

Agenda
Committee on Court Forms

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

May 13, 2024 / 12:00 to 1:00 p.m.
Virtual Meeting

<https://utcourts.webex.com/meet/kadent>

1. Welcome <ul style="list-style-type: none">• Approval of April Minutes	Judge Chelsea Koch
2. Electronically approved forms <ul style="list-style-type: none">• Bilingual Notice to Responding Party for In-State Summons for Abuse, Neglect, and/or Dependency Petition• Bilingual Notice to Responding Party for In-State Summons for Petition for Termination of Parental Rights	Pleasy Wayas
3. Small Claims Affidavit & Summons (non ODR cases)	Pleasy Wayas
4. Guardianship motion forms <ul style="list-style-type: none">• Motion to Review or Change a Guardianship or Conservatorship of an Adult• Order on Motion to Review or Change a Guardianship or Conservatorship of an Adult• Motion to Review or Change a Guardianship or Conservatorship of a Minor• Order on Motion to Review or Change a Guardianship or Conservatorship of a Minor• Motion to Terminate a Guardianship or Conservatorship of an Adult• Order on Motion to Terminate a Guardianship or Conservatorship of an Adult• Motion to Terminate a Guardianship or Conservatorship of a Minor (this form is already approved, provided here to compare to the new order)• Order on Motion to Terminate a Guardianship or Conservatorship of a Minor	Pleasy Wayas and Shonna Thomas
5. Order on Review of Guardianship or Conservatorship Reports	Pleasy Wayas and Shonna Thomas

June 10
July 8

August 12
September 9

Meeting Dates

October 21
November 18

December 9

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

Webex video conferencing
April 8, 2024
12 - 1 pm

<u>MEMBERS PRESENT</u>	<u>MEMBERS EXCUSED</u>	<u>GUESTS</u>	<u>STAFF</u>
Amber Alleman	Nathanael Player		Pleasy Wayas
Judge Marvin Bagley	David Head		
Judge Brent Bartholomew	Jacqueline Morrison		
Guy Galli			
Bret Hayman			
LaReina Hingson			
Judge Chelsea Koch			
Commissioner Russell Minas			
Stewart Ralphs			
Kaden Taylor			

1. Welcome and Approval of March minutes

Brett Hayman motions to approve. With no objections, the minutes are approved.

2. Motion for Extension of Time in the Appellate Court - [URAP 22](#)

Judge Bartholomew motions to approve. With no opposition, the form is approved.

3. Motion to Remove Link Between Personal Identifying Information Forms - [SB163S03](#)

Stewart Ralphs motions to approve. With no opposition, the form is approved.

4. Education Requirement Forms – [HB 337](#)

- Notice of Education Requirements (two versions, one to be used by the petitioner and another for the court to use when there is future capacity for the court to issue the notice)

Stewart Ralphs motions to approve. With no objections, the forms are approved.

- Motion to Waive Education Requirements
- Order on Motion to Waive Education Requirements
- Certificate of Readiness for Trial (Family)
- Certificate of Readiness for Trial (General)
- Divorce Findings of Fact and Conclusions of Law
- Custody Findings of Fact and Conclusions of Law

Stewart Ralphs motions to approve all forms. With no opposition, the forms are approved.

5. Eviction forms - [SB 116](#)

- Order of Restitution

Stewart Ralphs motions to approve. With no opposition, the form is approved.

- Request for Hearing Regarding Enforcement of Order of Restitution

Judge Bartholomew motions to approve. With no opposition, the form is approved.

6. Motion to Reinstate Period for Filing a Direct Appeal in Child Welfare Appeal - [URAP 52](#)

Judge Bartholomew motions to approve. With no opposition, the form is approved.

7. Modifying Parent-time Forms – [HB 140](#)

- Petition and Stipulation to Modify Parent-time

Stewart Ralphs motions to approve. With no opposition, the form is approved.

- Findings of Fact and Conclusions of Law on Petition to Modify Parent-time

Stewart Ralphs motions to approve. With no opposition, the form is approved.

8. Divorce Forms –

- Memo concerning changes to divorce pleadings in OCAP and MyCase

Stewart Ralphs motions to approve. With no opposition, the form is approved.

With the meeting ending, Stewart Ralphs then motions to approve the remaining forms as proposed. With no opposition, the remaining forms on this agenda are approved.

9. Fee Waiver forms - [SB 163](#)

- Motion to Waive Fees (General/Family version)
- Motion to Waive Fees -Expungement
- Order on Motion to Waive Fees (Appellate)
- Order on Motion to Waive Fees (General)

10. Adoption Forms - SB 147

- Petition to Adopt a Minor Stepchild - approved
- Findings of Fact and Conclusions of Law
- Petition to Adopt a Minor by a Relative
- Findings of Fact and Conclusions of Law on Petition to Adopt a Minor by a Relative

11. Name Change forms - [HB234S01](#)

- Petition for Name or Sex Change (Adult)
- Petition for Name or Sex Change (Minor)

12. Expungement forms - [SB 163](#)

- Order on Petition to Expunge Records with Certificate of Eligibility
- Order on Petition to Expunge Records with Special Certificate

13. Court Interpreter Program Formal Complaint Form (English & Spanish) - [CJA 03-306.05](#)

Conclusion

Meeting ends at 1:00. Next meeting is scheduled for May 13.