

Agenda Committee on Court Forms

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

April 11, 2022 / 12:00 to 2:00 p.m.
Virtual Meeting

<https://utcourts.webex.com/utcourts/j.php?MTID=m15cbd01f19d4f764cae816aaac21cff>

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| 1. Welcome and approval of February meeting minutes | Randy Dryer |
| 2. Farewell to Mary Westby, Judge Elizabeth Lindsley, and Kara Mann | Randy Dryer |
| 3. Review of electronic voting and other form business <ul style="list-style-type: none"> • Translation of Notice of Safeguarded Information and Notice of Safeguarded Information (Juvenile) into Spanish • Memo asking for authority to allow OCAP to collect VIN numbers and add them to petition, Findings of Facts and Conclusions of Law, and Decree in divorce cases • New LPP-approved forms approved by Judicial Council | Kaden Taylor |
| Rule (effective 5/1/22) and Legislative Updates (effective 5/4/22) | |
| <p>RGLPP 15-701 expands LPP practice areas to include name/gender change petitions and common law marriage.</p> 4. Minor name/sex change forms <ul style="list-style-type: none"> • Petition for Minor’s Name Change and Sex Change • Summons – In Utah (Minor’s Name or Sex Change) • Summons – Outside Utah (Minor’s Name or Sex Change) • Consent to Petition for Minor’s Name and Sex Change) • Notice of Hearing on Petition for Minor’s Name and Sex Change • Order Changing Minor’s Name and Sex Change • Application for Appointment of Guardian ad Litem • Order Appointing Guardian ad Litem • Probate Cover Sheet | Nathanael Player |
| 5. Fee Waiver Forms - SB 87 <ul style="list-style-type: none"> • Motion and Order to Waive Fees • Motion and Order to Waive Fees – Juvenile Court | Nathanael Player |

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| <p>6. Protective Orders</p> <ul style="list-style-type: none"> • Request for Civil Stalking Injunction - SB 217 • Cohabitant Protective Orders - HB 175 <ul style="list-style-type: none"> ○ Request for Protective Order ○ Temporary Protective Order ○ Protective Order • Dating Violence Protective Order - HB 175 <ul style="list-style-type: none"> ○ Request for Dating Violence Protective Order ○ Temporary Dating Violence Protective Order ○ Dating Violence Protective Order | <p>Nathanael Player</p> |
| <p>7. Changes to OCAP Provisions on Parent-time - SB 243</p> | <p>Nathanael Player</p> |
| <p>8. Financial Declaration for Restitution - HB 229</p> | <p>Nathanael Player</p> |
| <p>9. Cover Sheets - HB 392</p> <ul style="list-style-type: none"> • Utah District Court Cover Sheet for All Civil Actions Except Probate Cases • Utah Justice Court Cover Sheet • Utah Juvenile Court Cover Sheet | <p>Nathanael Player</p> |
| <p>10. Expungement and Related Forms - SB 35</p> <ul style="list-style-type: none"> • Motion to Remove Link Between Personal Identifying Information and Dismissed Criminal Case or Denied Request for Civil Protective Order or Civil Stalking Injunction • Motion to Remove Link Between Personal Identifying Information and Dismissed Criminal Case or Denied Request for Civil Protective Order or Civil Stalking Injunction – Commissioner • Petition and Order to Expunge Records with Certificate of Eligibility • Petition and Order to Expunge Records with Special Certificate • Petition and Order to Expunge Records (Cannabis Conviction) • Petition and Order to Expunge Records (Traffic Conviction) | <p>Nathanael Player</p> |
| <p>11. Guardianship Forms</p> <ul style="list-style-type: none"> • Petition to Appoint a Guardian for an Adult • Findings of Fact and Conclusions of Law on Petition to Appoint a Guardian • Order Appointing Guardian for an Adult | <p>Nathanael Player</p> |

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| <ul style="list-style-type: none"> • Motion to Review, Terminate, or Remove Guardian or Conservator • Findings of Fact, Conclusions of Law and Order on Motion to Review, Terminate, or Remove Guardian or Conservator • Notice of Right to Object to Motion to Review, Terminate, or Remove Guardian or Conservator • Motion to Change Accounting Report Requirements • Findings of Fact, Conclusions of Law, and Order on Motion to Change Accounting Report Requirements • Notice of Right to Object to Motion to Change Accounting Report Requirements • Guardian’s Financial Accounting to Conservator / Guardian’s/Conservator’s Financial Accounting to the Court • Report on the Status of the Protected Person | |
| <p>12. Child Welfare Appeal Forms</p> <ul style="list-style-type: none"> • Notice of Rights and Responsibilities When Appealing a Juvenile Court Order in a Child Welfare Case • Notice of Child Welfare Appeal | Nathanael Player |

To view forms status updates, use the following link:
<https://docs.google.com/spreadsheets/d/18-Y2P8-gx6dSngSohQ19nf4EJ3uYQ-KR0dh3abpGTEw/edit?usp=sharing>

Meeting Dates

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| May 9* | August 8 | December 12 |
| June 13 | October 17^ | |

* Additional meeting for legislative updates
^ Moved for Indigenous People’s/Columbus Day

MINUTES
Utah Judicial Council
Committee on Court Forms
Administrative Office of the Courts

Webex video conferencing
February 14, 2022
12 - 2 pm

| ATTENDEES | NOT PRESENT | GUESTS |
|--------------------------|---------------------|-------------|
| Amber Allemann | Judge Marvin Bagley | Jacob Smith |
| Judge Randy Birch | Scotti Hill | |
| Judge Su Chon | Comm. Russell Minas | |
| Randy Dryer, Chair | | |
| Guy Galli | | |
| Judge Elizabeth Lindsley | | |
| Kara Mann | | |
| Nathanael Player | | |
| Stewart Ralphs | | |
| Keri Sargent | | |
| Kaden Taylor | | |
| Mary Westby | | |

1. December Meeting Minutes:

Mary Westby moves to approves. Stewart Ralphs seconds. All approve.

No votes against. Motion is approved.

2. Electronic Voting:

The minutes should reflect that Justice Court Cover Sheet and Motion to Delay (Stay) Enforcement of Judgment and Order on Motion to Delay (Stay) Enforcement of Judgment were approved through electronic voting. No objections were made.

3. Rule 10 Headers for Family Law Case Types

Judge Chon asked why we use petitioner and respondent instead of party A and party B. We discussed our responses from last meeting concerning this issue.

Judge Lindsley moved to approve the use of these headers, Stewart Ralph seconded. No opposed or abstentions. The motion passes.

Probate form: Amber Alleman asked whether the forms should be split up among the case types that are LPP approved or not LPP approved. After discussion, the committee leaves the form as one form and does not split it.

Motion to approve Stewart Ralphs: Judge Lindsley seconds. Approved. No opposition or abstentions. The motion passes.

4. List of forms affected by Rule 10 Header change

This list will be what is edited to add the new family law headers. Kaden also asks for authority to make changes to these forms and any other forms we find that we left off the list. Randy amends the request to include a report to the committee if we do find other forms that were not included on the list.

Stewart makes motion to approve. Mary westby seconds. Motion is approved.

5. Acceptance of Service

The committee workshopped the suggested added language to list “email address” as the first option for someone to fill out when providing an address where they can be served, but to give the form user the option to list an email or mailing address.

Judge Lindsley move to approve.

Kara Mann seconded.

8 people approved

3 opposed – motion passes

6. Petition to Expunge (charges never filed)

J Birch moved to eliminate paragraph 1(b) from this petition Mary Westby seconded

The motion was approved

Mary Westby moved to approve the form, NP seconded. The motion passed

7. Petition to Expunge (conviction)

J Birch moved to approve the form, Mary Seconded. The motion passed.

Petition to Expunge (dismissal/acquittal)

Did not cover in meeting

Petition to Expunge (drug conviction)

Did not cover in meeting

Petition to Expunge (special certificate)

Did not cover in meeting

Motion to Reduce Conviction

Did not cover in meeting

5 day summons

Did not cover in meeting

Motion to seal record

Did not cover in meeting



Administrative Office of the Courts

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

April 4, 2022

Ronald B. Gordon, Jr.
State Court Administrator
Catherine J. Dupont
Deputy Court Administrator

MEMORANDUM

TO: Forms Committee

FROM: Kaden Taylor

RE: New LPP-Approved forms per URGLPP 15-701(q)

Changes to URGLPP 15-701(q) clarified the LPP scope of practice, which now includes name changes (for both minors and adults), gender changes, and petitions to recognize a relationship as a marriage. Some of these forms we were able to pass directly to the Judicial Council for approval, as they needed no additional changes approved by the Forms Committee and only had the LPP option added to the form. The list below contains the forms we passed directly to the Judicial Council and which were approved by them:

- Department of Corrections Certification Regarding Sex and Kidnap Offender and Child Abuse Offender Registries – Adult
- Petition for Name Change
- Order on Petition for Name Change
- Notice of Hearing on Petition for Name Change
- Department of Corrections Certification Regarding Sex and Kidnap Offender and Child Abuse Offender Registries (Sex Change)
- Petition for Sex Change
- Notice of Hearing on Petition for Sex Change
- Order on Petition for Sex Change
- Petition to Recognize a Relationship as a Marriage
- Findings of Fact and Conclusions of Law on Petition to Recognize a Relationship as a Marriage
- Order on Petition to Recognize a Relationship as a Marriage

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