (Utah Rule of Civil Procedure 64(c)(3)).

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

	Signature ►	
Date	Printed Name	



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Order for Debtor to Attend Hearing to Identify Judgment Debtor's Property</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

Having considered the Motion for Hearing to Identify Judgment Debtor's Property filed with the court and being fully informed,

**The court finds:**

1. On \_\_\_\_\_ (date) a judgment in the amount of \$\_\_\_\_\_ was entered against [ ] Plaintiff/Petitioner [ ] Defendant/Respondent, who is the judgment debtor.
2. The judgment debtor has not fully satisfied this judgment.
3. The judgment creditor does not have enough information about the judgment debtor's property to fully collect the judgment.

4. The Answers to Questions About Judgment Debtor's Property form is likely to gather the information needed to collect the judgment.

**Judgment debtor take notice:**

The court has scheduled a hearing at the following date and time.

Date: \_\_\_\_\_ Time: \_\_\_\_\_ [ ] a.m. [ ] p.m.  
Room: \_\_\_\_\_ Judge: \_\_\_\_\_

5. You must attend the hearing and answer under oath questions about your property. You must bring with you all records concerning your employment, bank accounts, vehicles, real property, business entities and any other property in which you have an interest. You may be represented at the hearing by a lawyer.
6. If you do not attend the hearing, you might be held in contempt of court and a warrant might be issued for your arrest.
7. If you do not speak or understand English, contact the court at least 3 days before the hearing, and an interpreter will be provided.
8. If you have a disability requiring accommodation, including an ASL interpreter, contact the court at least 3 days before the hearing.
9. If you serve the judgment creditor with the attached Answers to Questions About Judgment Debtor's Property at least 3 business days before the hearing, and if the creditor is satisfied that you have answered the questions fully and truthfully, the creditor shall cancel the hearing and notify you and the court. Otherwise, you and the creditor must attend the hearing.
10. You must not sell, transfer or dispose of any non-exempt property. (For a list of exempt property, see Utah Exemptions Act, Utah Code 78B-5-501 through -513.)

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 served a copy of this Order for Debtor to Attend Hearing to Identify Judgment Debtor's Property on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Other party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Garnishee)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
(Person claiming interest in property)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Answers to Questions About  
Judgment Debtor's Property**

(Utah Rule of Civil Procedure 64)

**Do not file this form with the court**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

**Instructions to the Debtor:**

- The court has scheduled a hearing at which you must appear and answer under oath questions about your property. If you fail to appear, you might be held in contempt of court and the court might enter a warrant for your arrest.
- If you answer the following questions in writing and serve the completed answers on the judgment creditor at least 3 business days before the hearing, the creditor might cancel the hearing and notify you.

- The hearing is canceled only if the creditor is satisfied that you have answered the questions fully and truthfully and notifies you that you do not have to appear. Otherwise, you must appear at the hearing.
- Answer the following questions in writing and serve the completed form on the creditor.
- Do not file the form with the court. File only the Certificate of Service with the court.
- Attach additional pages to complete paragraphs that don't have enough space. Write the paragraph number on the additional page.

## 1. Identifying information

My full name			
Address city, state, zip			
Phone number		Date of birth	
Social security number		Driver's license number	

## 2. Income from employment

☐ I am employed. (List all employers.)

Name of employer (legal name and doing business as (dba))	Address of employer
Name of person issuing paycheck	Phone number of person issuing paycheck
Gross salary (before taxes and deductions) \$_____ <input type="checkbox"/> Hourly <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-weekly <input type="checkbox"/> Semi-monthly <input type="checkbox"/> Monthly	

Name of Employer (legal name and doing business as (dba))	Address of employer
Name of person issuing paycheck	Phone number of person issuing paycheck

Gross salary (before taxes and deductions) \$\_\_\_\_\_

☐ Hourly ☐ Weekly ☐ Bi-weekly ☐ Semi-monthly ☐ Monthly

☐ I am self-employed.

Business name (legal name and doing business as (dba))

Business address

Name of person issuing paycheck

Phone number of person issuing paycheck

Gross salary (before taxes and deductions) \$\_\_\_\_\_

☐ Hourly ☐ Weekly ☐ Bi-weekly ☐ Semi-monthly ☐ Monthly

☐ I am unemployed.

### 3. Other income

I have the following income other than salary and wages. (Include periodic payments of non-exempt money, such as rental income, trust payments, etc.)

Describe	Annual amount	Source
	\$	
	\$	

### 4. Financial assets

I have an ownership interest in the following financial assets.

Asset	Holder (Name & address)	Co-owner (Name & address)	Current value
Bank, credit union or savings and loan account Account number: _____			\$

Asset	Holder (Name & address)	Co-owner (Name & address)	Current value
Bank, credit union or savings and loan account Account number: _____			\$
Stocks, bonds, securities, money market fund Account number: _____			\$
Stocks, bonds, securities, money market fund Account number: _____			\$
Profit sharing plan Account number: _____			\$
Profit sharing plan Account number: _____			\$
Money owed to me			\$
Cash			\$
Other (Describe.)			\$
Other (Describe.)			\$

## 5. Business interests

I have an ownership interest in the following businesses.

Name (legal name and doing business as (dba))	Federal Employer Identification Number (FEIN)
Address of main office	Mailing address, if different
Kind of business (Check one.): <input type="checkbox"/> Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Other (describe)	

Name (legal name and doing business as (dba))	Federal Employer Identification Number (FEIN)
Address of main office	Mailing address, if different
Kind of business (Check one.): <input type="checkbox"/> Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Other (describe)	

## 6. Real property

I have an ownership interest in the following real property. (Include your home, vacation home and investment property.)

Property	Mortgage or lien holder (Name & address)	Co-owner (Name & address)	Current value	Amount owed
Home (Address)			\$	\$
Other real property (Address)			\$	\$
Other real property (Address)			\$	\$



## 7. Personal property

I have an ownership interest in the following property. (Includes vehicles, boats, trailers, equipment, etc.)

Property	Lien holder (Name & address)	Co-owner (Name & address)	Current value	Amount owed
Vehicle (Year, make, model, license number)			\$	\$
Vehicle (Year, make, model, license number)			\$	\$
Other (Describe)			\$	\$
Other (Describe)			\$	\$

## 8. Other property

I have an ownership interest in the following property not identified above. (List any non-exempt property not identified above. For a list of exempt property, see Utah Exemptions Act, Utah Code 75B-5-501 to 513).

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

Date \_\_\_\_\_ Signature ► \_\_\_\_\_  
Printed name \_\_\_\_\_

**Notice to the Debtor:**

If you serve me (the creditor) with the completed answers at least 3 business days before the hearing and if I am satisfied that you have answered the questions fully and truthfully, I will notify you and the court to cancel the hearing. Otherwise, you must appear at the hearing.

**Instructions to the Debtor:**

Do not send the completed Answers to Questions About the Judgment Debtor's Property to the court. Send them and a copy of the Certificate of Service to:

Creditor (or Attorney or Licensed  
Paralegal Practitioner) Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

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

File with the court a copy of the Certificate of Service on the next page showing when and how you served the completed Answers to Questions About the Judgment Debtor's Property on the creditor.

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Certificate of Service of Answers to Questions About Judgment Debtor's Property</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

I certify that I served a copy of the completed Answers to Questions About Judgment Debtor's Property on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		

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

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

Printed name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Motion for**  
**☐ Order to Show Cause**  
**☐ Bench Warrant**  
(Utah Code 78B-6-303)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

1. I am the judgment creditor.
2. I have had the following served on the debtor:
  - ☐ Order Scheduling Hearing to Identify Judgment Debtor's Property
  - ☐ Order to Show Cause
  - ☐ Bench Warrant with bail set at \$ \_\_\_\_\_

3. Proof of Service is ☐ attached ☐ already on file with the court.
4. The debtor was ordered to attend a hearing on \_\_\_\_\_  
(date) at \_\_\_\_\_ (time) to answer questions under oath about their  
property. The debtor did not attend the hearing. The date and time for the  
hearing have passed.
5. The debtor has not served me with satisfactory Answers to Questions About  
Judgment Debtor's Property. I have not been notified that the debtor's  
attendance at the hearing was excused.
6. Therefore, I ask the court to issue:  
☐ an Order to Show Cause why the debtor should not be held in contempt;  
☐ a Bench Warrant, and that bail be set at \$ \_\_\_\_\_. If the debtor fails  
to appear at the hearing scheduled in the Bench Warrant, I request that any  
bail posted, up to the amount of the judgment, be forfeited to me in full or  
partial satisfaction of the judgment.

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

Date \_\_\_\_\_ Signature ► \_\_\_\_\_  
Printed name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Bench Warrant</b> (Utah Code 78B-6-303)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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The State of Utah to any peace officer in the State of Utah:

1. On \_\_\_\_\_ (date),  
\_\_\_\_\_ (name) failed  
to attend a hearing in violation of a court order.
2. You are therefore commanded to arrest the above-named person and bring them  
before this court, or, if court has adjourned, to deliver them to the Sheriff of this  
county until the court is next in session.

3. Bail is set at \$ \_\_\_\_\_ cash.
4. This warrant is returnable and the above-named person is ordered to attend a hearing at this courthouse on the following date and time:
- Date: \_\_\_\_\_ Time: \_\_\_\_\_ [ ] a.m. [ ] p.m.
- Room: \_\_\_\_\_ Judge: \_\_\_\_\_
5. The above-named person is ordered to attend the hearing and to answer under oath questions about their property.
6. The above-named person is ordered to bring all records concerning employment, bank accounts, vehicles, real property, business entities and any other property in which they have an interest.
7. Bail will be held in trust to secure the person's attendance. Upon the approval of the person or order of this court, bail may be forfeited to the judgment creditor in full or partial satisfaction of the judgment.

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

	Signature ►	
Date	Judge	

**I promise to attend the hearing.**

	Signature ►	
Date	Debtor's printed name	

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Order to Show Cause</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
---	---

The State of Utah to \_\_\_\_\_, (name of judgment debtor):

1. It appears from court records that you were served with an order to attend a hearing at this courthouse on \_\_\_\_\_ (date) at \_\_\_\_\_ (time) to answer questions under oath about your property.
2. You did not attend the hearing. You did not file satisfactory Answers to Questions about Judgment Debtor's Property with the creditor, and the creditor did not notify you that the hearing was cancelled.
3. Disobeying a lawful court order is contempt of court. (Utah Code 78B-6-301). You may be held liable for costs, and you may be punished by up to:
  - a \$500 fine or up to 5 days in jail, or both. (Justice Court)
  - a \$1,000 fine or up to 30 days in jail, or both. (District Court)



4. Therefore, this court orders:

- you to personally attend a hearing at this courthouse at the following date and time to explain (“show cause”) why you should not be punished for contempt of court and to answer questions about your property; and that
- you to bring with you all records concerning your employment, bank accounts, vehicles, real property, business entities and any other property in which you have an interest.

5. The hearing is scheduled for:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ [ ] a.m. [ ] p.m.

Room: \_\_\_\_\_ Judge: \_\_\_\_\_

6. If you do not attend the hearing, the court may issue a warrant for your arrest.

7. You may be represented by a lawyer.

8. If you do not speak or understand English, contact the court at least 3 days before the hearing, and an interpreter will be provided.

9. If you have a disability requiring accommodation, including an ASL interpreter, contact the court at least 3 days before the hearing.

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

\_\_\_\_\_  
Date

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

**I promise to attend the hearing.**

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_  
Debtor’s printed name \_\_\_\_\_

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____</p> <p>Plaintiff/Petitioner</p> <p>v.</p> <p>_____</p> <p>Defendant/Respondent</p>	<p><b>Abstract of Judgment</b> (Utah Rule of Civil Procedure 58A; Utah Code 78B-5-201 and 202)</p> <p>_____</p> <p>Case Number</p> <p>_____</p> <p>Judge</p> <p>_____</p> <p>Commissioner (domestic cases)</p>
---	--

1. On \_\_\_\_\_ (date) a judgment was entered by the above court in favor of \_\_\_\_\_ (name) and against \_\_\_\_\_ (name) in the amount of:

\$	Principal
\$	Accrued interest to date of judgment
\$	Accrued costs to date of judgment
\$	Attorney fees
\$	Total Judgment

with interest on the total judgment at \_\_\_\_\_ % per year as provided by law from the date of the judgment until paid, plus costs to collect judgment.

2. The judgment was recorded in the registry of judgments on \_\_\_\_\_ (date).
3. The time for appeal has passed and no appeal has been filed.
4. The judgment:  
[ ] has not been stayed.

[ ] has been stayed until \_\_\_\_\_ (date).

5. A copy of the judgment is attached.

This is a correct abstract of the judgment rendered in this court, and is issued under the seal of this court.

_____	Clerk's Signature ►	_____
Date	Clerk's Printed Name	_____

**Certificate of Service**

I certify that I filed with the court and served a copy of this Abstract of Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

## Judgment Information Statement

(Utah Code 78B-5-201.) (This document is not filed with the court. It is filed with the county recorder.)

My name is \_\_\_\_\_ and I am  
the judgment creditor in the following court case:

Case name (Example: Party v. Party)	
Case number	
Court name and county (Example: Third District Court, Tooele County)	

I provide the following information in compliance with Utah Code Section 78B-5-201.

1. The correct name of the judgment debtor is  
\_\_\_\_\_.
2. The correct last known address of the judgment debtor is:  
\_\_\_\_\_.
3. The address at which the judgment debtor received service of process is:  
\_\_\_\_\_.
4. The judgment debtor is (choose one):  
[ ] a natural person, and (if known)

Last four digits of Social Security Number	
Date of birth	
Driver license number	

[ ] is not a natural person (For example, a business.).

5. The name of the judgment creditor is: \_\_\_\_\_.
6. The amount of the judgment is: \$ \_\_\_\_\_.

7. The judgment was entered on: \_\_\_\_\_ (date).
8. The judgment (Choose one.):  
[ ] has been stayed and the stay expires on \_\_\_\_\_ (date).  
[ ] has not been stayed.
9. The judgment creditor has reviewed their records, the records of their attorney (if there is one), and the records of the court in which the judgment was entered. Any information required by law but not provided by this statement is unknown and unavailable. (Utah Code 78B-5-201.)

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_  
Printed Name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
☐ Purchaser/Assignee of the Judgment  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Attorney (Utah Bar #: \_\_\_\_\_)  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Motion to Renew Judgment and Supporting Affidavit</b> (Utah Code 78B-6-1801 et seq.)</p> <p><b><input type="checkbox"/> Hearing Requested</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	---

1. I request the court renew the judgment in this case for the amount due. I ask the renewal be effective on the date the new judgment is signed or the date the original judgment expires, whichever is earlier.
2. On \_\_\_\_\_ (date) this court entered judgment against  
☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
in this case. The judgment expires on \_\_\_\_\_ (date).

3. (Choose one.)
- ☐ I am the original judgment creditor.
- ☐ I currently own the judgment, but I am not the original judgment creditor. I have attached proof that I own the judgment. (Attach proof of ownership, such as an assignment or proof of purchase or affidavit of the original judgment creditor.)

4. The judgment debtor owes:

Amount of judgment (Original or as last renewed by motion, whichever is later.)	\$
Post-judgment interest to the date of this affidavit at _____% per year	\$
Fee to file applications for writs of garnishment or writs of execution (Attach receipts.)	\$
Garnishees' fees (Attach receipts.)	\$
Cost to serve writs (Attach receipts.)	\$
Attorney fees (Attach statute or contract showing right to claim attorney fees.)	\$
Fee to file Motion to Renew Judgment (One-half the fee for a civil claim of the same amount.)	\$
Subtotal	\$
Less payments made	\$
Total amount due	\$

5. The statute of limitations on the judgment has not expired.
6. ☐ The judgment debtor has stipulated to this motion. (Attach stipulation.)
7. ☐ I request a hearing.
- ☐ I do not request a hearing.



\_\_\_\_\_  
Date  
Signature ► \_\_\_\_\_  
Printed Name \_\_\_\_\_

On this date, I certify that \_\_\_\_\_ (name)  
who is known to me or who presented satisfactory identification, in the form of  
\_\_\_\_\_ (form of identification), has, while in my  
presence and while under oath or affirmation, voluntarily signed this document and declared that it is true.

\_\_\_\_\_  
Date  
Signature ► \_\_\_\_\_  
Printed name (Court Clerk or Notary Public) \_\_\_\_\_

Notary Seal

### Notice to responding party

You have a limited amount of time to respond to this motion. In most cases, you must file a written response with the court and provide a copy to the other party:

- within 14 days of this motion being filed, if the motion is considered by a judge, or
- at least 14 days before the hearing, if the motion is considered by a commissioner.

In some situations a statute or court order may specify a different deadline.

If you do not respond to this motion or attend the hearing, the person who filed the motion may get what they requested.

See the court's Motions page for more information about the motions process, deadlines and forms:  
[www.utcourts.gov/howto/filing/motions/index.html](http://www.utcourts.gov/howto/filing/motions/index.html)

### Finding help

The court's Finding Legal Help web page

[The Spanish text is meant to be an example only.  
It is not yet a translation of the English text]

### Casos de Desalojo

En la mayor parte de las demandas civiles, la persona tiene 21 días para responder a la demanda o petición. Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos. Casos de Desalojo y reclamos menores, por ejemplo, tienen período de tiempo distinto.

Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos. Casos de Desalojo y reclamos menores, por ejemplo, tienen período de tiempo distinto.

### Reclamos menores

En la mayor parte de las demandas

([www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/)) provides information about the ways you can get legal help, including the Self-Help Center, reduced-fee attorneys, limited legal help and free legal clinics.

civiles, la persona tiene 21 días para responder a la demanda o petición. Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos. Casos de Desalojo y reclamos menores, por ejemplo, tienen período de tiempo distinto.

### Certificate of Service

I certify that I filed with the court and served a copy of this Motion to Renew Judgment and Supporting Affidavit on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

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

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Memorandum Opposing Motion to Renew Judgment</b></p> <p><input type="checkbox"/> <b>Hearing Requested</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	---

I say the following about the Motion to Renew Judgment and Supporting Affidavit:

1. I ☐ agree ☐ disagree with paragraph 1.
2. I ☐ agree ☐ disagree with paragraph 2.
3. I ☐ agree ☐ disagree with paragraph 3.
4. I ☐ agree with paragraph 4.  
☐ disagree with paragraph 4. The amount I owe is:

Amount of judgment (Original or as last renewed by motion, whichever is later.)	\$
Post-judgment interest to the date of this affidavit at _____% per year	\$
Fee to file applications for writs of garnishment or writs of execution. (Attach receipts.)	\$
Garnishees' fees (Attach receipts.)	\$
Cost to serve writs (Attach receipts.)	\$
Attorney fees (Attach statute or contract showing right to claim attorney fees.)	\$
Fee to file Motion to Renew Judgment (One-half the fee for a civil claim of the same amount.)	\$
Subtotal	\$
Less payments made	\$
Total amount due	\$

5. I ☐ agree ☐ disagree with paragraph 5.

6. I ☐ agree ☐ disagree with Paragraph 6.

7. I also say:

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8. ☐ I request a hearing.

☐ I do not request a hearing.

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

### Certificate of Service

I certify that I filed with the court and served a copy of this Memorandum Opposing Motion to Renew Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
☐ Purchaser/Assignee of the Judgment  
☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney ☐ Purchaser/Assignee's (Utah Bar #: \_\_\_\_\_)  
☐ Plaintiff/Petitioner's Licensed Paralegal Practitioner ☐ Defendant/Respondent's Licensed Paralegal Practitioner ☐ Purchaser/Assignee's (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Notice of Amount Due on Renewed Judgment**

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

\_\_\_\_\_  
Judge

1. The Motion to Renew Judgment was filed on \_\_\_\_\_ (date), and the court has granted that motion.
2. Because transactions occurring since that date and the accumulation of interest since that date, the amount due has changed.

**3.**

If the effective date of the Order on Motion to Renew Judgment is:

The amount due should be:

\$

_____	_____
_____	\$ _____
_____	\$ _____
_____	\$ _____

[Nathanael proposes calculating the daily interest so the judge can do the math and people don't have to guess]

Total amount due:

Post-judgment interest rate:

Daily interest:

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

_____	Signature ►	_____
Date	Creditor, Attorney, or Licensed Paralegal Practitioner	_____
_____	Signature ►	_____
Date	Debtor, Attorney, or Licensed Paralegal Practitioner	_____



### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Amount Due on Renewed Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
☐ Purchaser/Assignee of the Judgment  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Attorney (Utah Bar #: \_\_\_\_\_)  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Notice of Amount Due on Renewed Judgment**

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

\_\_\_\_\_  
Judge

1. The Motion to Renew Judgment was filed on \_\_\_\_\_ (date), and the court has granted that motion.
2. Because transactions occurring since that date and the accumulation of interest since that date, the amount due has changed.
3. The amount now due is:

If the effective date of the Order on Motion  
to Renew Judgment is:

The amount due should be:

\$

_____	_____
_____	\$ _____
_____	\$ _____
_____	\$ _____

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

_____	Signature ► _____
Date	
Creditor, Attorney, or Licensed Paralegal Practitioner	_____

_____	Signature ► _____
Date	
Debtor, Attorney, or Licensed Paralegal Practitioner	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Amount Due on Renewed Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		
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Signature ►

Date

Printed Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Findings of Fact and Conclusions of  
Law and Order on Motion to Renew  
Judgment**

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

\_\_\_\_\_  
Judge

The matter before the court is the judgment creditor's Motion to Renew Judgment. This matter is being resolved by: (Choose all that apply.)

- ☐ The default of ☐ Plaintiff/Petitioner ☐ Defendant/Respondent.  
☐ The stipulation of the parties.  
☐ The pleadings and other papers of the parties.  
☐ A hearing held on \_\_\_\_\_ (date), notice of which was served on all parties.

Plaintiff/Petitioner

- ☐ was present ☐ was not present.  
☐ was represented by \_\_\_\_\_ (name).  
☐ was not represented.

Defendant/Respondent

- ☐ was present ☐ was not present.

☐ was represented by \_\_\_\_\_ (name).

☐ was not represented.

Other party (Describe) \_\_\_\_\_

☐ was present ☐ was not present.

☐ was represented by \_\_\_\_\_ (name).

☐ was not represented.

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

**The court finds:**

1. This court ☐ did ☐ did not enter a judgment in this case.
2. The Motion to Renew Judgment ☐ was ☐ was not filed before the statute of limitations on the judgment expired.
3. The Motion to Renew Judgment ☐ was ☐ was not properly served.
4. ☐ The judgment in this case has been purchased by or assigned to \_\_\_\_\_ (name).
5. The amount due on the judgment is \$\_\_\_\_\_.

**The court concludes:**

6. The judgment creditor ☐ has ☐ has not satisfied the requirements for renewing a judgment by motion.

**The court orders:**

7. The Motion to Renew Judgment is ☐ granted ☐ denied.

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

\_\_\_\_\_  
Date

Signature ►

\_\_\_\_\_  
Judge

Approved as to form.

_____	Signature ►	_____
Date	Plaintiff/Petitioner, Attorney, or Licensed Paralegal Practitioner	_____

_____	Signature ►	_____
Date	Defendant/Respondent, Attorney, or Licensed Paralegal Practitioner	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Findings of Fact and Conclusions of Law and Order on Motion to Renew Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

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

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

_____ Plaintiff/Petitioner	<b>Judgment on Motion to Renew Judgment</b>
v.	_____ Case Number
_____ Defendant/Respondent	_____ Judge

The matter before the court is the judgment creditor's Motion to Renew Judgment.

**The court orders:**

- ☐ The clerk of the court shall renew the judgment in this case to show the amount of \$\_\_\_\_\_ due and effective on:  
☐ the date of my signature.  
☐ the date the old judgment expired, which is \_\_\_\_\_.
- The judgment shall bear post-judgment interest at:  
☐ the rate agreed to in the contract, \_\_\_\_\_ percent.  
☐ the statutory rate for judgments entered during this year, \_\_\_\_\_ percent.

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

_____	Signature ►	_____
Date	Judge	_____

Approved as to form.

_____	Signature ►	_____
Date	Plaintiff/Petitioner, Attorney, or Licensed Paralegal Practitioner	_____

_____	Signature ►	_____
Date	Defendant/Respondent, Attorney, or Licensed Paralegal Practitioner	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Findings of Fact and Conclusions of Law **and Order** on Motion to Renew Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent  
☐ Purchaser/Assignee of the Judgment  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Attorney (Utah Bar #: \_\_\_\_\_)  
☐ Plaintiff/Petitioner's ☐ Defendant/Respondent's ☐ Purchaser/Assignee's  
Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Notice of Renewed Judgment</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	--

**Please take notice that** the court has entered the attached judgment.

You may appeal this judgment by filing a Notice of Appeal with this court within 30 days after the date the judgment was entered.

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Renewed Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature ►

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent

☐ Purchaser/Assignee of the Judgment

☐ Plaintiff/Petitioner's  
Attorney

☐ Defendant/Respondent's

☐ Purchaser/Assignee's  
(Utah Bar #:\_\_\_\_\_)

☐ Plaintiff/Petitioner's  
Licensed Paralegal Practitioner

☐ Defendant/Respondent's

☐ Purchaser/Assignee's  
(Utah Bar #:\_\_\_\_\_)

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Acknowledgement of Satisfaction of  
Judgment**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

1. A judge of this court signed the judgment in this case on \_\_\_\_\_  
(date).

2. (Choose one.)

☐ I am the original judgment creditor.

☐ I currently own the judgment, but I am not the original judgment creditor. I  
have attached proof that I own the judgment. (Attach proof of ownership, such as  
an assignment or proof of purchase or affidavit of the original judgment creditor.)

3. The judgment has been fully satisfied.
4. This acknowledgement discharges the entire judgment.
5. This acknowledgement releases all of the judgment debtors.

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

_____	Signature ►	_____
Date	Printed Name	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Acknowledgement of Satisfaction of Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

<p>_____</p> <p>Plaintiff/Petitioner</p> <p>v.</p> <p>_____</p> <p>Defendant/Respondent</p>	<p><b>Debtor's Motion to Declare the Judgment Satisfied</b></p> <p><input type="checkbox"/> <b>Hearing Requested</b></p> <p>_____</p> <p>Case Number</p> <p>_____</p> <p>Judge</p>
---	--

1. A judge of this court signed the judgment in this case on \_\_\_\_\_ (date).
2. I am the judgment debtor, and I have paid the judgment in full, but the owner/creditor has not filed an Acknowledgement of Satisfaction.
3. The judgment is currently owned by \_\_\_\_\_ (name of creditor/owner/purchaser/assignee).
4. I have attached the following documents showing that I have fully paid the judgment (Choose all that apply.):

☐ supporting statement by \_\_\_\_\_ (name)

☐ receipts

☐ canceled checks (Mark out account number and routing number.)

☐ other \_\_\_\_\_

5. ☐ I request a hearing.

☐ I do not request a hearing.

6. The judgment has been fully satisfied, and I request the court enter an order declaring the judgment in this case is satisfied.

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

### Notice to responding party

You have a limited amount of time to respond to this motion. In most cases, you must file a written response with the court and provide a copy to the other party:

- within 14 days of this motion being filed, if the motion is considered by a judge, or
- at least 14 days before the hearing, if the motion is considered by a commissioner.

In some situations a statute or court order may specify a different deadline.

If you do not respond to this motion or attend the hearing, the person who filed

[The Spanish text is meant to be an example only.  
It is not yet a translation of the English text]

### Casos de Desalojo

En la mayor parte de las demandas civiles, la persona tiene 21 días para responder a la demanda o petición. Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos. Casos de Desalojo y reclamos menores, por ejemplo, tienen periodo de tiempo distinto.

Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos.

the motion may get what they requested.

See the court's Motions page for more information about the motions process, deadlines and forms:

[www.utcourts.gov/howto/filing/motions/index.html](http://www.utcourts.gov/howto/filing/motions/index.html)

### **Finding help**

The court's Finding Legal Help web page ([www.utcourts.gov/howto/legalassist/](http://www.utcourts.gov/howto/legalassist/)) provides information about the ways you can get legal help, including the Self-Help Center, reduced-fee attorneys, limited legal help and free legal clinics.

Casos de Desalojo y reclamos menores, por ejemplo, tienen período de tiempo distinto.

### **Reclamos menores**

En la mayor parte de las demandas civiles, la persona tiene 21 días para responder a la demanda o petición. Si a la persona se le hace la entrega formal fuera de Utah, tendrá 30 días para responder. El periodo de tiempo de 21/30 días no es aplicable para todos los casos. Casos de Desalojo y reclamos menores, por ejemplo, tienen período de tiempo distinto.

### Certificate of Service

I certify that I filed with the court and served a copy of this Debtor's Motion to Declare the Judgment Satisfied on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent

☐ Purchaser/Assignee of the Judgment

☐ Plaintiff/Petitioner's  
Attorney

☐ Defendant/Respondent's

☐ Purchaser/Assignee's  
(Utah Bar #:\_\_\_\_\_)

☐ Plaintiff/Petitioner's  
Licensed Paralegal Practitioner

☐ Defendant/Respondent's

☐ Purchaser/Assignee's  
(Utah Bar #:\_\_\_\_\_)

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Findings of Fact, Conclusions of  
Law, and Order on Debtor's Motion  
to Declare Judgment Satisfied**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

The matter before the court is a motion by the debtor, who is the:

☐ Plaintiff/Petitioner ☐ Defendant/Respondent

to declare the judgment in this case satisfied.

This matter is being resolved by (Choose all that apply.):

☐ The default of ☐ Plaintiff/Petitioner ☐ Defendant/Respondent.

☐ The stipulation of the parties.

☐ The pleadings and other papers of the parties.

☐ A hearing held on \_\_\_\_\_ (date).

**Plaintiff/Petitioner**

☐ was present                      ☐ was not present

☐ was represented by \_\_\_\_\_

☐ was not represented.

**Defendant/Respondent**

☐ was present                      ☐ was not present

☐ was represented by \_\_\_\_\_

☐ was not represented.

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

**The court finds:** (Choose one.)

☐ The moving party has fully satisfied the judgment.

☐ The moving party has partially satisfied the judgment.

☐ The moving party has not satisfied any part of the judgment.

**The court concludes:** (Choose one.)

☐ The judgment is fully satisfied.

☐ The judgment is partially satisfied.

☐ The judgment is not satisfied.

**The court orders:** (Choose one.)

☐ The clerk of court record the judgment as fully satisfied.

☐ The clerk of the court shall record the judgment remaining as of this date as \$\_\_\_\_\_ (balance of judgment owing, including all costs, fees, and interest to date).

☐ The motion is denied.

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

_____	Signature ►	_____
Date	Judge	_____

Approved as to form.

_____	Signature ►	_____
Date	Plaintiff/Petitioner, Attorney or Licensed Paralegal Practitioner	_____

_____	Signature ►	_____
Date	Defendant/Respondent, Attorney or Licensed Paralegal Practitioner	_____

### Certificate of Service

I certify that I filed with the court and served a copy of this Findings of Fact, Conclusions of Law, and Order on Debtor's Motion to Declare Judgment Satisfied on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		
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\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature ►

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



---

In the [ ] District [ ] Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Certificate of Satisfaction of Judgment</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	---

I certify as follows:

1. I am the clerk of this court.
2. The judgment entered in this case has been fully satisfied.
3. Satisfaction of judgment has been entered in the case history as of  
\_\_\_\_\_ (date).

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Clerk's Printed Name \_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and served a copy of this Certificate of Satisfaction of Judgment on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 \_\_\_\_\_

## Request for Certified Copy of Adoption Decree – District Court

Utah Rule of Civil Procedure 107(a)

\_\_\_\_\_  
Name of requester

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

File this form with the clerk of the district court in Utah where the adoption was ordered.

1. Choose one:

☐ I am the adoptive parent in this case.

☐ I am the adult adoptee in this case

2. I present the following identification to prove my identity (list the government-issued identification you are presenting to the court):

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

3. The adoption order was entered by this court in \_\_\_\_\_ (year) and the court case number is \_\_\_\_\_ (if known).

4. The adoptee's name is \_\_\_\_\_.

5. The adoptee's date of birth is \_\_\_\_\_.

6. I ask the court to give me a certified copy of the adoption order in my case.

7. I understand that I will be charged a fee for the certified copy of the order and that I must pay the fee to the court before the court will give me the copy.

\_\_\_\_\_  
Date

Sign here ►

\_\_\_\_\_  
Typed or Printed Name

## Request for Certified Copy of Adoption Decree – Juvenile Court

Utah Rule of Civil Procedure 107(a)

\_\_\_\_\_  
Name of requester

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

File this form with the clerk of the juvenile court in Utah where the adoption was ordered.

1. I am the adoptive parent in this case. I present the following identification to prove my identity (list the government-issued identification you are presenting to the court):

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

2. The adoption order was entered by this court in \_\_\_\_\_ (year) and the court case number is \_\_\_\_\_ (if known).

3. The adoptee's name is \_\_\_\_\_.

4. The adoptee's date of birth is \_\_\_\_\_.

5. I ask the court to give me a certified copy of the adoption order in this case.

6. I understand that I will be charged a fee for the certified copy of the order and that I must pay the fee to the court before the court will give me the copy.

\_\_\_\_\_  
Date

Sign here ► \_\_\_\_\_

Typed or Printed Name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney (Utah Bar #:\_\_\_\_\_)

☐ Plaintiff/Petitioner's Licensed Paralegal Practitioner

☐ Defendant/Respondent's Licensed Paralegal Practitioner (Utah Bar #:\_\_\_\_\_)

In the District Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Notice of Withdrawal of Counsel**  
(Utah Rule of Civil Procedure 74)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

1. I notify the court, counsel and parties that I am withdrawing as counsel for:

Client's Name \_\_\_\_\_

Address \_\_\_\_\_

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

ZIP \_\_\_\_\_

2. ☐ There are no motions pending. There are no hearings scheduled. There is no trial scheduled.

☐ There are motions pending and/or there are hearings scheduled and/or there is a trial scheduled. I have filed a Motion to Withdraw.

3.     [   ]     I entered a limited appearance on behalf of my client, and the purpose for that appearance is finished.  
                  (An attorney may withdraw after completing the purpose of a limited appearance even though a motion is pending or a hearing or trial has been scheduled, provided the limited appearance was not for the purpose of that motion, hearing or trial.)

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

	Signature ►	
Date	Printed Name	

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Withdrawal of Counsel on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

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

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Notice to Appear or to Appoint Counsel</b> (Utah Rule of Civil Procedure 74)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	---

1. I am notifying you that because your counsel has withdrawn from this case, you must file a Notice of Personal Appearance or Appointment of Counsel.
2. No further proceedings will be held in this case until at least 21 days after \_\_\_\_\_ (Date on which this notice is filed.).
3. A Notice of Personal Appearance or Appointment of Counsel form is attached for your convenience.

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



\_\_\_\_\_  
Date

Signature ►

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

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice to Appear Personally or to Appoint Counsel on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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

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

In the District Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

☐ **Notice of Personal Appearance**  
**OR**  
☐ **Notice of Counsel's Appearance**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

1. \_\_\_\_\_ (name of former attorney) has filed a Notice of Withdrawal.

(Check 2 or 3, whichever applies.)

2. ☐ I now represent myself.

OR

3. ☐ I now represent \_\_\_\_\_ (name of client).

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_  
Printed Name \_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Personal Appearance or Notice of Counsel's Appearance on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		
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\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature ►

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am ☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney (Utah Bar #:\_\_\_\_\_)

☐ Plaintiff/Petitioner's Licensed Paralegal Practitioner

☐ Defendant/Respondent's Licensed Paralegal Practitioner (Utah Bar #:\_\_\_\_\_)

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Substitution of Counsel</b> (Utah Rule of Civil Procedure 74)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

1. I notify the court, counsel and parties that I am replacing \_\_\_\_\_ (name of lawyer) as counsel for \_\_\_\_\_ (name of client).

2. I will comply with the existing hearing schedule and deadlines.

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

Printed name of former counsel \_\_\_\_\_

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

Printed name of client \_\_\_\_\_

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

Printed name of new counsel \_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and served a copy of this Substitution of Counsel on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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 record.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

	<b>Initial Disclosures</b> (Utah Rule of Civil Procedure 26(a)(1))
Plaintiff/Petitioner	Case Number _____
v.	Judge _____
Defendant/Respondent	Commissioner (domestic cases) _____

I \_\_\_\_\_ (name) provide the following initial disclosures:

1. **Discoverable information** (Utah Rule of Civil Procedure 26(a)(1)(A)) (Choose one):

☐ These are the people who likely have discoverable information supporting my claims or defenses:

Name	
------	--

Address (if known)	
Phone (if known)	
Information they have about the case	

Name	
Address (if known)	
Phone (if known)	
Information they have about the case	

Name	
Address (if known)	
Phone (if known)	
Information they have about the case	

☐ I do not know of any people who likely have discoverable information supporting my claims or defenses.

2. **Witnesses** (Utah Rule of Civil Procedure 26(a)(1)(A)) (Choose one):

☐ These are the witnesses I may call.

Name	
Address (if known)	
Phone (if known)	
Summary of expected testimony	

Name	
Address (if known)	
Phone (if known)	
Summary of expected testimony	

Name	
Address (if known)	
Phone (if known)	
Summary of expected testimony	

☐ I do not plan to call any witnesses.

3. **Documents supporting my case** (Utah Rule of Civil Procedure 26(a)(1)(B)) (Choose one):

☐ I have attached copies of all documents supporting my case.

☐ I do not know of or have any documents supporting my case.

4. **Documents referred to in my pleadings** (papers you filed) (Utah Rule of Civil Procedure 26(a)(1)(E)) (Choose one):

☐ I have attached copies of all documents referred to in my pleadings.

☐ I do not refer to any documents in my pleadings, or any documents referred to in my pleadings have already been filed.

5. **Damages** (Utah Rule of Civil Procedure 26(a)(1)(C)) (Choose one):

☐ My estimate of damages claimed is \$\_\_\_\_\_. I have attached documents supporting this amount.

☐ Not applicable.

6. **?????** (Utah Rule of Civil Procedure 26(a)(1)(D)) (Choose one):

☐ I have attached a copy of any agreement where someone else might have to pay the judgment, or reimburse me for the judgment.

☐ Not applicable.

I will updated these disclosures if any additional information becomes available. (Utah Rule of Civil Procedure 26(d)(5)).

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

_____	Signature ►	_____
Date	Printed Name	_____

Need a note saying not to file this with the court. Edit the Certificate of Service that goes w/ the Financial Declaration to include this document as an option?

**(f) Filing.** Except as required by these rules or ordered by the court, a party shall not file with the court a disclosure, a request for discovery or a response to a request for discovery, but shall file only the certificate of service stating that the disclosure, request for discovery or response has been served on the other parties and the date of service.

**This is a private record.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

<p>_____ Petitioner</p> <p>v.</p> <p>_____ Respondent</p>	<p><b>Certificate of Service of Initial Disclosures</b> (Utah Rule of Civil Procedure 26(f))</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	---

I certify that I served a copy of my Initial Disclosures on the following people.

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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.)		
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	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 record

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Counter Motion to**

**(Rule 101)**

\_\_\_\_\_  
(name of motion)

☐ **Hearing Requested**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

1. I ask the court to enter an order as follows:  
(Write **what** you want the court to order)

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

---

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2. I ask for this order because:  
(Explain **why** you want the court order.)

---

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3. ☐ The motion is supported by the law because:  
(List any statutes, ordinances, rules or appellate opinions that support/oppose the motion. For example, Utah Code 15-1-201, or Utah Rules of Civil Procedure 67. Explain why they support the motion.)

---

---

---

4. ☐ I request a hearing.  
☐ I do not request a hearing.

5. ☐ I have attached the following documents in support of this motion:

---

---

---

---

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

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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



### Certificate of Service

I certify that I filed with the court and served a copy of this Counter Motion on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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 (Person agreed to service by 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.)		

Signature ►

Date

Printed Name

**This is a private record**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

	<b>Affidavit with Exhibit(s)</b> (Commissioner cases only; Utah Rule of Civil Procedure 101)
Petitioner	Case Number _____
v.	Judge _____
Respondent	Commissioner _____

\_\_\_\_\_ (name), under oath, says:

1. I am the ☐ petitioner ☐ respondent ☐ other \_\_\_\_\_  
(Describe.)
2. I am submitting the following exhibit(s) in support of my  
☐ Motion to \_\_\_\_\_ (name of motion).  
☐ Memorandum Opposing Motion to \_\_\_\_\_  
(name of motion).

☐ Reply Memorandum Supporting Motion to \_\_\_\_\_ (name of motion).

☐ Other \_\_\_\_\_

3. For each exhibit provide a name, a brief summary of the contents, and explain the "foundation" – how you came to have the item, or what you know about the item to prove it is authentic. (Attach additional sheets if needed.)

**Exhibit A**

Name	
Summary of Contents	
Foundation	

**Exhibit B**

Name	
Summary of Contents	
Foundation	

**Exhibit C**

Name	
Summary of Contents	
Foundation	

4. ☐ One or more of my exhibits is longer than 10 pages. I am providing a summary of those exhibits as a chart, list, spreadsheet or calculation. Copies of the exhibits have been provided to all parties and will be available at any hearing.

For each exhibit summary provide a name, a brief summary of the contents, and explain the "foundation" – how you came to have the item, or what you know about the item to prove it is authentic. (Attach additional sheets if needed.)

**Example**

Name	Exhibit D
Summary of Contents	Itemized list of medical expenses.
Foundation	Compiled from statements from the insurance company.

Name	
Summary of Contents	
Foundation	

Name	
Summary of Contents	
Foundation	

Name	
Summary of Contents	
Foundation	

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

On this date, I certify that \_\_\_\_\_ (name)  
who is known to me or who presented satisfactory identification, in the form of \_\_\_\_\_  
(form of identification), has, while in my  
presence and while under oath or affirmation, voluntarily signed this document and declared that it is true.

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

Printed name (Court Clerk or Notary Public) \_\_\_\_\_

Notary Seal

### Certificate of Service

I certify that I filed with the court and served a copy of this Affidavit in Support of Exhibit(s) on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		
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\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the ☐ District ☐ Justice Court of Utah

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

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

\_\_\_\_\_  
Plaintiff/Petitioner

v.

\_\_\_\_\_  
Defendant/Respondent

**Notice of Order** (URCP 58A(g)?)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner (domestic cases)

The court has entered the attached findings of fact, conclusions of law and order.

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

### Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Order on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by 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 (Person agreed to service by 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.)		
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Signature ►

Date

Printed Name