

Agenda Committee on Court Forms

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

June 14, 2021 / 12:00 to 2:00 p.m.
Virtual Meeting

<https://utcourts.webex.com/utcourts/j.php?MTID=m6ee47cc4bd950f92f85c797cba9b493a>

1. Welcome and approval of February meeting minutes	Randy Dryer
2. Planning for a conversation around the future of the Forms Committee	Randy Dryer
3. Notice of Pronouns	Nathanael Player and Amy Hernandez
4. OCAP update	Nathanael Player
5. Petition for Relief Under the Post-Conviction Remedies Act	Kara Mann
6. Posting OCAP provisions to be available on the courts' website for LPPs	Nathanael Player
7. Petition for Sex Change forms <ul style="list-style-type: none"> • Petition for Sex Change • Notice of Hearing on Petition for Sex Change • Order on Petition for Sex Change 	Nathanael Player
8. Debt Collection Complaint Judge Birch reviewed the complaint and shared it with other creditor attorneys. They all found it to be satisfactory. Also, cases are exceedingly unlikely to be over \$50K, so the tier information can probably be omitted.	Nathanael Player
9. Declaration in Support of Legal Fees	Nathanael Player
10. Motion for Leave to Amend <ul style="list-style-type: none"> • Motion for Leave to Amend • Order on Motion for Leave to Amend 	Nathanael Player
11. Gender Neutral Child Support Worksheets	Nathanael Player
12. Acceptance of Service form	Nathanael Player

13. Affidavit for Filing an Out-of-State Protective Order	Nathanael Player
14. Declaration of Unmarried Father	Nathanael Player
15. OCAP Child Support Language Changes Language can appear in the following documents for Divorce and Custody cases: <ul style="list-style-type: none"> • Petition • Stipulation • Findings of Fact and Conclusions of Law • Decree 	Nathanael Player

Meeting Dates

August 9

October 18[^]

December 13

[^] Moved from the October 11 for Columbus Day

moved to approve the full minutes. Stewart Ralphs seconded the motion. The motion unanimously passed.

II. OCAP UPDATE:

No update was provided at this meeting.

III. REVISIONS TO FORMS COMMITTEE PROCEDURES (to allow for electronic voting):

Nathanael Player will begin sharing documents for the committee's review and discussion via an electronic shared Google drive. Committee members will also be able to provide comments on comments through the shared drive.

With no further discussions, Mr. Ralphs moved to approve the Forms Committee's procedure to review documents through shared electronic means. Judge Lindsley seconded the motion. With no opposition, the motion passed.

IV. MOTIONS TO ENFORCE ORDER (pursuant to new URCP 7A and URCP 7B):

The motions to enforce orders have been modified for compliance with rules 7A and 7B of the Utah Rules of Civil Procedures that go into effect May 1, 2021. The orders ask the court to enforce all previous ex parte and other orders in domestic cases. The orders are consistent across all family law cases.

Ex parte verified motion to enforce domestic order:

The form is used when a party is requesting a domestic order to be enforced. The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new rule requirements.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Judge Lindsley seconded the motion. With no opposition, the motion passed.

Order to attend hearing:

The form is used to order all parties to attend the hearing. The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new rule requirements. The committee also added a line for "Other Party" and added "plaintiff" to petitioner and "respondent" to defendant.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Judge Chon seconded the motion. With no opposition, the motion passed.

Order on Motion to Enforce Domestic Order:

The form is used to enforce all previous domestic orders. The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new rule requirements.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Judge Lindsley seconded the motion. With no opposition, the motion passed.

Ex parte verified motion to enforce order (not domestic):

The form is used to request an order be enforced after a hearing. The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new rule requirements.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Mary Westby seconded the motion. With no opposition, the motion passed.

Order on motion to enforce order (not domestic):

This form is used after a hearing to enforce all orders. The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new rule requirements.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Ms. Westby seconded the motion. With no opposition, the motion passed.

Ex parte verified motion to enforce writ of garnishment:

The form is used to request enforcement when a person has not adequately responded to a writ of garnishment. The committee discussed and made language and formatting changes to the form. Under purpose of motion, the committee recommended a change to “order or judgment.” Other changes bring the form into compliance with rule 7A and 7B of the Rules of Civil Procedure 7A.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Ms. Westby seconded the motion. With no opposition, the motion passed

Order on motion to enforce writ of garnishment:

The form is used to order enforcement when person has not adequately responded to a writ of garnishment. The committee discussed and made similar language and formatting changes as was done to the motion form. The changes bring the form into compliance with rule 7A of the Rules of Civil Procedure.

With no further discussions, Judge Chon moved to adopt the changes as discussed. Mr. Ralphs seconded the motion. With no opposition, the motion passed.

V. FORMS ACKNOWLEDGING STATUS AS RESTRICTED PERSON (needed to help the courts comply with HB 101):

Statement in support of guilty plea:

Acknowledgement of firearm restriction:

The forms are necessary to comply with House Bill 101. The form warns restricted persons about firearms restrictions. The acknowledgement of firearm restriction form could be a standalone form if the court does not want to use other forms, and gives the option to be used for pleas or otherwise. The forms will be available in English and also in an English/Spanish format. The committee discussed and made minor language and formatting changes to the form.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Judge Lindsley seconded the motion. With no opposition, the motion passed.

VI. PETITION FOR AUTHORIZATION TO MARRY (updates required under HB 406):

House Bill 406 added requirements in the application and petition to marry for anyone under age 18. The application needs to be approved and sent over to the county clerk's office prior to marriage. The updated language in the form complies with the statute. The committee discussed and made minor language changes to the form.

With no further discussions, Judge Lindsley moved to adopt the changes as discussed. Mr. Ralphs seconded the motion. With no opposition, the motion passed.

VII. PROTECTIVE ORDER UPDATES (required under HB 255):

Ex parte child protective order:

The order addresses ex parte communications in child protective orders. The committee discussed and made language and formatting changes to the form. The changes bring the forms in line with new statutory requirements of HB 255. Mr. Player will work with Judge Lindsley on consistency on all child protective order.

With no further discussions, Judge Lindsley moved to adopt the changes as discussed. Mr. Ralphs seconded the motion. With no opposition, the motion passed.

Cohabitant protective order:

The committee discussed and made minor language and formatting changes to the form. The changes bring the forms in line with new statutory requirements of HB 255. The civil provisions in cohabitant protective orders are now good for 150 days.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Mary Westby seconded the motion. With no opposition, the motion passed.

VIII. DIVORCE/CUSTODY FORMS AND OCAP PROVISIONS (updates required under HB 113 and SB 122):

House Bill 113 and House Bill 122 have statutory changes that implicate divorce/custody forms and OCAP provisions. The OCAP provisions update the time frame for parent-time. The changes to the form include new language from the statutes. The committee discussed and made other minor language and formatting changes.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed and modified. Judge Chon seconded the motion. With no opposition, the motion passed.

Motion for temporary order:

The change to the temporary order allows for a 50/50 parent-time schedule, and includes language for costs of pregnancy. The committee discussed and made other minor language and formatting changes. The changes bring the forms in line with new statutory requirements. The judgment will become part of the final order on the case. The committee discussed and made other minor language and formatting changes.

With no further discussions, Mr. Ralphs moved to adopt the changes as discussed. Ms. Westby seconded the motion. With no opposition, the motion passed.

Parenting plan:

The parenting plan has new options for divorced parents as part of Utah Code § 30-3-35.2. No other changes were added to the form. The committee discussed and made no other recommendations for changes.

With no further discussions, Judge Lindsley moved to adopt as discussed. Mr. Ralphs seconded the motion. With no opposition, the motion passed.

IX. GUARDIANSHIP OF A MINOR FORMS IN OCAP (updates required under HB 358):
The forms are updated due to statutory changes under House Bill 358.

Petition:

The petition includes three new options: acknowledgement of understanding of legal effect of guardianship and consent, acknowledgement of termination of parental rights, and parent is unwilling or unable to exercise parental rights. The committee discussed and made no other recommendations for changes.

With no further discussions, Mr. Ralphs moved to adopt as discussed. Ms. Westby seconded the motion. With no opposition, the motion passed.

Findings of facts and conclusions of law:

Makes the findings for each parent. The committee discussed and made no other recommendations for changes.

With no further discussions, Ms. Westby moved to adopt as discussed. Mr. Ralphs seconded the motion. With no opposition, the motion passed.

Parental consent:

The parent understands and agrees to the legal effect of appointment of guardian. The committee discussed and made no other recommendations for changes.

With no further discussions, Mr. Ralphs moved to adopt as discussed. Ms. Westby seconded the motion. With no opposition, the motion passed.

X. ADJOURN:

The meeting adjourned without a motion. The meeting adjourned at 2:05 pm. The May meeting is no longer needed and will be canceled. The next meeting will be June 14, 2021, from noon to 2 pm via Webex video conferencing.

The committee expressed appreciation for the service and commitment Brent Johnson has provided since the conception of the committee. The committee wishes Mr. Johnson well in his retirement.

Name

Address

City, State, Zip

Phone

Email

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

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>Notice of Pronouns</p> <p><input type="checkbox"/> She / her / Ms.</p> <p><input type="checkbox"/> He / him / Mr.</p> <p><input type="checkbox"/> They / them / Mx.</p> <p><input type="checkbox"/> Other _____</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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Bring a copy of this to each court hearing.

I ask the court to use the following pronouns for me during court hearings:

She / her / Ms. He / him / Mr.
 They / them / Mx. Other _____

This is not binding. This has no legal effect and does not change my sex or gender marker on government documents.

_____ Signature ► _____
Date Printed Name _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Notice of Pronouns on the following people.

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

_____ Signature ► _____
 Date _____ Printed Name _____

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

If you do not respond to this document within applicable time limits, judgment could be entered against you as requested.

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

Comment [NP1]: I don't think we need the warning box because the state or municipality in a PCRA case will always be represented in our current legal system

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

Petitioner _____

V. _____

Respondent _____

Petition for Relief Under the Post-Conviction Remedies Act

Utah Code Section 78B-9-101 et seq.
Utah Rule of Civil Procedure 65C

Case Number _____

Judge _____

Notice to the Petitioner:

Before completing this form, please read it carefully. If you have any questions, contact an attorney. Court clerks are not allowed to give legal advice. Attach additional sheets of paper as necessary to complete your answers. Show the question number from this form on the additional sheet of paper.

I. Name of Respondent (check one)

- Conviction of Felony State of Utah
- Conviction of Misdemeanor or Ordinance County of: _____
- Conviction of Misdemeanor or Ordinance Municipality of: _____

II. Identification of Current and Related Cases

1. (a) Name of court that entered the judgment being challenged:

- (b) Location of court: _____
- (c) Case number: _____
2. Date of judgment being challenged: _____
3. Sentence:

4. Nature of offense involved (all counts):

5. What was your plea? (check one)
 Not guilty
 Guilty
 No contest
 Guilty and mentally ill
 Not guilty by reason of insanity
6. If you entered a plea of guilty to some counts, and a not guilty plea to other counts, give your plea to each count:

7. If you plead not guilty or not guilty by reason of insanity, was the trial before a

Jury Judge

8. Did you testify at the trial?

Yes No

9. Did you appeal from the conviction or sentence?

Yes No

10. If your answer is "yes," provide the following information:

(a) Name of Appellate Court: _____

(b) Case Number: _____

(c) Result:

(d) Date of result or citation of opinion: _____

(e) Grounds raised:

(f) Did you seek further review of this appeal?

Yes No

(g) If your answer is "yes," provide the following information:

(1) Name of Reviewing Court: _____

(2) Case number: _____

(3) Result:

(4) Date of result or citation of opinion: _____

(5) Grounds raised:

11. If you did not appeal from your conviction or sentence, why not?

12. (a) Other than your direct appeal from your conviction or sentence, have you filed any petitions, applications, or motions with respect to this conviction or sentence in any court, state or federal?

Yes No

(b) If your answer is "yes," provide the following information:

(1) Name of Court: _____

(2) Case number: _____

(3) Result:

(4) Date of result or citation of opinion: _____

(5) Grounds raised:

(c) Did you receive an evidentiary hearing on your petition, application or motion?

Yes No

(d) Did you appeal the decision on your petition, application, or motion?

Yes No

(e) If your answer is "yes," provide the following information:

(1) Name of Court: _____

(2) Case number: _____

(3) Result:

(4) Date of result or citation of opinion: _____

(5) Grounds raised:

13. (a) Other than the case described in question 12, have you filed any further petitions, applications or motions with respect to this conviction or sentence in any court, state or federal?

Yes No

(b) If your answer is "yes," provide the following information:

(1) Name of Court: _____

(2) Case number: _____

(3) Result:

(4) Date of result or citation of opinion: _____

(5) Grounds raised:

(c) Did you receive an evidentiary hearing on your petition, application or motion?

Yes No

(d) Did you appeal the decision on your petition, application, or motion?

Yes No

(e) If your answer is "yes," provide the following information:

(1) Name of Court: _____

(2) Case number: _____

(3) Result:

(4) Date of result or citation of opinion: _____

(5) Grounds raised:

14. (a) Do you have any petition, appeal, or motion now pending in any court, state or federal, relating to the judgment being challenged?

Yes No

(b) If your answer is "yes," provide the following information:

(1) Name of Court: _____

(2) Case number: _____

(3) Nature of Proceeding:

III. Grounds for Relief

Notice to the Petitioner: You may be barred from presenting additional grounds in a future post-conviction petition if you fail to present any grounds that you could present here but do not.

The following is a list of the most frequently raised grounds for relief in post-conviction proceedings. Each statement preceded by a letter constitutes a separate ground for possible relief. You should raise in this petition any of these grounds that apply **and any other grounds not listed** that you may have available.

Do not merely check the grounds listed. If you believe any of these grounds apply to you, **you must allege facts.** The petition will be returned to you if you merely check a ground and fail to list necessary facts or attach supporting documentation.

- (a) Conviction or sentence obtained by plea of guilty that was unlawfully induced or not made voluntarily with understanding of the nature of the charge and the consequences of the plea.
- (b) Conviction or sentence obtained by use of coerced confession.
- (c) Conviction or sentence obtained by use of evidence gained pursuant to an unconstitutional search and seizure.
- (d) Conviction or sentence obtained by use of evidence obtained pursuant to an unlawful arrest.
- (e) Conviction or sentence obtained by a violation of the privilege against self-incrimination.
- (f) Conviction or sentence obtained by the unconstitutional failure of the prosecution to disclose to the defendant evidence favorable to the defendant.
- (g) Conviction or sentence obtained by a violation of the protection against double jeopardy.
- (h) Conviction or sentence obtained by action of a grand or petit jury that was unconstitutionally selected and impaneled.
- (i) Denial of effective assistance of counsel.
- (j) Conviction or sentence under an unconstitutional statute or constitutionally protected conduct.
- (k) The prosecutor knowingly failed to correct false testimony at trial or at sentencing, and there is a reasonable likelihood the false testimony could have affected the judgment of the fact finder.

(k) Denial of right to appeal.

15. State concisely every ground on which you claim you are entitled to post-conviction relief. Summarize briefly the facts supporting each ground. If necessary, you may attach additional pages stating additional grounds and facts supporting same.

(a) Ground One: _____

Supporting facts for Ground One (state briefly without citing law or making argument):

(b) Ground Two: _____

Supporting facts for Ground Two (state briefly without citing law or making argument):

(c) Ground Three: _____

Supporting facts for Ground Three (state briefly without citing law or making argument):

(d) Ground Four: _____

Supporting facts for Ground Four (state briefly without citing law or making argument):

16. If any of the grounds listed above were not previously presented in any other court, state or federal, state briefly which grounds were not presented and your reasons for not presenting them:

17. Give the name and address, if known, of each attorney who represented you in the following stages of the judgment being challenged:

- (a) Preliminary hearing: _____
- (b) Arraignment and plea: _____
- (c) Trial: _____
- (d) Sentencing: _____
- (e) Appeal: _____
- (f) Post-conviction proceeding: _____
- (g) Appeal from post-conviction proceeding: _____

18. (a) Do you have any future sentence to serve after you complete the sentence imposed by the judgment being challenged?

Yes No

- (b) If your answer is "yes," give the following information:

- (1) Name of Court: _____
- (2) Location: _____
- (3) Case number: _____

IV. Required Attachments

Notice to the Petitioner: If you do not attach the required copies or provide an explanation why you cannot provide them, this petition will not be filed and will be returned to you. You may then lose your right to file a petition if the statute of limitations expires before you file another petition.

19. Attach a copy of the following documents to this petition or provide an explanation why you cannot provide the copies.
- (a) The judgment and commitment being challenged.
 - (b) Any decision issued by an appellate court from the direct appeal.
 - (c) Any previously-filed petition for post-conviction relief, and any decision issued as a result.
 - (d) Affidavits, records, or other documentary evidence that support your claim.
 - (e) An affidavit of impecuniosity and certificate from Inmate Accounting Office, if you are requesting a waiver of the filing fee.
 - (f) Memorandum of Points and Authorities.
20. I request a court-appointed attorney to help me with this petition for post-conviction relief.

V. Petitioner's Signature

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

Signed at _____ (city, and state or country).

Date

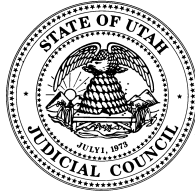
Signature ► _____
Printed Name _____

VI. Certification of Attorney (If the petitioner is represented by an attorney)

I certify that I am the attorney for the petitioner, and that this petition complies with Rule 11, Utah Rules of Civil Procedure.

Date

Signature ► _____
Printed Name _____



Administrative Office of the Courts

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

June 4, 2021

Hon. Mary T. Noonan
State Court Administrator
Catherine J. Dupont
Deputy Court Administrator

MEMORANDUM

TO: Forms Committee
FROM: Nathanael Player
RE: LPP use of OCAP provisions

As you know, LPPs can only use court forms that have been approved by the Judicial Council. Many “forms” are actually a collection of provisions, and are only available in OCAP (e.g. most filings in divorce and custody cases). Some LPPs have asked if there is another way to access these approved provisions because OCAP presents problems for them, such as:

- difficulty filing the documents electronically;
- an inability to prepare orders in a Rich Text Format (RTF), as required under the e-filing standards;
- slowness in preparing documents, which makes them inefficient.

These LPPs have asked the LPP Committee to authorize them to simply use the approved OCAP provisions without needing to use OCAP. The LPP Committee approved this request, but then referred the matter to the Forms Committee to ensure that proper approvals were obtained. The specifics of the request are that:

- the approved provisions in OCAP would be accessible on the courts’ website and could be downloaded;
- LPPs would be able to access these approved provisions and use them more efficiently using word processing software to make their work more efficient;
- LPPs would no longer be required to use OCAP.

The Forms Committee has been asked by the LPP Committee to consider whether or not to approve this proposal.

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

Name (currently used)

Address

City, State, Zip

Phone

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

Email

I am Petitioner Petitioner's Attorney (Utah Bar #: _____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the **Sex Change** of:

Petitioner (current legal name)

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

Case Number

Judge

1. I live in _____ County, Utah and have lived here since _____ (date), which is at least one year **ago**.
2. I was born on: _____ (date).
6. **My birth certificate says that my sex is male female.**
7. **I ask the court to order that my legal sex is male female.**
8. **I have attached evidence of appropriate clinical care or treatment for gender transitioning or change by a licensed medical professional.**

9. I do not know any reason why this petition should not be granted.
10. Except for this petition, I am not involved in any court actions or proceedings.
11. I am not on probation or parole.
12. I am not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))
13. I am (Choose one.):
 - not on the Sex and Kidnap Offender Registry.
 - on the Sex and Kidnap Offender Registry. Granting this petition is not against the public interest because (Explain.):

11. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.
12. I am not filing this petition to avoid creditors or anyone else with a claim against me.
13. Granting this petition will not affect any right, title, or interest of anyone else, and I do not know of anyone else who should be notified of this petition.

Name Change (Only complete this section if you are asking for a name change.)

14. I also request a name change.

My **current legal name is:**

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

My name appears this way on my (name of legal document)

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

First name	
------------	--

Middle name(s) (if any)	
Last Name	

I want to change my name because:

15. I request a hearing

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

Signed at _____ (city, and state or country).

_____ Signature ► _____
Date Printed Name _____

Name

Address

City, State, Zip

Phone

Email

I am Petitioner Petitioner's Attorney (Utah Bar #: _____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of **the Sex Change** of:

Petitioner

Notice of Hearing on Petition for Sex Change

Case Number

Judge

1. I am the Petitioner in this case.
- 3.** I have asked the court to change my legal sex from:
 male female
to: male female.

2. I have asked the court to change my name from:

First name	
Middle name (if any)	

Last name	
-----------	--

to:

First name	
Middle name (if any)	
Last name	

4. A copy of my **Petition for Sex Change** is attached.
5. The court has scheduled a hearing on this petition at the following date and time.

Date _____ Time _____ : _____ [] a.m. [] p.m.

Room _____ Judge _____

3. If you have any objections to this petition, file them in writing with the clerk of this court and mail a copy to me at the address at the top of this document.

Date

Signature ► _____

Printed Name _____

Certificate of Service

I certify that I filed with the court and served a copy of this Notice of Hearing on **Petition for Sex Change** 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.)		

_____ Date Signature ► _____
Printed Name _____

Name

Address

City, State, Zip

Phone

Email

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the **Sex Change** of:

Petitioner

Order on Petition for Sex Change

Case Number

Judge

The court finds:

1. Petitioner appeared in court on _____ (date).
2. Petitioner was born on: _____ (date).
4. **Petitioner's legal sex is male female.**
3. The name on petitioner's birth certificate is:

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

5. All the notices required by law have been given.

6. Objections (Choose one.):

No objections to the proposed name change were made.

Objections to the proposed name change were made by:

7. The statements in the petition are accepted as true.

8. The petition is not sought for a wrongful or fraudulent purpose.

9. The petition is supported by objective evidence of appropriate clinical care or treatment for gender transitioning or change, provided by a licensed medical professional.

8. Other findings (if any):

The court concludes:

10. The requirements for a legal sex change:

have been met.

have not been met.

9. The requirements for a name change:

have been met.

have not been met.

11. Petitioner:

is not on the Child Abuse Offender Registry

is on the Child Abuse Offender Registry.

12. Petitioner:

is not on the Sex and Kidnap Offender Registry.

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

13. The statements in the petition:

are sufficient and the petition should be granted.

are not sufficient and the petition should not be granted.

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

The court orders:

14. The Petition is

granted denied

16. Petitioner's legal sex is changed to: male female.

Petitioner may use this new legal sex from this date forward.

15. Petitioner's legal name is changed to:

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

Petitioner may use this new legal name from this date forward.

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

Date

Signature ► _____
Judge

Certificate of Service

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

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

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

Date

Signature ► _____

Printed Name _____

Name

Address

City, State, Zip

Phone

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

Email

I am Plaintiff Plaintiff's Attorney (Utah Bar #: _____)
 Plaintiff/Petitioner's Licensed Paralegal Practitioner (Utah Bar #: _____)

In the District Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

_____ Plaintiff	Debt Collection Complaint
v.	_____ Case Number
_____ Defendant	_____ Judge

1. Jurisdiction and Venue

This is the correct court location to file in because (Choose all that apply):

- Defendant is a resident of this county.
- Defendant is doing business in this county.
- The contract was created in this county.
- The contract was to be performed in this county.
- Other: _____

2. Contract or Agreement

I made the following contract or agreement with the defendant:
(Describe what each person agreed to do and the date you made the agreement.)

My claims are based on defendant's failure to pay a debt owed to someone else. I have the right to collect that debt. Defendant had a contract with: _____ (name of creditor). A copy of that agreement is attached as Exhibit A. The defendant agreed to the following:

3. The agreement allowed for:

- interest in the amount of _____.
- attorney fees for the prevailing party.
- collection costs.

4. **Broken Contract or Agreement**

The defendant broke the agreement as follows:

(Explain how the defendant broke the agreement and what the defendant owes you.)

5. **Request for Relief**

I ask the court to:

- Order defendant to pay me \$_____.
- Order defendant to pay _____% interest, with interest starting on this date: _____.
- Order defendant to pay my legal costs and any attorney fees.
- Order defendant to pay me a collection fee of \$_____.
- Other:

6. [] I have attached the following documents in support of this complaint:

Plaintiff

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

Signed at _____ (city, and state or country).

Date Signature ▶ _____
Printed Name _____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

Date Signature ▶ _____
Printed Name _____

Name

Address

City, State, Zip

Phone

Email

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

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 Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

Plaintiff/Petitioner

v.

Defendant/Respondent

Declaration in Support of Legal Fees
(Utah Rule of Civil Procedure 73)

Case Number

Judge

Commissioner (domestic cases)

1. I am the attorney or licensed paralegal practitioner for the (choose one):

plaintiff or petitioner

defendant or respondent

other: _____

2. I was hired to represent the above party on _____ (date).

3. My billing rate is \$ _____ (amount) per hour.

4. I have been licensed as a legal professional since _____ (date).

5. I have had assistance on this case from a (choose all that apply):
- Legal secretary and their hourly billing rate is \$_____.
 - Private investigator and their hourly billing rate is \$_____.
 - _____ (job title)
and their hourly billing rate is \$_____.
- (Attach additional sheets if needed.)

6. We have spent time on the following aspects of the case (Include time records and descriptions of work performed. Attach additional sheets if needed.):

Amount of time spent on task	Description of task

(Attach additional sheets if needed.)

7. I am entitled to legal fees totaling \$_____ (amount).

8. This amount is reasonable because (explain):

Attorney or Licensed Paralegal Practitioner of record

Date

Signature ► _____

Printed Name _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Declaration in Support of Legal Fees on the following people.

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

Signature ►

Date

Printed Name

Name

Address

City, State, Zip

Phone

Email

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

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>Motion for Leave to Amend (Utah Rule of Civil Procedure 15)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

1. I ask the court for permission to amend my _____ (name of document).

2. I make this request because: (choose all that apply)

more than 21 days have passed since I was served with the other party's answer, counterclaim, or motion to dismiss the document named in paragraph 1.

I have previously amended the document in paragraph 1.

more than 21 days have passed since I served the document named in paragraph 1 on the other party.

3. The other party agrees with this motion and a stipulation is being filed.

4. I have attached a copy of the amended document.

Plaintiff/Petitioner or Defendant/Respondent

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

Signed at _____ (city, and state or country).

Date

Signature ► _____
Printed Name _____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

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 will be decided by a judge, or
- at least 14 days before the hearing, if the motion will be decided 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:
utcourts.gov/motions



Scan QR code to visit page

Finding help

The court's Finding Legal Help web page (utcourts.gov/help) 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.



Scan QR code to visit page

Aviso para la parte que responde

Su tiempo para responder a esta moción es limitado. En la mayoría de casos deberá presentar una respuesta escrita con el tribunal y darle una copia de la misma a la otra parte:

- dentro de 14 días del día que se presenta la moción, si la misma será resuelta por un juez, o
- por lo menos 14 días antes de la audiencia, si la misma será resuelta por un comisionado.

En algunos casos debido a un estatuto o a una orden de un juez la fecha límite podrá ser distinta.

Si usted no responde a esta moción ni se presenta a la audiencia, la persona que presentó la moción podría recibir lo que pidió.

Vea la página del tribunal sobre Mociones para encontrar más información sobre el proceso de las mociones, las fechas límites y los formularios:
utcourts.gov/motions-span



Para acceder esta página escanee el código QR

Cómo encontrar ayuda legal

La página de la internet del tribunal Cómo encontrar ayuda legal (utcourts.gov/help-span) tiene información sobre algunas maneras de encontrar ayuda legal, incluyendo el Centro de Ayuda de los Tribunales de Utah, abogados que ofrecen descuentos u ofrecen ayuda legal limitada, y talleres legales gratuitos.



Para acceder esta página escanee el código QR

Certificate of Service

I certify that I filed with the court and am serving a copy of this Motion for Leave to Amend on the following people.

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

_____ Signature ► _____
 Date Printed Name _____

Name

Address

City, State, Zip

Phone

Email

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p>Order on Motion for Leave to Amend</p> <p>_____ (name of motion)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
---	--

The matter before the court is plaintiff/petitioner's defendant/respondent's
Motion to _____ (name of motion).

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 was not present.

was represented by _____.

was not represented.

Defendant/Respondent

was 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:

the proposed amendment is not untimely, unjustified, or prejudicial.

the proposed amendment is untimely, unjustified, or prejudicial because:

The court orders:

the motion is granted.

the motion is denied.

The court further orders:

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

Date

Signature ►

Commissioner

Date

Signature ►

Judge

Certificate of Service

I certify that I filed with the court and am serving a copy of this Order on Motion on the following people.

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

Date

Signature ► _____

Printed Name _____

Name

Address

City, State, Zip

Phone

Email

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

- 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 #: _____)
 Intervenor
 Intervenor's Attorney (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>Child Support Obligation Worksheet – Other Children Present in the Parent's Home (Utah Code 78B-12-301 and 302)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

Write the names of the parents:

_____ (name: PARENT IN THIS ACTION)	_____ (name: OTHER PARENT)	COMBINED
--	-------------------------------------	-----------------

1. Enter the # of natural and adopted children of these parents.			
--	--	--	--

2a. Enter the parent's gross monthly income. Refer to Instructions for definition of income.	\$	\$	
2b. Enter previously ordered alimony that is actually paid. (Do not enter alimony ordered for this case.)	-	-	
2c. Enter previously ordered child support. (Do not enter obligations ordered for the children in this case.)	-	-	
3. Subtract Lines 2b and 2c from 2a. This is the Adjusted Gross Income for child support purposes.	\$	\$	\$
4. Take the COMBINED figure in Line 3 and the number of children in Line 1 to the Support Table. Find the Combined Support Obligation. Enter it here.			\$
5. Divide each parent's adjusted monthly gross in Line 3 by the COMBINED adjusted monthly gross in Line 3.		%	%
6. Multiply Line 4 by Line 5 for each parent to obtain each parent's share of the Base Support Obligation.	\$	\$	
7. Enter the amount of the children's portion of the insurance premium actually paid.			\$
8. Enter the monthly work or training related child care expense for the children in Line 1.			\$

9.	PARENT'S SHARE OF BASE CHILD SUPPORT AWARD FOR THE CHILDREN IN LINE 1. Enter the amount for the parent in this action from Line 6.	\$
10.	PARENT'S SHARE OF CHILDREN'S INSURANCE FOR THE CHILDREN IN LINE 1. Multiply Line 7 by .50, and enter the result here.	\$
11.	PARENT'S SHARE OF WORK OR TRAINING RELATED CHILD CARE EXPENSES FOR THE CHILDREN IN LINE 1. Multiply Line 8 by .50, and enter the result here.	\$
12.	PARENT'S SHARE OF TOTAL CHILD SUPPORT OBLIGATION TO THE CHILDREN IN LINE 1. Add Lines 9, 10, and 11. This amount may be used to adjust the parent in this action's gross income on the sole, split, or joint custody worksheets.	\$

Certificate of Service

I certify that I filed with the court and am serving a copy of this Child Support Obligation Worksheet on the following people.

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

Signature ► _____

Date _____

Printed Name _____

Instructions for the Child Support Obligation Worksheet – Other Children Present in the Parent’s Home

Use this worksheet to determine the parent’s obligation for natural or adopted children who live in the parent’s home and who are not children of the other parent listed on the Sole, Split, or Joint Custody Worksheets (primary worksheets). The parent may use this worksheet in modifying an existing child support award, setting a paternity award, or other appropriate circumstances where the parent has child support obligations for other children.

OTHER PARENT name: The other parent may be a current spouse, partner, or an ex-spouse of the parent.

Line 1. Enter the number of natural or adopted children of the parent in this action and the other parent named on this worksheet. If the parent in this action has children in their home by more than one other parent, complete a separate Child Support Obligation Worksheet – Other Children Present in the Parent’s Home for the children of each other parent.

Line 2a. Enter each parent’s gross monthly income. U.C.A. 78B-12-203(1) states: “As used in the guidelines, ‘gross income’ includes prospective income from any source, including earned and nonearned income sources which may include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from ‘nonmeans-tested’ government programs.”

U.C.A. 78B-12-203(2) states: “Income from earned income sources is limited to the equivalent of one full-time 40-hour job.” Refer to U.C.A. 78B-12-203 for additional information about determining gross income.

U.C.A. 78B-12-203(3) says: “specifically excluded from gross income are:
(a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
(b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
(c) other similar means-tested welfare benefits received by a parent.

All income must be verified. Verification includes: year to date pay stubs, employer statements or records, the last year's tax return and documentation of non-earned income appropriate to the source.

Line 2b. In the Parent in this Action column, enter the amount of alimony the parent is court ordered to pay and actually pays to a former spouse [U.C.A. 78B-12-204(1)]. Do not include alimony payments for this case. Alimony payments must be verified. Cancelled checks or a statement from the recipient of the alimony may be accepted as verification.

In the Other Parent column enter the monthly alimony that the parent is paying to someone other than the parent listed in the worksheet.

Line 2c. In the Parent in this Action column, enter the amount of any child support orders either parent is ordered to pay for children by another partner [(U.C.A. 78B-12-204(1))].

A copy of the order is required for verification.

In the Other Parent column list the amount that the other parent is ordered to pay for children other than those listed on this worksheet.

Line 7. In the combined column, enter the children's portion of insurance premium that is actually paid. To determine the children's portion divide the total premium by the number of persons covered by the policy and then multiply that number by the number of children listed on this worksheet that are covered by policy.

Line 8. Enter the amount of work-related, reasonable, child care expenses for up to a full-time work week or training schedule.

Line 9. Complete this line as directed.

Line 10. Complete the calculation as directed.

Line 11. Complete the calculation as directed.

Line 12. Enter the amount on this line on Line 2d of the Sole Custody Worksheet, Line 3d of The Split Custody Worksheet or Line 2d of the Joint Custody Worksheet.

Name

Address

City, State, Zip

Phone

Email

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

- 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 #: _____)
 Intervenor
 Intervenor's Attorney (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>Child Support Obligation Worksheet – Joint Physical Custody (Utah Code 78B-12-301 and 302)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	---

Write the names of the parents: _____ **COMBINED**
(name: parent 1) (name: parent 2)

1. Enter the # of natural and adopted children of these parents for whom support is to be awarded.			
2a. Enter the parents' gross monthly income. Refer to Instructions for definition of income.	\$	\$	
2b. Enter previously ordered alimony that is actually paid. (Do not enter alimony ordered for this case.)	-	-	

2c. Enter previously ordered child support. (Do not enter obligations ordered for the children in Line 1.)	-	-	
2d. OPTIONAL: Enter the amount from Line 12 of the Children in Present Home Worksheet for either parent.	-	-	
3. Subtract Lines 2b, 2c, and 2d from 2a. This is the Adjusted Gross Income for child support purposes.	\$	\$	\$
4. Take the COMBINED figure in Line 3 and the number of children in Line 1 to the Support Table. Enter the Combined Support Obligation here.			\$
5. Divide each parent's adjusted monthly gross in Line 3 by the COMBINED adjusted monthly gross in Line 3.		%	%
6. Multiply Line 4 by Line 5 for each parent to obtain each parent's share of the Base Support Obligation.	\$	\$	
7. Enter the number of overnights the children will spend with each parent. (They must total 365). Each parent must have at least 111 overnights to qualify for Joint Physical Custody (U.C.A. 78B-12-208).			365
7b. Identify the parent who has the child the lesser number of overnights, and continue the rest of the calculation for them. You will be making adjustments to the net amount owed by this parent.	<u>(Name of parent with lesser number of overnights)</u>		
8a. For the parent who has the child the lesser number of overnights multiply the number of overnights that are greater than 110 but less than 131 by .0027 to obtain a resulting figure and enter in the space to the right.			
8b. Multiply the result on Line 8a by the Combined Support Obligation on Line 4 for this parent and enter the number in the space to the right.	\$		
8c. Subtract the respective dollar amount on Line 8b from this parent's share of the Base Support Obligation found in the column for this parent on Line 6 to determine the amount as indicated by U.C.A. 78B-12-208 (3)(a) and enter the amount in the space to the right.	\$		
9a. Additional calculation necessary if both parents have the child for 131 overnights or more (Otherwise go to Line 10): For the parent who has the child the lesser number of overnights multiply the number of overnights that exceed 130 (131 overnights or more) by .0084 to obtain a resulting figure and enter it in the space to the right.			
9b. Multiply the result on Line 9a by the Combined Support Obligation on Line 4 for this parent and enter each in the space to the right.	\$		
9c. Subtract this parent's dollar amount on Line 9b from their respective amount as identified on Line 8c to	\$		

determine the amount as indicated by U.C.A. 78B-12-208 (3)(b) and enter the amount in the space to the right. Go to Line 10.	
10. BASE CHILD SUPPORT AWARD: If the result in Line 9c. is > 0, then this parent is the one who must pay child support(and the other parent is entitled to receive child support). Enter the amount in Line 9c here. This is the amount owed by this parent to the receiving parent all 12 months of the year. If the result in Line 9c is < 0, then this parent is the one who must pay child support(and the other parent is entitled to receive child support). Enter the absolute value of the result in Line 9c here. This is the amount owed to this parent by the paying parent all 12 months of the year.	\$

11. Who must pay child support?

- Parent 1
- Parent 2
- Both

12. Is the support award the same as the guideline amount in Line 10?

- Yes No

If YES, you are done with this section. Complete the Certificate of Service.

If NO, enter the amount ordered:

- Parent 1 \$ _____
- Parent 2 \$ _____

13. What were the reasons stated by the court for the deviation?

- property settlement
- excessive debts of the marriage
- absence of need of the parent to receive child support
- other: _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Child Support Obligation Worksheet on the following people.

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

Date

Signature ► _____

Printed Name _____

INSTRUCTIONS FOR THE JOINT PHYSICAL CUSTODY WORKSHEET

Line 1. Enter the number of natural and adopted children of the parents for whom support is to be determined. Do not include any children of either parent by another partner on this line. If a child for whom support is to be determined is an unemancipated minor who does not live with his parents, use the total number of children, including the unemancipated minor, by that set of parents for Line 1.

Line 2a. Enter each parent's gross monthly income. U.C.A. 78B-12-203(1) states: "As used in the guidelines, 'gross income' includes prospective income from any source, including earned and nonearned income sources which may include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from 'nonmeans-tested' government programs."

U.C.A. 78B-12-203(2) states: "Income from earned income sources is limited to the equivalent of one full-time 40-hour job." Refer to U.C.A. 78B-12-203 for additional information about determining gross income.

U.C.A. 78B-12-203(3) says: "specifically excluded from gross income are:

- (a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
- (b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
- (c) other similar means-tested welfare benefits received by a parent.

All income must be verified. Verification includes: year to date pay stubs, employer statements or records, the last year's tax return and documentation of non-earned income appropriate to the source.

Line 2b. Enter the amount of alimony either parent is court ordered to pay and actually pays to a former spouse [U.C.A. 78B-12-204(1)]. Do not include alimony payments for this case. Alimony payments must be verified. Cancelled checks or a statement from the recipient of the alimony may be accepted as verification.

Line 2c. Enter the amount of any child support orders either parent is ordered to pay for children by another partner [(U.C.A. 78B-12-204(1)].

A copy of the order is required for verification.

Line 2d. U.C.A. 78B-12-210(6) states: “(a) Natural or adoptive children of either parent who live in the home of that parent and are not children in common to both parties may at the option of either party be taken into account under the guidelines in setting a child support award, as provided in Subsection (7); (b) Additional worksheets shall be prepared that compute the base child support award of the respective parents for the additional children. The base child support award shall then be subtracted from the appropriate parent's income before determining the award in the instant case.

U.C.A. 78B-12-210 (7) states: “In a proceeding to adjust or modify an existing award, consideration of natural or adoptive children born after entry of the order and who are not in common to both parties may be applied to mitigate an increase in the award but may not be applied: (a) for the benefit of the obligee [the parent who receives child support] if the credit would increase the support obligation of the obligor [the parent who must pay child support] from the most recent order; or (b) for the benefit of the obligor [parent who must pay child support] if the amount of support received by the obligee [the parent who receives child support] would be decreased from the most recent order.”

Line 3. Complete the calculation as directed.

Line 4. The amount on the "Combined Child Support Obligation Table" shows the amount BOTH parents combined should contribute for the support of their child(ren).

Line 5. Calculate each parent's share of the amount in Line 4 as a percentage figure.

Line 6. Calculate each parent's share of the amount in Line 4 as a dollar amount.

Line 7. This is the total number of overnights the children will have with each parent. Each parent must have at least 111 overnights to qualify for Joint Physical Custody (U.C.A. 78-12-208).

Line 7b. The rest of the calculation will be made for the parent who has the child(ren) the lesser number of overnights. So identify this parent here and continue the calculation for only this parent.

Line 8a. Complete the calculation as directed. This is the mathematical figure that will be used to reduce the base support obligation for overnights totaling between 110 and 131 [U.C.A. 78B-12-208 (3) (a)].

Line 8b. Complete the calculation as directed. This is the combined support obligation as a dollar figure for this parent.

- Line 8c. Complete the calculation as directed. This is this parent's share of the base support obligation as a dollar figure.
- Line 9a. If both parents have the child for 131 overnights or more, then continue the calculation as directed. This is the mathematical figure that will be used to reduce the base support obligation for any overnights greater than 130 that the child(ren) have with the parent who has the child(ren) the lesser number of overnights [U.C.A. 78B-12-208 (3) (b)]. Otherwise go to Line 10.
- Line 9b. Complete the calculation as directed. This is the combined support obligation as dollar figure for this parent.
- Line 9c. Complete the calculation as directed. This is this parent's share of the base support obligation as a dollar figure.
- Line 10. Designate which parent must pay support and the support amount by completing the calculation as directed. The Base Child Support Award is the amount the paying parent pays to the receiving parent all 12 months of the year. See the Insurance Premium and Child Care Adjustment Worksheet to determine how the insurance premiums and child care expenses may change the amount the paying parent pays to the receiving parent.
- Line 11. Designate which parent must pay support.
- Line 12. Complete Line 12 to indicate if the amount ordered deviates from the guideline amount in Line 10.
- Line 13. Complete Line 13 if the paying parent will not be ordered to pay the guideline amount from either the "Combined Child Support Obligation Table" or the "Low Income Table."

Name

Address

City, State, Zip

Phone

Email

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

- 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 #: _____)
 Intervenor
 Intervenor's Attorney (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>Child Support Obligation Worksheet – Sole Physical Custody (Utah Code 78B-12-301 and 302)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

Write the names of the parents: _____ **COMBINED**
(name: parent 1) (name: parent 2)

1. Enter the # of natural and adopted children of these parents for whom support is to be awarded.			
2a. Enter the parents' gross monthly income. Refer to Instructions for definition of income.	\$	\$	
2b. Enter previously ordered alimony that is actually paid. (Do not enter alimony ordered for this case.)	-	-	

2c. Enter previously ordered child support. (Do not enter obligations ordered for the children in Line 1.)	-	-	
2d. OPTIONAL: Enter the amount from Line 12 of the Children in Present Home Worksheet for either parent.	-	-	
3. Subtract Lines 2b, 2c, and 2d from 2a. This is the Adjusted Gross Income for child support purposes.	\$	\$	\$
4. Take the COMBINED figure in Line 3 and the number of children in Line 1 to the Support Table. Find the Base Combined Support Obligation. Enter it here.			\$
5. Divide each parent's adjusted monthly gross in Line 3 by the COMBINED adjusted monthly gross in Line 3.		%	%
6. Multiply Line 4 by Line 5 for each parent to obtain each parent's share of the Base Support Obligation.	\$	\$	
7. BASE CHILD SUPPORT AWARD: Bring down the amount(s) from Line 6 or enter the amount(s) from the Low Income table per U.C.A. 78B-12-205. The parent(s) without physical custody of the child(ren) pay(s) the amount(s) all 12 months of the year.	\$	\$	

8. Who must pay child support?

- Parent 1
 Parent 2
 Both

9. Is the support award the same as the guideline amount in Line 10?

- Yes No

If YES, you are done with this section. Complete the Certificate of Service.

If NO, enter the amount ordered:

- Parent 1 \$ _____
 Parent 2 \$ _____

10. What were the reasons stated by the court for the deviation?

- property settlement
 excessive debts of the marriage
 absence of need of the parent to receive child support
 other: _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Child Support Obligation Worksheet on the following people.

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

_____ Signature ► _____
 Date _____
 Printed Name _____

INSTRUCTIONS FOR THE SOLE PHYSICAL CUSTODY WORKSHEET

Line 1. Enter the number of natural and adopted children of the parents for whom support is to be determined. Do not include any children of either parent by another partner on this line. If a child for whom support is to be determined is an unemancipated minor who does not live with his parents, use the total number of children, including the unemancipated minor, by that set of parents for Line 1.

Line 2a. Enter each parent's gross monthly income. U.C.A. 78B-12-203(1) states: "As used in the guidelines, 'gross income' includes prospective income from any source, including earned and nonearned income sources which may include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from 'nonmeans-tested' government programs."

U.C.A. 78B-12-203(2) states: "Income from earned income sources is limited to the equivalent of one full-time 40-hour job." Refer to U.C.A. 78B-12-203 for additional information about determining gross income.

U.C.A. 78B-12-203(3) says: "specifically excluded from gross income are:

- (a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
- (b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
- (c) other similar means-tested welfare benefits received by a parent.

All income must be verified. Verification includes: year to date pay stubs, employer statements or records, the last year's tax return and documentation of non-earned income appropriate to the source.

Line 2b. Enter the amount of alimony either parent is court ordered to pay and actually pays to a former spouse [U.C.A. 78B-12-204(1)]. Do not include alimony payments for this case. Alimony payments must be verified. Canceled checks or a statement from the recipient of the alimony may be accepted as verification.

Line 2c. Enter the amount of any child support orders either parent is ordered to pay for children by another partner [(U.C.A. 78B-12-204(1)].

A copy of the order is required for verification.

Line 2d. U.C.A. 78B-12-210(6) states: “(a) Natural or adoptive children of either parent who live in the home of that parent and are not children in common to both parties may at the option of either party be taken into account under the guidelines in setting a child support award, as provided in Subsection (7); (b) Additional worksheets shall be prepared that compute the base child support award of the respective parents for the additional children. The base child support award shall then be subtracted from the appropriate parent's income before determining the award in the instant case.

U.C.A. 78B-12-210 (7) states: “In a proceeding to adjust or modify an existing award, consideration of natural or adoptive children born after entry of the order and who are not in common to both parties may be applied to mitigate an increase in the award but may not be applied: (a) for the benefit of the obligee [the parent who receives child support] if the credit would increase the support obligation of the obligor [the parent who must pay child support] from the most recent order; or (b) for the benefit of the obligor [parent who must pay child support] if the amount of support received by the obligee [the parent who receives child support] would be decreased from the most recent order.”

Line 3. (See U.C.A. 78B-12-205) If the parent who must pay child support's income is over \$1,050 complete the calculation as directed. If the parent who must pay child support's income is \$650 to \$1,050 then calculate the child support award using the "Combined Child Support Obligation Table" and the "Low Income Table." The child support award will be the lesser of the two amounts. Enter the lesser of the two amounts on Line 7. If the parent who must pay child support's income is \$649 or less, the court may determine the child support amount, but the amount may not be less than \$30; refer to U.C.A. 78B-12-205(6).

Line 4. The amount on the "Combined Child Support Obligation Table" shows the amount BOTH parents combined should contribute for the support of their children.

Line 5. Calculate each parent's share of the amount in Line 4 as a percentage figure.

Line 6. Calculate each parent's share of the amount in Line 4 as a dollar amount.

Line 7. The Base Child Support Award is the amount the parent who must pay child support pays to the parent who receives child support. This is the amount the parent(s) without physical custody of the child(ren) pays all 12 months of the year.

Line 8. Designate which parent or parents have a support obligation based on this worksheet.

Line 9. Complete Line 9 to indicate if the amount ordered deviates from the guideline amount in Line 7.

Line 10. Complete Line 10 if the parent who must pay child support will not be ordered to pay the guideline amount from either the "Combined Child Support Obligation Table," "Low Income Table" or in accordance with U.C.A. 78B-12-205.

Name

Address

City, State, Zip

Phone

Email

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

- 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 #: _____)
 Intervenor
 Intervenor's Attorney (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>Child Support Obligation Worksheet – Split Custody (Utah Code 78B-12-301 and 302)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

Write the names of the parents: _____ **COMBINED**
(name: parent 1) (name: parent 2)

1. Enter the # of natural and adopted children of these parents for whom support is to be awarded.			
2. Divide the number of children with each parent by the combined number of children listed in Line 1.		%	%
3a. Enter the parent's gross monthly income. Refer to Instructions for definition of income.	\$	\$	

3b. Enter previously ordered alimony that is actually paid. (Do not enter alimony ordered for this case.)	-	-	
3c. Enter previously ordered child support. (Do not enter obligations ordered for the children in Line 1.)	-	-	
3d. OPTIONAL: Enter the amount from Line 12 of the Children in Present Home Worksheet for either parent.	-	-	
4. Subtract Lines 3b, 3c, and 3d from 3a. This is the Adjusted Gross Income for child support purposes.	\$	\$	\$
5. Take the COMBINED figure in Line 4 and the number of children in Line 1 to the Support Table. Find the Base Combined Support Obligation. Enter it here.			\$
6. Divide each parent's adjusted monthly gross in Line 4 by the COMBINED adjusted monthly gross in Line 4.		%	%
7. Multiply Line 5 by Line 6 for each parent to obtain each parent's share of the Base Support Obligation.	\$	\$	
8. Multiply the parent 1's Line 7 by parent 2's Line 2. This is parent 1's obligation to parent 2	\$		
9. Multiply parent 2's Line 7 by parent 1's Line 2. This is parent 2's obligation to parent 1.		\$	
10. BASE CHILD SUPPORT AWARD: Subtract the lesser amount from the greater amount of Lines 8 and 9. This is the amount the parent who must pay child support pays to the parent who receives child support all 12 months of the year.	\$		

11. Who must pay child support?

- Parent 1
 Parent 2
 Both

12. Is the support award the same as the guideline amount in Line 10?

- Yes No

If YES, you are done with this section. Complete the Certificate of Service.

If NO, enter the amount ordered:

- Parent 1 \$ _____
 Parent 2 \$ _____

13. What were the reasons stated by the court for the deviation?

- property settlement
- excessive debts of the marriage
- absence of need of the parent to receive child support
- other: _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Child Support Obligation Worksheet on the following people.

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

_____ Signature ► _____
 Date _____
 Printed Name _____

INSTRUCTIONS FOR THE SPLIT CUSTODY WORKSHEET

Line 1. Enter the number of natural and adopted children of the parents for whom support is to be determined. Do not include any children of either parent by another partner this line. If a child for whom support is to be determined is an unemancipated minor who does not live with his parents, use the total number of children, including the unemancipated minor, by that set of parents for Line 1.

Line 2. Complete the computation as directed.

Line 3a. Enter each parent's gross monthly income. U.C.A. 78B-12-203(1) states: "As used in the guidelines, 'gross income' includes prospective income from any source, including earned and nonearned income sources which may include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from 'nonmeans-tested' government programs."

U.C.A. 78B-12-203(2) states: "Income from earned income sources is limited to the equivalent of one full-time 40-hour job." Refer to U.C.A. 78B-12-203 for additional information about determining gross income.

U.C.A. 78B-12-203(3) says: "specifically excluded from gross income are:
(a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
(b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
(c) other similar means-tested welfare benefits received by a parent.

All income must be verified. Verification includes: year to date pay stubs, employer statements or records, the last year's tax return and documentation of non-earned income appropriate to the source.

Line 3b. Enter the amount of alimony either parent is court ordered to pay and actually pays to a former spouse [U.C.A. 78B-12-204(1)]. Do not include alimony payments for this case. Alimony payments must be verified. Cancelled checks or a statement from the recipient of the alimony may be accepted as verification.

Line 3c. Enter the amount of any child support orders either parent is ordered to pay for children by another partner [(U.C.A. 78B-12-204(1)].

A copy of the order is required for verification.

Line 3d. U.C.A. 78B-12-210(6) states: “(a) Natural or adoptive children of either parent who live in the home of that parent and are not children in common to both parties may at the option of either party be taken into account under the guidelines in setting a child support award, as provided in Subsection (7); (b) Additional worksheets shall be prepared that compute the base child support award of the respective parents for the additional children. The base child support award shall then be subtracted from the appropriate parent's income before determining the award in the instant case.

U.C.A. 78B-12-210 (7) states: “In a proceeding to adjust or modify an existing award, consideration of natural or adoptive children born after entry of the order and who are not in common to both parties may be applied to mitigate an increase in the award but may not be applied: (a) for the benefit of the obligee [the parent who receives child support] if the credit would increase the support obligation of the obligor [the parent who must pay child support] from the most recent order; or (b) for the benefit of the obligor [parent who must pay child support] if the amount of support received by the obligee [the parent who receives child support] would be decreased from the most recent order.”

Line 4. Complete the calculation as directed.

Line 5. The amount on the "Combined Child Support Obligation Table" shows the amount BOTH parents combined should contribute for the support of their children.

Line 6. Calculate each parent's share of the amount in Line 5 as a percentage figure.

Line 7. Calculate each parent's share of the amount in Line 5 as a dollar amount.

Line 8. Complete the calculation as directed. This is Parent 1's obligation to Parent 2.

Line 9. Complete the calculation as directed. This is Parent 2's obligation to Parent 1.

Line 10. The Base Child Support Award is the amount the parent who must pay child support pays to the parent who receives child support

Line 11. Designate which parent must pay support.

Line 12. Complete Line 12 to indicate if the amount ordered deviates from the guideline amount in Line 10.

Line 13. Complete Line 13 if the parent who must pay child support will not be ordered to pay the guideline amount from either the "Combined Child Support Obligation Table" or the "Low Income Table."

Name

Address

City, State, Zip

Phone

Email

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

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 _____

	Acceptance of Service (Utah Rule of Civil Procedure 4(d)(3))
_____ Plaintiff/Petitioner	_____ Case Number
v.	_____ Judge
_____ Defendant/Respondent	_____ Commissioner (domestic cases)

1. I received and accept service of the following documents in this case (Choose all that apply.):

- Summons
- Complaint or Petition
- Amended Complaint or Petition

- Parenting Plan
- Notice of Divorce Education Requirements

Notice of URCP 26.1 Disclosure and Discovery Requirements in Domestic Relations Actions

Notice of URCP 26.3 Disclosure Requirements in Unlawful Detainer Actions

Other: _____ (describe)

2. I understand that service is effective on the date I sign this document.

3. I know I can still respond to the complaint or petition in this case.

4. If other documents in this case need to be served on me they can be sent to: _____ (physical address or email address).

Plaintiff/Petitioner or Defendant/Respondent

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

Signed at _____ (city, and state or country).

Date

Signature ► _____
Printed Name _____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

Date

Signature ► _____
Printed Name _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Acceptance of Service on the following people.

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

_____ Signature ► _____
 Date Printed Name _____

Affidavit for Filing an Out-of-State

Case Number: _____
County: _____

District: _____
State: Utah
Judge: _____
Commissioner: _____

Protective Order

(Utah Code 78B-7-301 to 310)

Petitioner (person asking for protection):

First Name Middle Last Date of Birth

Other people protected by this order
(relatives or people who live with you):

Address and phone # (to keep private, leave blank):

Name Age Relationship to Petitioner

Street

City --- State --- Zip

Respondent (person you need to be protected from):

First Name Middle Last Date of Birth

Address

Street Sex Race

City --- State --- Zip Phone Number

I swear that:

- I have attached a certified copy of a protective order issued in (State): _____
- To the best of my knowledge, the Respondent was personally served a copy of this order.
- To the best of my knowledge, the protective order is now valid as written.
- The protective order expires on _____. (Write NONEXP if there is no expiration date).

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

Signed at _____ (city, and state or country).

Date Signature ▶ Printed Name

«SET PN1 TO "1"»«IF VALUE(preparer_selection) = "Pet" AND (YEARS FROM(VALUE(pet_dob), TODAY) >= 18 OR YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Married" OR YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Emancipated" OR YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "UIFSA")»
«pet_name» Online Court Assistance Program
 «IF VALUE(pet_address_protect_yes_no) = FALSE»«**pet_street**»«ELSE»**Protected Address**«END IF»
 «IF VALUE(pet_address_protect_yes_no) = FALSE»«IF ANSWERED(pet_city)»«**pet_city**», «END IF»«IF pet_address_usa_yes_no = TRUE AND ANSWERED(pet_state)»«**pet_state**» «END IF»«IF pet_address_usa_yes_no = FALSE»«IF ANSWERED(pet_ward_province)»«**pet_ward_province**», «END IF»«IF ANSWERED(pet_country)»«**pet_country**» «END IF»«END IF»«**pet_zip**»«ELSE»«END IF»
 «IF VALUE(pet_address_protect_yes_no) = FALSE AND ANSWERED(pet_phone)»«**pet_phone**»«ELSE»«END IF»
 «IF VALUE(pet_address_protect_yes_no) = FALSE AND ANSWERED(pet_email)»«**pet_email**»«ELSE»«END IF» **Check your email.** You will receive information and documents at this email address.

I am the Petitioner

«END IF»«SET PN1 TO "1"»«IF VALUE(preparer_selection) = "Pet" AND (YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Minor")»
«preparer_name» Online Court Assistance Program
 «IF YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Minor" AND VALUE(pet_guardian_status) = "GAL" AND VALUE(preparer_atty_yes_no) = "Yes"»«**lb**»«**preparer_atty_bar_num**»«END IF»
«preparer_street»
«preparer_city», «preparer_state» «preparer_zip»
 «IF ANSWERED(preparer_phone)»«**preparer_phone**»«ELSE»«END IF»
 «IF ANSWERED(preparer_email)»«**preparer_email**»«ELSE»«END IF» **Check your email.** You will receive information and documents at this email address.
 «IF YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Minor" AND VALUE(pet_guardian_status) = "GAL"»

Guardian ad Litem for Petitioner

«END IF»
 «END IF»
 «IF VALUE(preparer_selection) = "Paralegal" OR VALUE(preparer_selection) = "Attorney"»
 «IF ANSWERED(preparer_name)»«**preparer_name**»«END IF» Online Court Assistance Program
 «IF ANSWERED(preparer_street)»«**preparer_street**»«END IF»

«IF ANSWERED(preparer_city)»«preparer_city», «END IF»«IF ANSWERED(preparer_state)»«preparer_state» «END IF»«IF ANSWERED(preparer_zip)»«preparer_zip»«END IF»
 «IF ANSWERED(preparer_phone)»«preparer_phone»«END IF»
 «IF ANSWERED(preparer_email)»
 «preparer_email»
 «END IF»
 «IF VALUE(preparer_selection) = "Attorney"»

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

I am Petitioner's Attorney (Utah Bar # «preparer_bar_num»)
 «END IF»
 «IF VALUE(preparer_selection) = "Paralegal"»

I am Petitioner's Licensed Paralegal Practitioner (Utah Bar # «preparer_bar_num»)
 «END IF»
 «END IF»

In the District Court of Utah
 «court_district» Judicial District, «court_county» County
 «court_address»

<p>«IF YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Minor" AND VALUE(pet_guardian_status) != "GAL"» «preparer_name» Guardian for «END IF» «pet_name» «IF YEARS FROM(VALUE(pet_dob), TODAY) < 18 AND VALUE(pet_under_18) = "Minor"» (a person under 18 years of age) «END IF» Petitioner</p> <p>v.</p> <p>«res_name» «IF YEARS FROM(VALUE(res_dob), TODAY) < 18» (a person under 18 years of age) «END IF» Respondent «IF VALUE(ors_intervenor_yes_no) = TRUE»</p> <p>Office of Recovery Services Dept. of Human Services, State of Utah Intervenor «END IF»</p>	<p>Declaration of Unmarried Father (Utah Code 78B-6-110, 120, 121, and 122)</p> <p>Case Number: «IF ANSWERED(case_num)»«case_num»«.lb»«END IF»«IF NOT ANSWERED(case_num)»_____«.lb»«END IF»</p> <p>Judge: «IF ANSWERED(judge)»«judge»«.lb»«END IF»«IF NOT ANSWERED(judge)»_____«.lb»«END IF»</p> <p>Commissioner: «IF ANSWERED(commissioner)»«commissioner»«.lb»«END IF»«IF NOT ANSWERED(commissioner)»_____«.lb»«END IF»</p>
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«pet_name», being first duly sworn and under oath, states as follows:

1. This affidavit is being file with the Court pursuant to Utah Code 78B-6-110, 120, 121, and 122.
2. I believe that I am the father of the children who are the subject of this parentage action for paternity.
3. I am fully able and willing to have full custody of the children.
4. My plans to care for the children are as follows:

«unmarried_father_plans»
5. I agree to pay the amount of child support ordered by the court for me to pay.
6. I agree to pay the amount of expenses incurred with **«res_name_possessive»** pregnancy and the birth of our child(ren).

«IF VALUE(preparer_selection) = "Pet" OR (VALUE(preparer_selection) = "Pet" AND YEARS FROM(pet_dob, TODAY) >= 18 OR YEARS FROM(pet_dob, TODAY) < 18 AND pet_under_18 = "Married" OR YEARS FROM(pet_dob, TODAY) < 18 AND pet_under_18 = "Emancipated" OR YEARS FROM(pet_dob, TODAY) < 18 AND pet_under_18 = "UIFSA") OR (VALUE(preparer_selection) = "Paralegal" AND VALUE(preparer_status_selection) = "Docs")»

I declare under criminal penalty under the law of Utah that everything stated in this document is true.
Signed at: **«signature_city»**, **«signature_state_country»**

«signature_date»	Signature	«IF (VALUE(service_rule_5_selection) = "Email" OR VALUE(filing_method_selection) = "Email") AND ANSWERED(pet_email_signature)» «pet_email_signature» «END IF»
Date		«pet_name»

«END IF»
«IF ((VALUE(preparer_selection) = "Paralegal" AND VALUE(preparer_status_selection) = "Case") OR VALUE(preparer_selection) = "Attorney") OR (VALUE(preparer_selection) = "Pet" AND YEARS FROM(pet_dob, TODAY) < 18 AND pet_under_18 = "Minor")»
«IF VALUE(preparer_selection) = "Attorney"»**Attorney of record**«END IF»«IF VALUE(preparer_selection) = "Paralegal" AND VALUE(preparer_status_selection) = "Case"»**Licensed Paralegal Practitioner of record**«END IF»«IF VALUE(preparer_selection) = "Pet" AND YEARS FROM(pet_dob, TODAY) < 18 AND pet_under_18 = "Minor"»**Guardian for «pet_name», a minor child**«END IF»

«signature_date»

Sign here

«IF (VALUE(service_rule_5_selection) = "Email"
OR VALUE(filing_method_selection) = "Email")
AND
ANSWERED(preparer_email_signature)»«preparer_email_signature»«END IF»
«preparer_name»

Date

«END IF»

Certificate of Service

I certify that I filed with the court and am serving a copy of this Declaration of Unmarried Father on the following people.

Person's Name	Service Method	Service Address	Service Date
«IF VALUE(res_atty_yes_no) = FALSE AND VALUE(res_LPP_yes_no) = FALSE»			
«res_name» Respondent	«IF VALUE(service_rule_5_selection) = "Mail"» Mail «END IF» «IF VALUE(service_rule_5_selection) = "Hand"» Hand Delivery «END IF» «IF VALUE(service_rule_5_selection) = "Email"» Email «END IF»	«IF VALUE(service_rule_5_selection) = "Mail" OR VALUE(service_rule_5_selection) = "Hand"» «IF ANSWERED(res_street)»«res_street»«.lb»«E ND IF» «IF VALUE(res_address_yes_no) = TRUE»«res_cc»«END IF»«IF VALUE(res_address_usa_yes_no) = TRUE AND ANSWERED(res_state)»«res_state»«END IF»«IF ANSWERED(res_ward_province)»«res_ward _province», «END IF»«IF ANSWERED(res_country)»«res_country»«E ND IF»«IF ANSWERED(res_zip)» «res_zip»«END IF»«END IF» «IF VALUE(service_rule_5_selection) = "Email"» «res_email» «END IF»	«IF ANSWERED(service_rule_5_date)»«service _rule_5_d ate»«END IF»

«END IF»
 «IF VALUE(res_atty_yes_no) = TRUE»

<p>«res_atty_name» Attorney for «res_name»</p>	<p>«IF VALUE(service_rule_5_selection) = "Mail"» Mail «END IF» «IF VALUE(service_rule_5_selection) = "Hand"» Hand Delivery «END IF» «IF VALUE(service_rule_5_selection) = "Email"» Email «END IF»</p>	<p>«IF VALUE(service_rule_5_selection) = "Mail" OR VALUE(service_rule_5_selection) = "Hand"» «IF ANSWERED(res_atty_law_firm)»«res_atty_la w_firm»«.lb»«END IF»«IF ANSWERED(res_atty_street)»«res_atty_stre et»«.lb»«END IF»«IF ANSWERED(res_atty_city)»«res_atty_city», «END IF»«IF ANSWERED(res_atty_state)»«res_atty_state » «END IF»«IF ANSWERED(res_atty_zip)»«res_atty_zip»«E ND IF»«END IF» «IF VALUE(service_rule_5_selection) = "Email" AND ANSWERED(res_atty_email)» «res_atty_email» «END IF»</p>	<p>«IF ANSWERED(service_r ule_5_date)»«service _rule_5_d ate»«END IF»</p>
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«END IF»
«IF VALUE(res_LPP_yes_no) = TRUE»

<p>«res_LPP_name» Licensed Paralegal Practitioner for «res_name»</p>	<p>«IF VALUE(service_rule_5_selection) = "Mail"» Mail «END IF» «IF VALUE(service_rule_5_selection) = "Hand"» Hand Delivery «END IF» «IF VALUE(service_rule_5_selection) = "Email"» Email «END IF»</p>	<p>«IF VALUE(service_rule_5_selection) = "Mail" OR VALUE(service_rule_5_selection) = "Hand"» «IF ANSWERED(res_LPP_firm)»«res_LPP_firm» «.lb»«END IF»«IF ANSWERED(res_LPP_street)»«res_LPP_stre et»«.lb»«END IF»«IF ANSWERED(res_LPP_city)»«res_LPP_city», «END IF»«IF ANSWERED(res_LPP_state)»«res_LPP_stat e» «END IF»«IF ANSWERED(res_LPP_zip)»«res_LPP_zip»« END IF»«END IF» «IF VALUE(service_rule_5_selection) = "Email" AND ANSWERED(res_LPP_email)» «res_LPP_email» «END IF»</p>	<p>«IF ANSWERED(service_r ule_5_date)»«service _rule_5_d ate»«END IF»</p>
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«END IF»
«IF VALUE(ors_intervenor_yes_no) = TRUE OR VALUE(ocrorsyn) = TRUE»

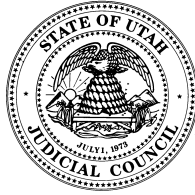
<pre>«IF ANSWERED(ocrorsname)»«ocrorsname» Utah Assistant Attorney General «END IF» Office of the Attorney General – Child & Family Support</pre>	<pre>«IF VALUE(service_rule_5_selection) = “Mail”» Mail «END IF» «IF VALUE(service_rule_5_selection) = “Hand”» Hand Delivery «END IF» «IF VALUE(service_rule_5_selection) = “Email”» Email «END IF»</pre>	<pre>«IF VALUE(ocrorsyn) = TRUE»«IF ANSWERED(ocrorsstreet)»«ocrorsstreet»«.lb »«END IF»«IF ANSWERED(ocrorscity)»«ocrorscity», «END IF» «IF ANSWERED(ocrorsstate)»«ocrorsstate»«EN D IF» «IF ANSWERED(ocrorszip)»«ocrorszip»«END IF»«ELSE»«IF ANSWERED(ors_address)»«ors_address»«E ND IF»«END IF»</pre>	<pre>«IF ANSWERED(service_rule_5_date)»«service_rule_5_date»«END IF»</pre>
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«END IF»
«IF VALUE(ocrgalyn) = TRUE»
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<pre>«IF ANSWERED(ocrgalname)»«ocrgalname» «END IF» Guardian ad Litem</pre>	<pre>«IF VALUE(service_rule_5_selection) = “Mail”» Mail «END IF» «IF VALUE(service_rule_5_selection) = “Hand”» Hand Delivery «END IF» «IF VALUE(service_rule_5_selection) = “Email”» Email «END IF»</pre>	<pre>«IF ANSWERED(ocrgalfirm)»«ocrgalfirm»«.lb»«E ND IF»«IF ANSWERED(ocrgalstreet)»«ocrgalstreet»«.lb »«END IF»«IF ANSWERED(ocrgalcity)»«ocrgalcity», «END IF» «IF ANSWERED(ocrgalstate)»«ocrgalstate»«EN D IF» «IF ANSWERED(ocrgalzip)»«ocrgalzip»«END IF»</pre>	<pre>«IF ANSWERED(service_rule_5_date)»«service_rule_5_date»«END IF»</pre>
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«END IF»
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«IF VALUE(preparer_selection) = “Pet” OR (VALUE(preparer_selection) = “Paralegal” AND
VALUE(preparer_status_selection) = “Docs”)»
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Administrative Office of the Courts

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

June 7, 2021

Hon. Mary T. Noonan
State Court Administrator
Catherine J. Dupont
Deputy Court Administrator

MEMORANDUM

TO: Forms Committee

FROM: Nathanael Player

RE: Requested changes to OCAP provisions

Waine Riches, our OCAP contractor, proposes two revisions to OCAP provisions. Both changes related to language in the divorce and custody interviews. The Family Law Forms Subcommittee has reviewed these proposed revisions and recommends them for approval.

The first change addresses problem with OCAP filings being rejected for incomplete information. This can occur when:

- Parents agree to joint custody,
- One or both parents receive public assistance, and
- Parents stipulate to deviated child support

Courts reject these filings because the OCAP papers do not include the guideline amount in the income provisions of the parents. The proposal is to include the language below when parents choose the joint custody option in OCAP:

Jane Does's gross monthly income for child support purposes is \$2,344.00. Her guideline child support amount using the joint custody calculation is \$22.00 per month. She receives the following gross monthly income

This language tracks very closely to language that is already approved and used frequently in OCAP. The language is slightly different than what we use elsewhere in OCAP in that the language above uses "guideline" instead of "base."

The second change is also related to public benefits. In the OCAP provisions detailing whether ORS should be notified of the action, OCAP traditionally omitted any mention of public benefits such as SSI, SSDI, Housing Assistance and others. ORS typically never joins when only these benefits are involved. However, judges have requested the inclusion of this language to know

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

whether or not ORS should have been given notice in a case. OCAP did mention these other benefits when discussing income. The proposed new language is below:

Jane Doe has received or is receiving public benefits from a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP, General Assistance, or other similar means-tested welfare benefits. This income does not count for child support purposes. (Utah Code 78B-12-203(3))