

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am the  Appellant  
 Appellee  
 Attorney for the  Appellant  Appellee and my Utah Bar number is  
\_\_\_\_\_

In the  Utah Supreme Court  Utah Court of Appeals

450 South State Street, Salt Lake City, UT 84111

<p>_____ Appellant</p> <p>v.</p> <p>_____ Appellee</p>	<p><b>Motion for Extension of Time in the Appellate Court</b></p> <p>(Utah Rules of Appellate Procedure 22)</p> <p>_____ Appellate Court Case Number</p> <p>_____ Trial Court Case Number</p>
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- (1) I request an extension of time to file \_\_\_\_\_  
(document name).
- (2) The document is due on \_\_\_\_\_ (date).
- (3) I cannot file this document by the due date because:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(4) I ask for \_\_\_\_\_ (number) more days to file my papers. The new due date should be \_\_\_\_\_ (date).

(5) Choose one:



### Certificate of Service

I certify that on \_\_\_\_\_ (date) a copy of this Motion for Extension of Time was served on all parties listed here by the method indicated below:

Mailed	Emailed	Hand-delivered	Name	Mailing or Email Address
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

\_\_\_\_\_ Sign here ► \_\_\_\_\_  
Date \_\_\_\_\_ Typed or Printed Name \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

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

In the  District  Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Motion to Remove Link Between Personal Identifying Information and Dismissed Criminal Case or Denied Request for Civil Protective Order or Civil Stalking Injunction</b> (Utah Code 77-40a-105 or Utah Code 78B-7-1002.1)</p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	---

1. I ask the court to remove the link between this case and my name and date of birth from the courts' publicly searchable database.
2. This case involves a (choose one):
  - criminal matter that was dismissed over 30 days ago.
  - request for civil protective order or civil stalking injunction that was denied over 30 days ago. I understand that removing the link between this case and my name and date of birth does not affect a government agency's records.
3. An appeal has not been filed.
4. This case did not include any domestic violence charges (Utah Code 77-36-1).

5. I understand the case history will remain publicly accessible by a case number search.

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 \_\_\_\_\_

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](http://utcourts.gov/motions)



Scan QR code to visit page

### Finding help

The court's Finding Legal Help web page ([utcourts.gov/help](http://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

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](http://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](http://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 to Remove Link Between Personal Identifying Information and Dismissed Criminal Case or Denied Request for Civil Protective Order or Stalking Injunction on the following people.

Person's Name	Service Method	Service Address	Service Date
(Prosecuting attorney, if a criminal case)	<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  Petitioner  Respondent  
 Petitioner's Attorney  Respondent's Attorney (Utah Bar #: \_\_\_\_\_)  
 Petitioner's Licensed Paralegal Practitioner  
 Respondent's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)  
 the Children of (to establish custody, parent-time or child support)  
 the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

**Notice of Required Classes**

(Utah Code 30-3-4, 30-3-4.5, 30-3-11.3 and 30-3-11.4, 78B-15-610, and Code of Judicial Administration Rule 4-907)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

To:

\_\_\_\_\_  
Respondent's Name

You are required to attend the following **classes:**

- a divorce orientation class (parents of minor children; divorce or temporary separation)



[ ] a parenting class (parents of minor children; custody or divorce)

**Divorce cases**

(Utah Code 30-3-4, 30-3-11.3 and 30-3-11.4)

- Petitioner must attend the divorce orientation and parenting classes within 60 days after filing the Petition for Divorce.
- Respondent must attend the divorce orientation and parenting classes within 30 days after receiving this notice.

**Custody cases**

(Utah Code 30-3-11.3 and 78B-15-610)

- Petitioner must attend the parenting class within 60 days after filing the Petition for Divorce.
- Respondent must attend the parenting class within 30 days after receiving this notice.

**Temporary separation cases**

(Utah Code 30-3-4.5 and 30-3-11.4)

- Petitioner must attend the divorce orientation class within 60 days after filing the Petition for Temporary Separation.
- Respondent must attend the divorce orientation class within 30 days after receiving this notice.

**Class information**

Class information is available on the court's website: [www.utcourts.gov/class](http://www.utcourts.gov/class), or call 801-238-7181 (en español 801-238-7180).

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 Notice of Required Classes 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 \_\_\_\_\_

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)
- the Children of (to establish custody, parent-time or child support)
- the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

**Notice of Required Classes**

(Utah Code 30-3-4, 30-3-4.5, 30-3-11.3 and 30-3-11.4, 78B-15-610, and Code of Judicial Administration Rule 4-907)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

To petitioner and respondent:

You are required to attend the following classes:

- a divorce orientation class (parents of minor children; divorce or temporary separation)
- a parenting class (parents of minor children; custody or divorce)

**Divorce cases**

(Utah Code 30-3-4, 30-3-11.3 and 30-3-11.4)

- Petitioner must attend the divorce orientation and parenting classes within 60 days after filing the Petition for Divorce.
- Respondent must attend the divorce orientation and parenting classes within 30 days after receiving this notice.

**Custody cases**

(Utah Code 30-3-11.3 and 78B-15-610)

- Petitioner must attend the parenting class within 60 days after filing the Petition for Divorce.

- Respondent must attend the parenting class within 30 days after receiving this notice.

### **Temporary separation cases**

(Utah Code 30-3-4.5 and 30-3-11.4)

- Petitioner must attend the divorce orientation class within 60 days after filing the Petition for Temporary Separation.
- Respondent must attend the divorce orientation class within 30 days after receiving this notice.

### **Class information**

Class information is available on the court's website: [www.utcourts.gov/class](http://www.utcourts.gov/class), or call 801-238-7181 (en español 801-238-7180).

### **Certificate of Service**

I certify that I filed with the court and am serving a copy of this Notice of Required Classes 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  Petitioner  Respondent  
 Petitioner's Attorney  Respondent's Attorney (Utah Bar #: \_\_\_\_\_)  
 Petitioner's Licensed Paralegal Practitioner  
 Respondent's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)  
 the Children of (to establish custody, parent-time or child support)  
 the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

**Motion to Waive Required Classes**  
(Utah Code 30-3-4, 78B-15-610)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

1. I ask the court to waive the following required classes.

Divorce Orientation class for:

petitioner.

respondent.

Parenting class for:

petitioner.

respondent.

2. The **classes** are not necessary, appropriate, feasible, or in the best interest of the parties because:

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3.  I am attaching the following documents to support my motion.

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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 **Motion to Waive Required Classes** 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.

In the District Court of Utah

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

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

<p>In the Matter of (select one)</p> <p><input type="checkbox"/> the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)</p> <p><input type="checkbox"/> the Children of (to establish custody, parent-time or child support)</p> <p><input type="checkbox"/> the Parentage of the Children of (for a paternity case)</p> <p>_____ (name of Petitioner)</p> <p>and</p> <p>_____ (name of Respondent)</p> <p>_____ Other parties (if any)</p>	<p><b>Order on Motion to Waive Required Classes</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
--	---

The matter before the court is  petitioner's  respondent's **Motion to Waive Required Classes**. Having considered the documents filed with the court, and now being fully informed,

**The court finds:**

- Class** completion  
 is  is not

necessary, appropriate, feasible, or in the best interest of the parties because:

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**The court orders:**

2.  **The divorce orientation class is:**

waived  not waived for petitioner.

waived  not waived for respondent.

waived with the following conditions:

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3.  **The parenting class is:**

waived  not waived for petitioner.

waived  not waived for respondent.

waived with the following conditions:

---

---

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 Motion to Waive **Required Classes** 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  Petitioner  Respondent  
 Petitioner's Attorney  Respondent's Attorney (Utah Bar #: \_\_\_\_\_)  
 Petitioner's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)  
 Respondent's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)
- the Children of (to establish custody, parent-time or child support)
- the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

**Certification of Readiness for Trial**  
(Utah Rule of Civil Procedure 16)

**Request for Pretrial Conference**

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

\_\_\_\_\_  
Judge

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

I certify the following:

1. This case is ready for trial.
2. **Pretrial conference.** (Required in districts 1-4; optional in districts 5-8.)

I request a pretrial conference.

I do not request a pretrial conference.

3. **Pleadings.** All required pleadings have been filed.
4. **Discovery.** All required discovery has been completed. (Utah Rule of Civil Procedure 26, 26.1, 26.2 and 26.3, as applicable.)
5. **Mediation.**  
 All required mediation has been completed, or  
 mediation has been excused, or  
 mediation is not required in this case.
6. **Required Classes.** (Choose all that apply.)  
 I have attended the required classes.  
 the other party has attended the required classes.  
**or**  
 the required classes been waived for  
 petitioner  respondent  
**or**  
 this is a divorce case but there are no children of this marriage.  
**or**  
 this is not a divorce or custody case.
7. **Notice to Office of Recovery Services** (Utah Code 78B-12-113)  
(Applicable in domestic cases in which a party received public assistance.)  
 I have notified the Office of Recovery Services about this case, or  
 notice to the Office of Recovery Services is not required.

**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 Certification of Readiness for Trial 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

~~[ ] This is a private record.~~

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

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

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p><b>Certification of Readiness for Trial</b> (Utah Rule of Civil Procedure 16)</p> <p><input type="checkbox"/> <b>Request for Pretrial Conference</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

I certify the following:

- This case is ready for trial.
- Pretrial conference.** (Required in districts 1-4; optional in districts 5-8.)  
 I request a pretrial conference.  
 I do not request a pretrial conference.
- Pleadings.** All required pleadings have been filed.



4. **Discovery.** All required discovery has been completed. (Utah Rule of Civil Procedure 26, 26.1, 26.2 and 26.3, as applicable.)

5. **Mediation.**

All required mediation has been completed, or

mediation has been excused, or

mediation is not required in this case.

~~Paragraphs 6 and 7 apply in domestic cases only.~~

~~6. **Divorce education requirement.** (Choose all that apply.)~~

~~I have attended the required divorce education classes.~~

~~the other party has attended the required divorce education classes.~~

~~or~~

~~the divorce education requirement has been waived for~~

~~petitioner  respondent~~

~~or~~

~~there are no children of this marriage.~~

~~or~~

~~this is not a divorce case.~~

~~7. **Notice to Office of Recovery Services** (Utah Code 78B-12-113)~~

~~(Applicable in domestic cases in which a party received public assistance.)~~

~~I have notified the Office of Recovery Services about this case, or~~

~~notice to the Office of Recovery Services is not required.~~

**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 Certification of Readiness for Trial 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 \_\_\_\_\_

**Father Petitioner**  
**100 Main**  
**Beaver, UT 84081**  
**(888) 888-8888**  
**None**

Online Court Assistance Program

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

I am the Petitioner

In the District Court of Utah  
Second Judicial District, Weber County  
Ogden Courthouse, 2525 Grant Avenue, Ogden UT 84401

In the Matter of the Marriage of  
**Father Petitioner**  
and  
**Mother Respondent**

**Findings of Fact and Conclusions of Law**

Case Number: **13000000**

Judge: **Judy**

Commissioner: **Minas**

**Father Petitioner's** divorce petition is before the court.

- **An Declaration of Jurisdiction and Grounds for Divorce** was filed. (Utah Rule of Civil Procedure 104).
- **The parties have completed the required classes,** or the requirement has been waived by the court.
- More than 30 days have passed since this case was filed, or the court has waived the 30 day waiting period.
- **Mother Respondent** has been properly served with a copy of the divorce petition and other required documents.
- A Default Certificate has been entered.
- The court has jurisdiction to enter a final divorce decree.

The court enters its findings of fact:

**Divorce**

**Snow White**  
**Cozy Cottage**  
**Queen's Kingdom, UT 88888**  
**(111) 111-1111**  
**email@email.com**

Online Court Assistance Program

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

I am the Petitioner

In the District Court of Utah  
Eighth Judicial District, Duchesne County  
Eighth District Court, 21554 W 9000 S, Duchesne, UT 84021

In the Matter of the Children of

**Snow White**

and

**Prince Charming**

**Office of Recovery Services Dept. of  
Human Services, State of Utah**  
Intervenor

**Findings of Fact and Conclusions of  
Law**

Case Number: **123456789**

Judge: **Judy**

Commissioner: \_\_\_\_\_

This matter is before the court on **Snow White's** Verified Parentage Petition.

**Service**

**Prince Charming** was properly served with a copy of the Parentage Petition and the court has jurisdiction to enter a Parentage Decree.

**Prince Charming** did not respond to the Summons and Parentage Petition and his default has been entered by the court.

The parties have settled all issues and stipulated to the terms in open court.

The parties have settled all issues and submitted a written Stipulation which has been filed with the court.

The court makes the following Findings of Fact and Conclusions of Law after an evidentiary hearing or trial.

**The parties have completed the required parenting class, or the requirement has been waived by the court.**

The court finds as follows:

**Venue** (Utah Code 78B-15-605)

1. Venue is proper because the children live in or are present in this county. They are with **Snow White**.

...

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

<p>_____ Plaintiff</p> <p>v.</p> <p>_____ Defendant</p>	<p><b>Order of Restitution</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	--

**To the defendants:**

Within \_\_\_\_\_ calendar days following service of this Order of Restitution you are ordered to move out of the premises located at \_\_\_\_\_ (address).

Move out means leave the premises, take all your belongings and leave any keys or access cards. You and any person claiming a right to occupy through you must move out and allow the plaintiff to regain possession of the premises.

If you do not follow this order, you may be forcibly removed from the property by the sheriff or a constable, using the least destructive means possible to remove you, your personal property and any persons who claim to have received a right to occupancy from you.

**To the sheriff or constable:**

If the defendant(s) are served with this order and fail to vacate the property as ordered,

you are ordered to enter the premises by force using the least destructive means possible to remove the defendant(s), any personal property of the defendants and any persons claiming a right to occupancy from the defendant(s). If you find a personal animal as defined by Utah Code 78B-6-812, you must notify the local animal control authority to take custody of the personal animal.

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

\_\_\_\_\_  
Date

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

## Your rights after eviction

Even though you are being evicted you still have rights. Your landlord must give you the following property back within **5 business days**, without requiring you to pay anything:

- clothing
- identification
- financial documents, including all those related to your immigration or employment status
- documents about the receipt of public services, and
- medical information, prescription medications, and any medical equipment required for maintenance of medical needs

You can get your other belongings back, but you must make a written request to your landlord within **15 calendar days** after your eviction. Your landlord can charge you a reasonable storage and moving fee.

You have the right to a hearing to dispute the way this order may be enforced and to assert your rights. A Request for Hearing Regarding Enforcement of an Order of Restitution must be served on you along with this order.

Your request for a hearing will not stop enforcement of this order unless the court has ordered a stay of this order and an appropriate bond has been posted in an amount approved by the court. (Utah Code 78B-6-812(2)(b) and 78B-6-808(4)(b))

If you have a pet and you are not present at the time the eviction order is enforced, the sheriff or constable will contact animal control to take your pets. Animal control will take your pets within 1 business day of being contacted. They will post a notice at the premises with their name and contact information.

## Update the court and the landlord with your contact information

The landlord could file paperwork in your case asking for a money judgment and could file paperwork asking to increase the judgment amount. Update your contact information so you will receive what is being filed and have the opportunity to respond. If animal control takes your pet, the landlord is responsible for giving them your last known contact information.



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

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

\_\_\_\_\_  
Email

I am  Plaintiff  Defendant  
 Plaintiff's Attorney  Defendant's Attorney (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

<p>_____ Plaintiff</p> <p>v.</p> <p>_____ Defendant</p>	<p><b>Request for Hearing Regarding Enforcement of an Order of Restitution</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
---	--

1. An Order of Restitution has been issued in this case and served upon me. I object to the way the order is being enforced and request a hearing to explain my objection to the court.
2. The Order of Restitution is being improperly enforced because:  
(Briefly explain.)

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

3. I understand:

- This request will not delay or stop enforcement of the Order of Restitution unless a delay is ordered by the court after I have posted a bond. (Utah Code 78B-6-812(2)(b) and 78B-6-808(4)(b)).
- The court will schedule the hearing I have requested within 10 calendar days after this request is filed or as soon after as practical.
- Notice of the hearing will be sent to all parties.
- I must provide the court with an email or mailing address to make sure I am aware of the date, time and location of the 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).

\_\_\_\_\_ Date  
Defendant's Signature ► \_\_\_\_\_  
Printed Name \_\_\_\_\_

### Certificate of Service

I certify that I filed with the court and served a copy of this Request for Hearing Regarding Enforcement of an Order of Restitution 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

**This motion requires you to respond. Please see the Notice to Responding Party.**

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

In the Juvenile Court of Utah

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

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

<p>State of Utah, in the interest of</p> <p>_____ Last name, first name</p> <p>_____ Date of birth</p> <p>A minor  <input type="checkbox"/> under   <input type="checkbox"/> over 18 years of age, and  <input type="checkbox"/> represented   <input type="checkbox"/> not represented.</p>	<p><b>Motion to Reinstate Time to File Child Welfare Appeal</b> (Utah Rules of Appellate Procedure 52)</p> <p>_____ Case Number</p> <p>_____ Incident(s)</p> <p>_____ Judge</p>
--	---

- I ask the court to reinstate the time to appeal an order terminating:
  - parental rights or
  - the jurisdiction of the juvenile court in a child welfare case.
- I did not have the chance to appeal in time. It was not my fault. This is what happened: (Explain. Attach additional pages if necessary.)
 

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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3. I am filing this motion within 45 days of the entry of the order. The order was entered on \_\_\_\_\_ (list date of entry of order).

4. [ ] I have attached the following documents in support of this motion:

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5. I understand that if the juvenile court reinstates the time to appeal, my notice of appeal must be filed with the juvenile clerk within **15 days** after the date the order is entered.

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 \_\_\_\_\_

### 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](http://utcourts.gov/motions)



Scan QR code to visit page

### Finding help

The court's Finding Legal Help web page ([utcourts.gov/help](http://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:



Para acceder esta página escanee el código QR

[utcourts.gov/motions-span](http://utcourts.gov/motions-span)

### Cómo encontrar ayuda legal

La página de la internet del tribunal Cómo encontrar ayuda legal ([utcourts.gov/help-span](http://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 to Reinstate Time to File Child Welfare Appeal on the following people.

Person's Name	Service Method	Service Address	Service Date
(Prosecutor)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Intake/Probation Officer)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Attorney General)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Guardian ad Litem)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Other)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Other)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Other)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		
(Other)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email		

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.

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

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)
- the Children of (to establish custody, parent-time or child support)
- the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

**Petition to Modify Parent-time**  
(Utah Rule of Civil Procedure 106)

**and Stipulation**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

I ask the court to modify the parent-time orders as follows. I am not asking to modify child custody or child support.

1. **Controlling order**

The order controlling parent-time is:



Title of order:			
Name of Court:		State	
Address of Clerk of Court:		Phone Number of Clerk of Court:	
Case Number:		Case Name	
Date Signed:		Signed by Judge:	

2. **Controlling parent-time order**

(Required.)

I have attached a copy of the current order.

3. **Jurisdiction (Authority to Modify Order)**

(Note: an order could be registered in another state, but that does not always mean the other state has jurisdiction to modify or change the order.)

The children reside:

Child's name	Where child resides (state or country)	Lived there more than 6 months?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

The petitioner resides in: \_\_\_\_\_ (state or country).

The respondent resides in: \_\_\_\_\_ (state or country).

The controlling order was issued by (Choose one.):

a Utah court, and  
(Choose all that apply.)

jurisdiction **has never** been transferred to another state.

That court has always maintained the case

No other court has ever expressed a willingness to change the order  
Jurisdiction has always remained with this court.

jurisdiction **has** been transferred to another state.

Name of court: \_\_\_\_\_ Date transferred: \_\_\_\_\_

other (Describe what has happened with the order):  
\_\_\_\_\_

**OR**

a non-Utah court, and  
(Choose all that apply.)

jurisdiction **has never** been transferred to Utah.

jurisdiction **has** been transferred to Utah. Date: \_\_\_\_\_.

the order **has** been registered in Utah for enforcement purposes only.

there is substantial evidence in Utah about the children's care,  
protection, training, and personal relationships.

other courts have made a decision about jurisdiction and a copy of that  
order is attached to this petition.

other (Describe what has happened with the order):  
\_\_\_\_\_

**4. Relationship to children**

I am the (Choose all that apply.):

person who pays child support.

person who receives child support.

I am

the mother of

the father of

the legal guardian or legal custodian of

a person who has been acting as a parent (Utah Code 30-5a-103) to  
the children listed below.

**5. Minor children**

There are \_\_\_\_\_ (number) minor children included in the controlling order.

Child's name (first, middle and last)	Child's gender	Month and year of birth

**6. Current living arrangement**

The children are currently living (Choose one.):

as stated in the controlling order.

as described below:

Child's name	Address (street, city, state, ZIP)	Name(s) of person(s) who live with child at this address	Relation- ship(s) to child

**7. Minor children's residence** (Utah Code 78B-13-209)

The minor children have lived at the following addresses with the persons listed for the past five years:

(Add additional pages if needed.)

Child's name	Address (street, city, state, ZIP)	Dates child lived at this address	Name(s) of person(s) who lived with child at this address	Relation- ship(s) to child

Child's name	Address (street, city, state, ZIP)	Dates child lived at this address	Name(s) of person(s) who lived with child at this address	Relationship(s) to child

8. **People claiming custody or parent-time** (Utah Code 78B-13-209)

The following people other than petitioner and respondent claim a right to custody or parent-time with the children:

Name of Person	Current Address	Claims
		<input type="checkbox"/> Custody <input type="checkbox"/> Parent-time
		<input type="checkbox"/> Custody <input type="checkbox"/> Parent-time
		<input type="checkbox"/> Custody <input type="checkbox"/> Parent-time

9. **Other cases** (Utah Rule of Civil Procedure 100)

There are no other cases that involve(d) the children or this case.

The following cases involve(d) the children or this case:

(Include pending or closed, civil or criminal, in this court or in any other court, in this state or in any other state. Each party has a continuing duty to notify the court of any case (past, current, or future) that could affect this case.)

Court (Name, address, and phone number)			
Case number			
Type of case (Choose all that apply.)	<input type="checkbox"/> adoption <input type="checkbox"/> custody <input type="checkbox"/> delinquency <input type="checkbox"/> divorce <input type="checkbox"/> enforcement of an order	<input type="checkbox"/> grandparent visitation <input type="checkbox"/> guardianship <input type="checkbox"/> modification of an order <input type="checkbox"/> parentage	<input type="checkbox"/> protective order <input type="checkbox"/> support <input type="checkbox"/> termination of parental rights <input type="checkbox"/> other: _____

Court (Name, address, and phone number)			
Case number			
Type of case (Choose all that apply.)	<input type="checkbox"/> adoption <input type="checkbox"/> custody	<input type="checkbox"/> grandparent visitation	<input type="checkbox"/> protective order <input type="checkbox"/> support

apply.)	<input type="checkbox"/> delinquency <input type="checkbox"/> divorce <input type="checkbox"/> enforcement of an order	<input type="checkbox"/> guardianship <input type="checkbox"/> modification of an order <input type="checkbox"/> parentage	<input type="checkbox"/> termination of parental rights <input type="checkbox"/> other: _____
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Court (Name, address, and phone number)			
Case number			
Type of case (Choose all that apply.)	<input type="checkbox"/> adoption <input type="checkbox"/> custody <input type="checkbox"/> delinquency <input type="checkbox"/> divorce <input type="checkbox"/> enforcement of an order	<input type="checkbox"/> grandparent visitation <input type="checkbox"/> guardianship <input type="checkbox"/> modification of an order <input type="checkbox"/> parentage	<input type="checkbox"/> protective order <input type="checkbox"/> support <input type="checkbox"/> termination of parental rights <input type="checkbox"/> other: _____

10. **Pre-filing dispute resolution** (Utah Code 30-3-10.4(1)(c))  
(Choose one.)

- The other party agrees with the petition.
- Dispute resolution was not required because this petition seeks to modify a court order that does not provide for joint legal custody or joint physical custody.
- Both parents have complied in good faith with the dispute resolution process but we did not reach an agreement.
- The parties have not yet used a dispute resolution process.

11. **Controlling parent-time order**

The parent-time schedule in the controlling order is (Choose one.):

- according to the attached statutory parent-time schedule.
- described in the attached controlling Parenting Plan.
- described as follows in the controlling order (Quote the order exactly.):

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12. **Change in circumstances**

The following ~~material and substantial change~~ change in circumstances occurred since the controlling order was entered:

(Describe in detail the ~~material and substantial~~ changes ~~(important and major changes)~~. Attach additional pages if needed.)

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13. **Parent-time schedule**

I ask the court to order parent-time as below (Choose one.):

- Statutory parent-time schedule:  
(Choose all that apply. You can find the Utah Code at [le.utah.gov/xcode/code.html](http://le.utah.gov/xcode/code.html). Print and attach a copy of the statute(s) for the option(s) you choose.)
  - Children under 5 (Utah Code 30-3-35.5)
  - Children 5-18 (Utah Code 30-3-35)
  - Children 5-18 (expanded schedule) (Utah Code 30-3-35.1)
  - Relocation schedule (Utah Code 30-3-37)
- Parent-time described in the filed or attached Parenting Plan.
- Other parent-time schedule (Describe in detail.):

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14. **Parent-time transfers**

I ask the court to order transfer (pick-up and drop-off) of the children for parent-time as below (Choose one.):

- Order transfer of the children for parent-time described in the filed or attached Parenting Plan.
- Order transfer at **beginning** of parent-time with
  - petitioner
  - respondent
  - other adult (Name) \_\_\_\_\_

transferring the children at this address:

---

and transfer at **end** of parent-time with

petitioner

respondent

other adult (Name) \_\_\_\_\_

transferring the children at this address:

---

Order curbside transfers (The parent/person picking up or dropping off the children does not leave the vehicle and the other parent/person does not leave the residence).

Other transfer arrangements (Describe in detail.):

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15.  **Travel and transportation costs.**

(Check this box and complete this section only if you are asking for a change in travel costs.)

I ask the court to order travel cost payments for parent-time transfers as follows

(Choose one.):

as we agree in the attached Parenting Plan.

as proposed in my attached Parenting Plan.

each party is responsible for their own travel costs.

\_\_\_\_\_% by the Petitioner and \_\_\_\_\_% by the Respondent.

The parent who initially pays for reimbursable travel expenses will provide receipts to the other parent within 30 days. The parent who receives travel receipts will pay the other parent within 30 days.

costs be divided according to Utah Code 30-3-37(12) (You can find the Utah Code at [le.utah.gov/xcode/code.html](http://le.utah.gov/xcode/code.html). Print and attach a copy of the statute.)

The parent who initially pays for reimbursable travel expenses will provide receipts to the other parent within 30 days. The parent who receives travel receipts will pay the other parent within 30 days.

Other:

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

16.  **Relocation of a parent**

(Check this box and complete this section only if you are asking for a change in relocation terms.)

I ask the court to order:

If either parent moves more than 149 miles from the other parent, Utah Code 30-3-37 will apply.

Neither parent may relocate with the minor children more than \_\_\_\_ miles from their current residence without a written agreement signed by the parties or further court order.

Other terms about relocating:

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

17.  **Communication between parties**

I ask the court to order communication between the parties as described below

(Choose as many options as you want.):

In person

Phone

Petitioner's # \_\_\_\_\_ Respondent's # \_\_\_\_\_

Text

Petitioner's # \_\_\_\_\_ Respondent's # \_\_\_\_\_

Email

Petitioner's email address \_\_\_\_\_

Respondent's email address \_\_\_\_\_

Through a third party

Name \_\_\_\_\_ Phone # \_\_\_\_\_



Other method of communication: (Describe in detail.)

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- Communications between the parties must be civil and respectful and limited to parent-time issues only.
- The parties must not make negative or harmful remarks about each other in the presence of the minor children, must not allow other people to do so and must remove the minor children if anyone makes negative remarks about the other party.
- The parties must not discuss this case in the presence of the minor children, must not allow other people to do so and must remove the minor children if anyone discusses the case in the presence of the minor children.
- The parties must not harm or threaten to harm the other parent or the minor children and must not allow other people to do so and must remove the minor children if anyone harms or threatens harm to the other parent or minor children.

18. **Best interest** (Utah Code 30-3-10 and 30-3-10.4)

It is in the best interest of the children to change custody and parent-time because (Explain in detail.):

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19.  **Attorney fees and costs**

I ask the court to order the other party pay my attorney fees and costs.

20.  **Other**

I ask the court for these additional orders:

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I ask for these additional orders because:

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**21. Remainder of order unchanged**

The remainder of the order should remain unchanged.

**22. Documents**

I am filing the following documents along with this Petition to Modify Parent-time:

(Check all that apply. Forms can be found at [www.utcourts.gov](http://www.utcourts.gov).)

- Cover Sheet
- Summons
- Non-public Information – Parent Information and Location
- Non-public Information – Minors
- Non-public Information – Safeguarded Address (if applicable)

**Petitioner or 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 \_\_\_\_\_

**Stipulation (optional)**

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I am the [ ] petitioner [ ] respondent and the party responding to this Petition to Modify Parent-time.

1. I have received and read the petition and its supporting documents.
2. I understand what the petition requests.
3. I understand I have the right to contest the petition by filing an answer, and have the court decide the issues.
4. I waive service of the Summons.
5. I agree this court has the authority to decide this matter and I enter my appearance for that purpose.
6. I agree to the requests in the petition.
7. I agree the court may enter an order of modification consistent with the petition at any time and without further notice.

**Petitioner or 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 \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

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

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

In the Matter of (select one)

- the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)
- the Children of (to establish custody, parent-time or child support)
- the Parentage of the Children of (for a paternity case)

\_\_\_\_\_  
(name of Petitioner)

and

\_\_\_\_\_  
(name of Respondent)

\_\_\_\_\_  
Other parties (if any)

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

(Utah Rule of Civil Procedure 106)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

The matter before the court is a Petition to Modify Parent-time. This matter is being resolved by: (Choose all that apply.)

- The default of  petitioner  respondent.
- The stipulation of the parties.
- The pleadings and other papers of the parties.
- A hearing held on \_\_\_\_\_ (date), notice of which was served on all parties.

Petitioner

was  was not present

was represented by \_\_\_\_\_

was not represented.

Respondent

was  was not present

was represented by \_\_\_\_\_

was not represented.

**The court finds:**

1. The order controlling parent-time is:

Title of order:			
Name of Court:		State	
Address of Clerk of Court:		Phone Number of Clerk of Court:	
Case Number:		Case Name	
Date Signed:		Signed by Judge:	

2. There are \_\_\_\_\_ (number) minor children included in the controlling order.

Child's name (first, middle and last)	Child's gender	Month and year of birth

3. Utah  does  does not have jurisdiction in this case.

4. A ~~material and substantial~~ change in circumstances  has  has not occurred since the controlling order was entered. The court considered the following factors:

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5. Changing parent-time  is  is not in the best interest of the children.  
The court considered the following factors:

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6. The parties  have  have not complied with the pre-filing dispute resolution requirements. (Utah Code 30-3-10.4(1)(c))

**The court concludes:**

7. The court  does  does not have jurisdiction.

8. There  are  are not grounds to modify the controlling order.

9.  Other:

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





## Administrative Office of the Courts

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

April 1, 2024

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

### MEMORANDUM

TO: Forms Committee

FROM: Pleasy Wayas, with approval of Family Law Forms Subcommittee

RE: Divorce Pleading Updates

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Changes are needed in the following sections of the Divorce pleadings (Petition, Counterpetition, Stipulation, Findings, Decree).

- A. Real Property
- B. Alimony
- C. Custody

All of these changes are recommended by the Family Law Forms Subcommittee.

### A. Real Property

The following revisions are needed to ensure legal correctness. They will be made in OCAP and MyPaperwork.

#### Real Property

43. The parties acquired have the following real property during the marriage:

a. **Home and land:**

- i. Address: **(Address info)**
- ii. Tax Identification Number: **(Tax ID info)**
- iii. Legal description: **(Legal description info)**
- iv. Mortgage information and payments:

This mortgage is: **First Mortgage**  
Lender: **(Bank name)**  
Address: **(Bank address info)**

Amount Owed: **\$(amount)**  
Monthly Payment: **\$(amount)**  
**(Party 1)** will pay this mortgage after the divorce.  
**(Party 1)** will provide a copy of the divorce decree to the lender.

b. **(Party 1)** will have exclusive use and possession of this property until one of the following occurs:

- i. The youngest child ~~reaches the age of~~turns 18 or has graduated ~~graduates from high school (whichever is later), or becomes emancipated; during the child's normal and expected year of graduation, whichever occurs later; or~~
- ii. The youngest child dies, marries, becomes a member of the United States armed forces, or is emancipated (Utah Code 78A-6-801) and all other children have turned 18 or have graduated from high school during their normal and expected year of graduation
- iii. **(Party 1)** ceases to use this property as his primary residence; or
- iiii. **(Party 1)** remarries; or
- iv. **(Party 1)** ~~cohabits with a non-relative n~~ adult who is not a relative, at this property.

If one of the above occurs, **(Party 2)** will receive her share of the total equity existing in the property on the date divorce decree is signed.

- The total equity to be divided is **\$(amount)**.
- **(Party 2's)** share will be **\$(amount)**.
- **(Party 1)** will have an equitable lien, as of the date the decree is signed, against the property in the amount of **\$(amount)**. **(Party 2)** will sign a quitclaim deed to **(Party 1)** subject to that lien once the divorce is entered.
- **(Party 1)** will pay **(Party 2)** **\$(amount)** to satisfy the lien. Once **(Party 1)** has paid the lien, **(Party 2)** will sign any documents necessary to remove the lien from the property.

## B. Alimony

The current language is:

## Alimony

30. **Rachel Respondent** will pay **Peter Petitioner \$100.00** per month alimony.

a. **Rachel Respondent's** alimony obligation will end:

- on **01/01/2025**.
- if **Peter Petitioner's** remarries.
- if **Peter Petitioner's** dies.
- if **Peter Petitioner's** cohabits. Cohabitation must be proven in court before **Rachel Respondent** stops paying alimony.

b. Alimony will start the month immediately following entry of the order. The payment schedule will be:

- one half by the 5<sup>th</sup> day of each month, and
- the other half by the 20<sup>th</sup> day of each month.

Alimony not paid by the 5<sup>th</sup> day of the month is past due on the 6<sup>th</sup> day of the month. Alimony not paid by the 20<sup>th</sup> day of the month is past due on the 21<sup>st</sup> day of the month. If the Office of Recovery Services is used to collect alimony, their payment schedule will be followed.

[Utah Code 30-3-5](#) and case law (including [Myers v. Myers](#)) along with recent legislative changes ([H.B. 220](#)) require that the court consider certain factors when awarding alimony in a divorce. Currently OCAP only has the party list the amount of alimony to be paid. It does not include reference to any of the factors.

All of the above will be replaced by the following language which will appear in the Petition, Stipulation, Findings, and Decree in OCAP and MyPaperwork. Payor and Payee will be replaced by the corresponding party's name in the interview and pleadings.

## Alimony

(Utah Code 30-3-5)

### Payee's Financial Need

1. Payee's net income (after taxes) is \$\_\_\_\_\_ per month
2. Payee's ability to earn (after taxes) is \$\_\_\_\_\_ per month.
3. Payee does not have full-time income because:  
 caring for child of the Payor  
 diagnosed with disability: \_\_\_\_\_  
 other reasons: \_\_\_\_\_
4. Payee has taken these reasonable efforts to improve their employment situation: \_\_\_\_\_

**Commented [KT1]:** This language only displays if user chooses the option "payee does not have full-time income" in their interview

5. Payee faces these reasonable barriers to improving their employment situation:

- 6.  Payee will be receiving \$\_\_\_\_\_ per month in child support in this case.
- 7. Payee's current reasonable monthly expenses are \$\_\_\_\_\_.
- 8. Payee's marital monthly expenses (expended during the marriage) are \$\_\_\_\_\_.
- 9. The difference between (Payee's) monthly net income (including child support) and monthly expenses is \$\_\_\_\_\_ based on
  - current expenses
  - marital expensesThis is payee's monthly financial need.

**Commented [KT2]:** These options only appear on the document if user indicates this is true during the interview.

Payor's Ability to Pay

- 10. Payor's net income (after taxes) is \$\_\_\_\_\_ per month.
- 11. Payor's ability to earn is \$\_\_\_\_\_ per month.
- 12.  Payor will be paying \$\_\_\_\_\_ per month in child support in this case.
- 13. Payor's current reasonable monthly expenses are \$\_\_\_\_\_.
- 14. The difference between Payor's monthly net income and monthly expenses (including child support) is \$\_\_\_\_\_. This is payor's ability to pay alimony each month.

Other Alimony Factors

- 15. Payor and Payee have been married for \_\_\_ years and \_\_\_ months.
- 16. The value of real property during the marriage is \$\_\_\_\_\_.
- 17. The value of personal property during the marriage is \$\_\_\_\_\_.
- 18.  The court should also consider these other factors:

Alimony Payment

- 19. Payor will pay Payee \$\_\_\_\_\_ in alimony each month.
- 20. Alimony will start the month immediately following entry of the order. The payment schedule will be:
  - one half by the 5<sup>th</sup> day of each month, and
  - the other half by the 20<sup>th</sup> day of each month.Alimony not paid by the 5<sup>th</sup> day of the month is past due on the 6<sup>th</sup> day of the month. Alimony not paid by the 20<sup>th</sup> day of the month is past due on the 21<sup>st</sup> day of the month. If the Office of Recovery Services is used to collect child support then ORS may also collect alimony and their payment schedule will be followed.
- 21. Payor's alimony obligation will end the earliest of the following:
  - \_\_\_ years and \_\_\_ months
  - If Payee remarries.
  - If Payee dies.
  - If Payee cohabits. Cohabitation must be proven in court before (payor) stops paying alimony.

**Commented [KT3]:** For OCAP and MyPaperwork interview:  
This information should be provided during the interview: (Alimony cannot exceed the payee's monthly needs).

**Commented [JPW4]:** We will add an option for them to write in their own payment plan or to pick this language. If they choose to write their own plan it will give them a blank box and look similar to what is done in the child support section:

28. Child support will be paid as follows:  
**(Blank box where I write my own child support interview.)**

**Commented [KT5]:** •For OCAP: Include this guidance in interview: (Alimony cannot exceed the length of the marriage, which is from the date of the marriage to the date the divorce petition was filed.)

## C. Custody

These changes to the pleadings will be for the new divorce guided interview in MyPaperwork:

1. Incorporate the “Parenting Plan” into the petition, counterpetition, and stipulation instead of a separate document. It is already part of the Findings and Decree.
  - Before the children section we will add the title “Parenting Plan”.
  - In the petition or counterpetition it will say “This parenting plan is being filed in good faith.”
  - Language referring to a separate Parenting Plan being filed will be removed.
  - Will add the words “End of Parenting Plan” after the custody/parent-time provisions and before the child support provisions.
2. Always include a “Parenting Plan” if there are children (regardless of custody arrangement). We will incorporate existing parenting plan provisions that apply to all custody types. Some provisions will continue to only be for joint custody situations (such as Resolving Disputes)
3. Language change to Changing the parenting plan paragraph. It currently says:

### Changing the parenting plan

«PN1». This plan remains in effect until changed. A change must be agreed to by both parents and in the following manner:

(Select one)

- All changes must be in writing.
- Major or permanent changes must be in writing, but minor or temporary changes can be made orally.
- Other: «parenting plan changes other»

All of the above language will be replaced by the following: “This plan remains in effect until changed. A change comes from a modification of a court order.”

4. Changes to Parent-Time paragraphs.
  - We will add where applicable “Parent-time can be as the parties agree. If the parties cannot agree, they will follow the schedule written in this parenting plan.”
  - The statutory parent time schedules will be incorporated into the pleadings instead of separate attachments.
  - For example,

#### Parent-time

8. Parent-time can be as the parties agree. If the parties cannot agree, they will follow the schedule written in this parenting plan. The parents will follow the parent-time schedule in the statute(s).

The children will live with **(Party 1)** and will have parent-time with **(Party 2)** according to the statutory parent-time schedule. **(Party 1)** will be the “custodial” parent.

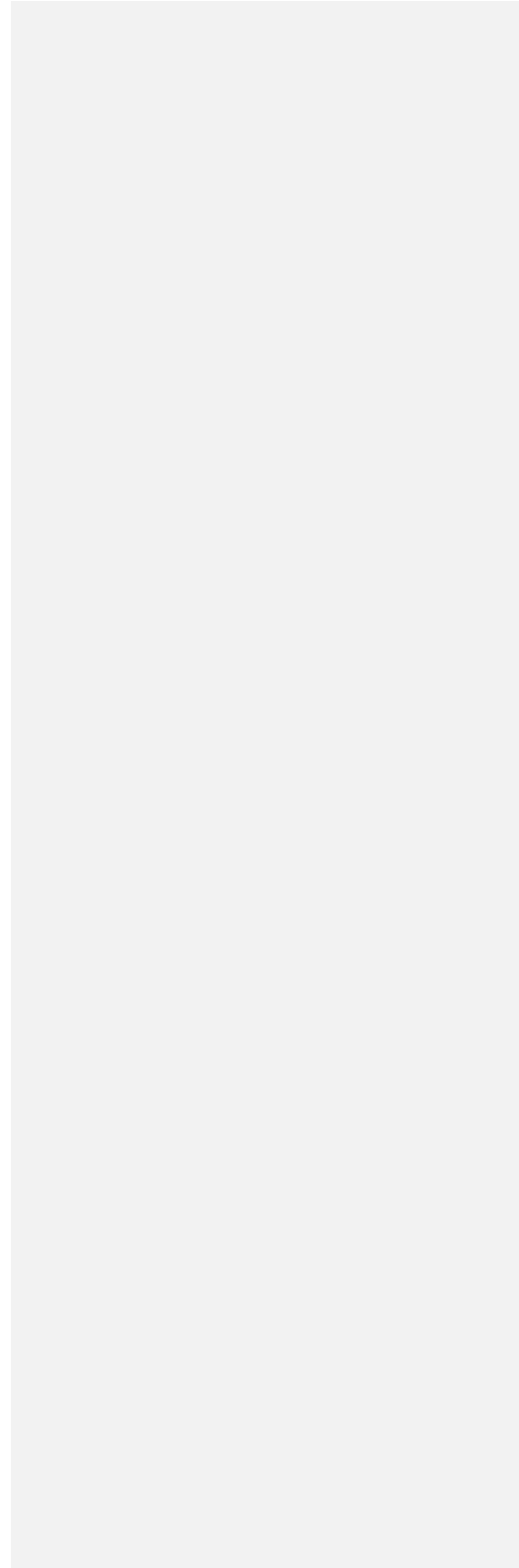
A copy of the following statute(s) is attached to the Parenting Plan.

- Children under 5 (Utah Code 30-3-35.5)
- Children 5-18 (Utah Code 30-3-35)

#### FOR CHILDREN 12 MONTHS TO UNDER 18 MONTHS OF AGE:

**Alternate Weekends:** One 8 hour visit on alternating weekends to be specified by the noncustodial parent; and overnight from 6 p.m. on Friday until noon on Saturday the

5. The Military Parenting Plan will also be incorporated into the petition, counterpetition, and stipulation when it applies instead of being a separate document. It is already part of the Findings and Decree.



**This is a private record**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

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

\_\_\_\_\_  
Email

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

In the  District  Justice Court of Utah

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

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

<p>_____ Plaintiff/Petitioner</p> <p>V.</p> <p>_____ Defendant/Respondent</p>	<p><b>Motion to Waive Fees</b> (Utah Code 78A-2-302 and Code of Judicial Administration Rule 4-508)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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1. I cannot pay the court fees in this case. I believe I qualify for a waiver. I ask the court to waive the following fees: (Choose all that apply. If you need help, ask court staff.)

- Filing fee (Refer to Cover Sheet): Amount: \$ \_\_\_\_\_
- Required classes: parenting (\$35) & orientation (\$30.00)
- Office of Vital Records fee (Adoption Certificate or Divorce Certificate - \$8.00)
- Fee to have papers served in Utah
- OCAP fee (\$20.00)
- Appeal fee
  - \$240 Filing
  - \$10 Small claims appeal (Justice Court)
- Other \_\_\_\_\_

2. I qualify for a fee waiver because: (Choose all that apply.)

a.  I receive: (Choose all that apply.)

Food Stamps (SNAP)

SSI

Medicaid

FEP or TANF

b.  I receive legal services from:

a nonprofit provider: (name of provider) \_\_\_\_\_

a pro bono attorney through the Utah State Bar.

c.  the gross monthly income for my household (before deductions for taxes) is equal to or is less than the amount listed below: (Choose one.)

Household size	Household income	Household size	Household income	Household size	Household income
<input type="checkbox"/> 1	\$1,882.50	<input type="checkbox"/> 3	\$3,227.50	<input type="checkbox"/> 5	\$4,572.50
<input type="checkbox"/> 2	\$2,555.00	<input type="checkbox"/> 4	\$3,900.00	<input type="checkbox"/> 6	\$5,245.00

My household is larger than 6. My household size is \_\_\_\_ and our household income is \$ \_\_\_\_\_. (For each additional household member over six, add \$672.50)

d.  I don't qualify under options a-c above. But I don't have enough money to pay the court fees and provide myself or my family with food, shelter, clothing, or other necessities. (If you choose this option you must fill out the **Extra Information for Fee Waiver form**).

3.  The amount of money held in my prisoner trust account is: \$ \_\_\_\_\_.

**Warning: It is a crime for anyone to intentionally or knowingly provide false or misleading information to the court when seeking a waiver of a court fee.**

I do solemnly swear or affirm that due to my poverty I am unable to bear the expenses of the action or legal proceedings which I am about to commence or the appeal which I am about to take, and that I believe I am entitled to the relief sought by the action, legal proceedings, or appeal.

**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 \_\_\_\_\_



**Extra Information for Fee Waiver**

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

(Do you need to complete this form? Only if you are not receiving public assistance, legal services from a nonprofit provider or a pro-bono attorney through the Utah State Bar, or do not meet the federal poverty guidelines.)

**1. Employment**

I am employed as (Choose all that apply):

an hourly employee (Form W-2)

a salaried employee (Form W-2)

self-employed (Form 1099, Form K-1, Schedule C, etc.)

other (Explain): \_\_\_\_\_

Name of employer	Employer's address and phone number	Job title	Hourly rate or annual salary	Hours per week (If hourly)
			\$	
			\$	
			\$	

I am unemployed because:

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

**2. Dependents** (Count spouse, children or other dependents in your household. If none, write 0.)

The following people depend on me for support.

Number of adults	
Number of children under 18	

**3. Gross Monthly Income**

I have the following monthly income before tax deductions:  
 (Print your pre-tax income in the boxes below. For income that changes from month to month, calculate the annual total and divide by 12 months to list a monthly average.)

Source of income	Monthly amount
Work (Including self employment, wages, salaries, commissions, bonuses, tips and overtime)	\$
Rental income	\$
Business income	\$
Interest	\$
Dividends	\$
Retirement income (Including pensions, 401(k), IRA, etc.)	\$
Worker's compensation	\$
Private disability insurance	\$
Social Security Disability Income (SSDI)	\$
Supplemental Security Income (SSI)	\$
Social Security (Other than SSDI or SSI)	\$
Unemployment benefits	\$
Education benefits (Including grants, loans, cash scholarships, etc.)	\$
Veteran's benefits	\$
Alimony	\$
Child support	\$
Payments from civil litigation	\$
Victim restitution	\$
Public assistance (Including AFDC, FEP, TANF, welfare, etc.)	\$
Financial support from household members	\$
Financial support from non-household members	\$
Trust income	\$
Annuity income	\$
Other (Describe)	\$
Other (Describe)	\$
<b>Total gross monthly income</b>	<b>\$</b>

I have no income because:

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4. **Monthly Tax Deductions**

I have no monthly tax deductions because I have no income.

I have the following monthly tax deductions.

Type of tax deduction	Amount
Federal income tax	\$
State income tax	\$
Municipal income tax	\$
FICA	\$
Medicare	\$
Total monthly tax deductions	\$

5. **After Tax Income**

My monthly income is:

\$ _____	Gross monthly income from section 5
- \$ _____	Minus monthly tax deductions from section 6
<hr style="width: 20%; margin: 0 auto;"/>	
= \$ _____	Equals after-tax monthly income

I have no income.

6. **Monthly Expenses** (Include amounts you pay for yourself and any spouse, children or other dependents in your household.)

Monthly expense	Current Amount
Rent or mortgage	\$
Real estate taxes (if not included in mortgage)	\$
Real estate insurance (if not included in mortgage)	\$
Real estate maintenance	\$
Food and household supplies	\$
Clothing	\$

Monthly expense	Current Amount
Automobile payments	\$
Automobile insurance	\$
Automobile fuel	\$
Automobile maintenance	\$
Other transportation costs (public transportation, parking, etc.)	\$
Utilities (such as electricity, gas, water, sewer, garbage)	\$
Telephone	\$
Paid television, cable, satellite	\$
Internet	\$
Credit card payments	\$
Loans and other debt payments	\$
Alimony	\$
Child support	\$
Child care	\$
Extracurricular activities for children	\$
Education (children)	\$
Education (self)	\$
Health care insurance	\$
Health care expenses (excluding insurance listed above)	\$
Other insurance (describe)	\$
Entertainment	\$
Laundry and dry cleaning	\$
Donations	\$
Gifts	\$
Union and other dues	\$
Garnishment or income withholding order	\$
Retirement deposits (including pensions, 401(k), IRA, etc.)	\$
Other (describe)	\$
Other (describe)	\$
Total monthly expenses	\$

7. **Business Interests** (Add additional sheets if needed.)

I have no business interests.

I have the following business interests.

Business name			
Address & phone			
Nature of business			
Current value of the business \$	Percent owned by _____ % Petitioner      _____ % Respondent		

Business name			
Address & phone			
Nature of business			
Current value of the business \$	Percent owned by _____ % Petitioner      _____ % Respondent		

8. **Financial Assets** (Add additional sheets if needed.)

I have no financial assets.

I have the following financial assets.

Asset	Name & address of institution	Names on account	Current balance
<b>Bank or credit union</b> Account number: _____ Date opened: _____ Type: <input type="checkbox"/> checking <input type="checkbox"/> savings <input type="checkbox"/> other			\$
<b>Bank or credit union</b> Account number: _____ Date opened: _____ Type: <input type="checkbox"/> checking <input type="checkbox"/> savings <input type="checkbox"/> other			\$

Asset	Name & address of institution	Names on account	Current balance
<b>Stocks, bonds, securities, money market account</b> Account number: _____ Date opened: _____			\$
<b>Retirement account</b> Account number: _____ Date opened: _____			\$
<b>Profit sharing plan</b> Account number: _____ Date opened: _____			\$
<b>Annuity</b> Account number: _____ Date opened: _____			\$
<b>Life insurance</b> Account number: _____ Date opened: _____			\$
<b>Money owed to me</b> Date of loan: _____			\$
<b>Cash</b>			\$
<b>Other</b> (describe)			\$
<b>Other</b> (describe)			\$

9. **Real Estate** (Add additional sheets if needed.)

I have no real estate.

I have the following real estate.

**Home**

Address			
Date acquired	Name(s) on title	\$ Original cost	\$ Current value
First mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments
Second mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments

**Other real estate**

Address			
Date acquired	Name(s) on title	\$ Original cost	\$ Current value
First mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments
Second mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments

10. **Personal Property** (Such as vehicles, boats, trailers, major equipment, furniture, jewelry, and collectibles. Add additional sheets if needed.)

I have no personal property.

I have the following personal property.

Property description (if automobile, include year, make, and model)	Debt owed to (name and address)	Names on title (if applicable)	Amount owed	Minimum monthly payments
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$

11. **Debts Owed** (Do not include amounts you owe on property reported in the Real Estate or Personal Property sections. Add additional sheets if needed.)

I do not owe any debts.

I owe the following debts.

Type of debt (such as credit card, cash loan, or installment payment)	Debt owed to (name and address and phone number)	Names on debt	Amount owed	Minimum monthly payments
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$

12. **Other**

[ ] The following facts also show why I cannot pay these court fees.

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**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 \_\_\_\_\_



**This is a private record**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

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

\_\_\_\_\_  
Email

I am the  Petitioner  
 Attorney for the Petitioner and my Utah Bar number is \_\_\_\_\_

In the  District  Justice Court of Utah

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

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

In Re:

\_\_\_\_\_  
Petitioner

**Motion to Waive Fees for  
Expungement**

(Utah Code 78A-2-302 and Code of Judicial Administration Rule 4-508)

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

\_\_\_\_\_  
Judge

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

1. I am filing a petition for expungement. I cannot pay the court fees in this case. I believe I qualify for a waiver. I ask the court to waive the following fees: (Choose all that apply. If you need help, ask court staff.)

Filing fee (Refer to Cover Sheet): Amount: \$ \_\_\_\_\_

Fee to have papers served in Utah

Other \_\_\_\_\_

2. I qualify for a fee waiver because: (Choose all that apply.)

a.  I receive: (Choose all that apply.)

Food Stamps (SNAP)

SSI

Medicaid

FEP or TANF

b.  I receive legal services from:

a nonprofit provider: (name of provider) \_\_\_\_\_

a pro bono attorney through the Utah State Bar.

c.  I have a household size of one, two, or three. My gross monthly income (before deductions for taxes) is less than or equal to \$3,227.50.

d.  I have a household size of four or more. Gross monthly income for my household (before deductions for taxes) is less than or equal to: (Choose one.)

Household size	Household income	Household size	Household income	Household size	Household income
<input type="checkbox"/> 4	\$3,900.00	<input type="checkbox"/> 5	\$4,572.50	<input type="checkbox"/> 6	\$5,245.00

My household is larger than 6. My household size is \_\_\_\_ and our household income is \$\_\_\_\_\_. (For each additional household member over six, add \$672.50)

d.  I don't qualify under options a-d above. But I don't have enough money to pay the court fees and provide myself or my family with food, shelter, clothing, or other necessities. (If you choose this option you must fill out the **Extra Information for Fee Waiver form**).

3.  The amount of money held in my prisoner trust account is: \$\_\_\_\_\_.

Warning: It is a crime for anyone to intentionally or knowingly provide false or misleading information to the court when seeking a waiver of a court fee.

I do solemnly swear or affirm that due to my poverty I am unable to bear the expenses of the action or legal proceedings which I am about to commence or the appeal which I am about to take, and that I believe I am entitled to the relief sought by the action, legal proceedings, or appeal.

**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).

Signature ► \_\_\_\_\_

Date

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

**Attorney or Licensed Paralegal Practitioner of record** (if applicable)

\_\_\_\_\_  
Date

Signature ► \_\_\_\_\_

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

**Extra Information for Fee Waiver**

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

(Do you need to complete this form? Only if you are not receiving public assistance, legal services from a nonprofit provider or a pro-bono attorney through the Utah State Bar, or do not meet the federal poverty guidelines.)

**1. Employment**

I am employed as (Choose all that apply):

an hourly employee (Form W-2)

a salaried employee (Form W-2)

self-employed (Form 1099, Form K-1, Schedule C, etc.)

other (Explain): \_\_\_\_\_

Name of employer	Employer's address and phone number	Job title	Hourly rate or annual salary	Hours per week (If hourly)
			\$	
			\$	
			\$	

I am unemployed because:

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

**2. Dependents** (Count spouse, children or other dependents in your household. If none, write 0.)

The following people depend on me for support.

Number of adults	
Number of children under 18	

3. **Gross Monthly Income**

I have the following monthly income before tax deductions:  
 (Print your pre-tax income in the boxes below. For income that changes from month to month, calculate the annual total and divide by 12 months to list a monthly average.)

Source of income	Monthly amount
Work (Including self employment, wages, salaries, commissions, bonuses, tips and overtime)	\$
Rental income	\$
Business income	\$
Interest	\$
Dividends	\$
Retirement income (Including pensions, 401(k), IRA, etc.)	\$
Worker's compensation	\$
Private disability insurance	\$
Social Security Disability Income (SSDI)	\$
Supplemental Security Income (SSI)	\$
Social Security (Other than SSDI or SSI)	\$
Unemployment benefits	\$
Education benefits (Including grants, loans, cash scholarships, etc.)	\$
Veteran's benefits	\$
Alimony	\$
Child support	\$
Payments from civil litigation	\$
Victim restitution	\$
Public assistance (Including AFDC, FEP, TANF, welfare, etc.)	\$
Financial support from household members	\$
Financial support from non-household members	\$
Trust income	\$
Annuity income	\$
Other (Describe)	\$
Other (Describe)	\$
<b>Total gross monthly income</b>	<b>\$</b>

I have no income because:

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4. **Monthly Tax Deductions**

I have no monthly tax deductions because I have no income.

I have the following monthly tax deductions.

Type of tax deduction	Amount
Federal income tax	\$
State income tax	\$
Municipal income tax	\$
FICA	\$
Medicare	\$
Total monthly tax deductions	\$

5. **After Tax Income**

My monthly income is:

\$ _____	Gross monthly income from section 5
- \$ _____	Minus monthly tax deductions from section 6
<hr style="width: 20%; margin: 0 auto;"/>	
= \$ _____	Equals after-tax monthly income

I have no income.

6. **Monthly Expenses** (Include amounts you pay for yourself and any spouse, children or other dependents in your household.)

Monthly expense	Current Amount
Rent or mortgage	\$
Real estate taxes (if not included in mortgage)	\$
Real estate insurance (if not included in mortgage)	\$
Real estate maintenance	\$
Food and household supplies	\$
Clothing	\$

Monthly expense	Current Amount
Automobile payments	\$
Automobile insurance	\$
Automobile fuel	\$
Automobile maintenance	\$
Other transportation costs (public transportation, parking, etc.)	\$
Utilities (such as electricity, gas, water, sewer, garbage)	\$
Telephone	\$
Paid television, cable, satellite	\$
Internet	\$
Credit card payments	\$
Loans and other debt payments	\$
Alimony	\$
Child support	\$
Child care	\$
Extracurricular activities for children	\$
Education (children)	\$
Education (self)	\$
Health care insurance	\$
Health care expenses (excluding insurance listed above)	\$
Other insurance (describe)	\$
Entertainment	\$
Laundry and dry cleaning	\$
Donations	\$
Gifts	\$
Union and other dues	\$
Garnishment or income withholding order	\$
Retirement deposits (including pensions, 401(k), IRA, etc.)	\$
Other (describe)	\$
Other (describe)	\$
Total monthly expenses	\$

7. **Business Interests** (Add additional sheets if needed.)

I have no business interests.

I have the following business interests.

Business name			
Address & phone			
Nature of business			
Current value of the business \$	Percent owned by _____ % Petitioner      _____ % Respondent		

Business name			
Address & phone			
Nature of business			
Current value of the business \$	Percent owned by _____ % Petitioner      _____ % Respondent		

8. **Financial Assets** (Add additional sheets if needed.)

I have no financial assets.

I have the following financial assets.

Asset	Name & address of institution	Names on account	Current balance
<b>Bank or credit union</b> Account number: _____ Date opened: _____ Type: <input type="checkbox"/> checking <input type="checkbox"/> savings <input type="checkbox"/> other			\$
<b>Bank or credit union</b> Account number: _____ Date opened: _____ Type: <input type="checkbox"/> checking <input type="checkbox"/> savings <input type="checkbox"/> other			\$



Asset	Name & address of institution	Names on account	Current balance
<b>Stocks, bonds, securities, money market account</b> Account number: _____ Date opened: _____			\$
<b>Retirement account</b> Account number: _____ Date opened: _____			\$
<b>Profit sharing plan</b> Account number: _____ Date opened: _____			\$
<b>Annuity</b> Account number: _____ Date opened: _____			\$
<b>Life insurance</b> Account number: _____ Date opened: _____			\$
<b>Money owed to me</b> Date of loan: _____			\$
<b>Cash</b>			\$
<b>Other</b> (describe)			\$
<b>Other</b> (describe)			\$

9. **Real Estate** (Add additional sheets if needed.)

I have no real estate.

I have the following real estate.

**Home**

Address			
Date acquired	Name(s) on title	\$ Original cost	\$ Current value
First mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments
Second mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments

**Other real estate**

Address			
Date acquired	Name(s) on title	\$ Original cost	\$ Current value
First mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments
Second mortgage or lien holder (name & address)		\$ Amount owed	\$ Monthly payments

10. **Personal Property** (Such as vehicles, boats, trailers, major equipment, furniture, jewelry, and collectibles. Add additional sheets if needed.)

I have no personal property.

I have the following personal property.

Property description (if automobile, include year, make, and model)	Debt owed to (name and address)	Names on title (if applicable)	Amount owed	Minimum monthly payments
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$

11. **Debts Owed** (Do not include amounts you owe on property reported in the Real Estate or Personal Property sections. Add additional sheets if needed.)

I do not owe any debts.

I owe the following debts.

Type of debt (such as credit card, cash loan, or installment payment)	Debt owed to (name and address and phone number)	Names on debt	Amount owed	Minimum monthly payments
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$

12. **Other**

[ ] The following facts also show why I cannot pay these court fees.

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**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 \_\_\_\_\_

\_\_\_\_\_  
 (Name)  
 \_\_\_\_\_  
 (Address)  
 \_\_\_\_\_  
 (City)  
 \_\_\_\_\_  
 (Email)  
 \_\_\_\_\_  
 (Telephone)

**Court Decision**

\_\_\_\_\_ Date of approval

\_\_\_\_\_ Date of denial

\_\_\_\_\_  
*(Initials of judge or clerk)*

**In the Utah Court of Appeal / Utah Supreme Court** (circle one)

450 S State St.  
 Salt Lake City, UT 84111

\_\_\_\_\_, *(name)*  
 Appellant / Appellee (circle one)

**MOTION TO WAIVE FEES FOR APPELLATE COURTS**

vs.

\_\_\_\_\_  
*(name)*  
 Appellant / Appellee (circle one)

Appellate Case No. \_\_\_\_\_

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

To obtain a waiver of court fees, I am providing the following financial information:

*(NOTE: If Section 1 below applies and is completed, then you do not need to complete Section 2. Section 2 must be completed if Section 1 does not apply.)*

**SECTION 1:**

I qualify for a fee waiver because: (Choose all that apply.)

a.  I receive: (Choose all that apply.)

Food Stamps (SNAP)

Medicaid

SSI

FEP or TANF

b.  I receive legal services from:

a nonprofit provider: (name of provider) \_\_\_\_\_

a pro bono attorney through the Utah State Bar.

c.  the gross monthly income for my household (before deductions for taxes) is equal to or is less than the amount listed below: (Choose one.)

Household size	Household income	Household size	Household income	Household size	Household income
<input type="checkbox"/> 1	\$1,882.50	<input type="checkbox"/> 3	\$3,227.50	<input type="checkbox"/> 5	\$4,572.50
<input type="checkbox"/> 2	\$2,555.00	<input type="checkbox"/> 4	\$3,900.00	<input type="checkbox"/> 6	\$5,245.00

My household is larger than 6. My household size is \_\_\_\_\_ and our household income is \$\_\_\_\_\_. (For each additional household member over six, add \$672.50)

d.  I don't qualify under options a-c above. But I don't have enough money to pay the court fees and provide myself or my family with food, shelter, clothing, or other necessities. (If you choose this option you must fill out the **Extra Information for Fee Waiver form**).

3.  The amount of money held in my prisoner trust account is: \$\_\_\_\_\_.

Warning: It is a crime for anyone to intentionally or knowingly provide false or misleading information to the court when seeking a waiver of a court fee.

I do solemnly swear or affirm that due to my poverty I am unable to bear the expenses of the action or legal proceedings which I am about to commence or the appeal which I am about to take, and that I believe I am entitled to the relief sought by the action, legal proceedings, or appeal.

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 \_\_\_\_\_

**SECTION 2:**

(Do you need to complete this part? Only if you are not receiving public assistance, legal services from a nonprofit provider or a pro-bono attorney through the Utah State Bar, or do not meet the federal poverty guidelines.)

**Income:**

I was born on:		
If I am applying for my child, my child's name is:	If I am applying for my child, my child's date of birth is:	
<input type="checkbox"/> I have the following job(s). My employer's name and address is:  (If you do not have a job, write "None" in this space.)	Monthly pay before deductions:  \$ _____	Monthly pay after deductions:  \$ _____

<input type="checkbox"/> I have income from sources other than employment. <b>Include such sources as rental income, money or other support from non-household family members, etc.)</b>	Source of income	Monthly income, non-wage \$ _____
<input type="checkbox"/> I receive this much per month from government programs. <b>(Include such sources as social security benefits, worker's compensation, veterans non-educational benefits, housing, food, other living allowances, etc.)</b>	Source of income	Monthly income from government programs \$ _____
<input type="checkbox"/> I share a household with other adults, some of whom have jobs and share the cost of household expenses. The names and my relationship to these household members are listed in this box: Name: _____ Relation: _____ Name: _____ Relation _____	Monthly pay before deductions of other adults in household: \$ _____ \$ _____	Monthly pay after deduction of other adults in household: \$ _____ \$ _____
<input type="checkbox"/> I receive this much alimony per month:		\$ _____

**Assets**

<input type="checkbox"/> I have this much money in cash, in the bank, in stocks or bonds, or in other available sources:	\$ _____ -
<input type="checkbox"/> Other people or organizations owe me this much money:	\$ _____ -
<input type="checkbox"/> If Applicant is a prisoner, how much is held in Applicant's trust account? <b>(Certificate Regarding Inmate Account must be filed.)</b>	\$ _____ -

I own or am buying a **home, land, or other real property**, and **vehicles or other personal property** as listed below.

Property (home, land, vehicles, etc.) and location	Balance owed	Value
Home		\$ _____
Land and other real property		\$ _____
Cars, trucks, or other vehicles		

		\$ _____
Other personal property		\$ _____

**Debt**

I owe the following debts:

To whom owed	Amount	To whom owed	Amount
	\$ _____ —		\$ _____
	\$ _____ —		\$ _____
	\$ _____ —		\$ _____

**Expenses**

In an average month, I spend money for the following items:

	Amount		Amount		Amount
Food	\$ _____ —	Gas	\$ _____ —	Child support	\$ _____
Clothing	\$ _____ —	Water	\$ _____ —	Child care	\$ _____
Cost of housing	\$ _____ —	Telephone	\$ _____ —	Education expense for children	\$ _____
Transportation	\$ _____ —	Uninsured medical expenses	\$ _____ —	Other (list)	\$ _____
Electricity	\$ _____ —	Health insurance	\$ _____ —	Other (list)	\$ _____

The following people depend on me for support:

Name	Age	Relationship	Name	Age	Relationship	Lives in household with me: Yes or No?


The following facts also indicate that I am unable to pay court fees and costs:

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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 \_\_\_\_\_



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

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

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

<p>In the Matter of (select one)</p> <p><input type="checkbox"/> the Marriage of (for a divorce with or without children, annulment, separate maintenance, or temporary separation case)</p> <p><input type="checkbox"/> the Children of (to establish custody, parent-time or child support)</p> <p><input type="checkbox"/> the Parentage of the Children of (for a paternity case)</p> <p>_____ (name of Petitioner)</p> <p>and</p> <p>_____ (name of Respondent)</p> <p>_____ Other parties (if any)</p>	<p><b>Order on Motion to Waive Fees</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
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The matter before the court is a Motion to Waive Fees. Having reviewed the Motion to Waive Fees and Statement Supporting Motion and supporting financial evidence, and having made an independent determination,

**The court orders:**

- The motion is denied.** The information shows that the party is reasonably able to pay the fees.

2.  **The motion is denied.** The party failed to provide the required information. The party may re-file the motion with the required information within 14 days.
3.  **The motion is granted.** The following fees are waived. If the fee is waived in part, it is because the party is reasonably able to pay the balance.

Fee	Waived in Full	Waived in Part – Amount to be Paid
Filing fee	[ ]	
OCAP fee	[ ]	
<b>Required classes</b>		
<b>parenting class fees</b>	[ ]	
<b>orientation class fees</b>	[ ]	
Vital stats fee – divorce certificate or report of adoption	[ ]	
Fee to have papers served within Utah	[ ]	
Other (Describe.)	[ ]	

4. Any fees not waived must be paid within 30 days or the case may be dismissed.
5. This order is subject to review and amendment as long as the court has jurisdiction of the case.

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

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

### Notice to the Moving Party

If the fee waiver was denied because the judge found **you are reasonably able to pay** (paragraph 1 is marked), and you:

- have lost your source of income;
- have unaccounted expenses limiting your ability to pay;
- will suffer immediate irreparable harm if the action is delayed; or
- would lose the opportunity to file the case because of the delay,

you may file a Memorandum Demonstrating Inability to Pay Fees within 10 days of the date of this order.

If the fee waiver was denied **because you failed to provide the required information** (paragraph 2 is marked), and you want your request to be reconsidered, you must file a corrected motion with the required information within 14 days of the date of this order.

**Clerk’s Certificate of Service**

I certify that on \_\_\_\_\_ (date) a copy of this order was served on the moving party by the method indicated below:

Mailed	Emailed	Party Name	Mail or Email Address
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
			_____

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature ►

\_\_\_\_\_  
Printed name of court clerk

**This is a tier 2 case.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

I am the     Petitioner  
                  Attorney for the Petitioner and my Utah Bar number is \_\_\_\_\_

**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.

In the District Court of Utah

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

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

<p>In the Matter of the Adoption of _____ (adoptee's name)</p>	<p><b>Petition to Adopt a Minor Stepchild</b></p> <p>_____ Case Number</p> <p>_____ Judge</p>
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**Instructions:**

- You must complete this form before you file it. Court staff cannot complete this form for you.
- Keep a copy of all documents for your records.
- Attend all court hearings.
- Attach the following:
  - Additional pages as needed to complete paragraphs that don't have enough space. Write the paragraph number on the additional page.
  - Consent to Adoption and Waiver of Rights signed by any people who have the right to consent to the adoption
  - Waiver of Rights signed by any people who have the right to notice of the proceedings but not the right to consent
  - Death certificate or other evidence of death of any deceased person whose consent to the adoption is required
  - Report of Adoption for the Office of Vital Records and Statistics
  - Criminal history investigation, based on fingerprint identification, from the Federal Bureau of Investigation, the Utah Bureau of Criminal Identification, or the Utah Department of Health and Human Services
  - Child Abuse History Report from the Division of Child and Family Services

- (1) The co-petitioners want \_\_\_\_\_ (name of adopting parent) to adopt \_\_\_\_\_ (adoptee's current name).
- (2) Utah has jurisdiction under Utah Code Section 78B-6-105.
- (3) The case is properly filed in this county because (Choose one.)
- we reside in this county.
- we are not residents of this state, and (Choose all that apply.)
- the proposed adoptee was born in this county.
- the proposed adoptee resides in this county on the day on which this petition is filed.
- a parent of the proposed adoptee resides in this county on the day on which this petition is filed.
- (4) Adoption serves the adoptee's health, safety, welfare and moral climate and will promote the adoptee's best interests because
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- (5) The adopting parent is the adoptee's stepparent.
- (6) The adopting parent is married to the adoptee's custodial parent in a marriage that is legally valid and binding.
- (7) (Choose one or both.):
- The adopting parent is at least 10 years older than the adoptee.
- The adopting parent's spouse is at least 10 years older than the adoptee.
- (8) The adoptee was born: (Choose one.)
- in Utah.
- in a state other than Utah and the requirements of Title 80, Chapter 2, Part 9, Interstate Compact on Placement of Children, have been complied with.
- (9) The adoptee has lived in the adopting parent's home for: (Choose one.)
- six months

less than six months, but we request that the court waive the six-month requirement because

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(10) The adoptee is not an Indian child as defined in 25 U.S. Code Section 1903.

(11) The adoptee is: (Choose one.)

16 years of age or older.

under 16 and is considered a citizen or national of the United States by the United States Citizenship and Immigration Services.

under 16 years of age and is not considered a citizen or national of the United States by the United States Citizenship and Immigration Services. (Attach written evidence from the United States Citizenship and Immigration Services showing that the adoptee was admitted into the United States for permanent residence, was admitted into the United States temporarily in one of the lawful nonimmigrant categories, or was legally paroled into the United States.)

(12) The pre-placement and post-placement adoptive evaluations are not required because the adopting parent is the adoptee's stepparent and the adopting parent's spouse is the adoptee's custodial parent.

(13) We have attached a criminal history investigation, based on fingerprint identification, from the Federal Bureau of Investigation, the Utah Bureau of Criminal Identification, or the Utah Department of Health and Human Services for: (choose all that apply)

the adopting parent

other adults living in our home (not including the custodial parent):  
\_\_\_\_\_ (list names)

(14) The adopting parent has not been convicted of, pleaded guilty to, or pleaded no contest to a disqualifying offense under Utah Code 78B-6-117(5).

(15) I have attached a report from the Division of Child and Family Services about whether there are any reports or investigations of child abuse, neglect, and dependency for: (choose all that apply)

the adopting parent

other adults living in our home (not including the custodial parent):  
(list names)

#### WAIVER OF RIGHTS; CONSENT REQUIRED

(16) The adoptee: (Choose one.)

has consented to this adoption and waives their rights. (Attach the consent.)

cannot consent because the adoptee is less than 12 years old.

cannot consent because the adoptee lacks the mental capacity to consent.

(17) The adoptee's mother: (Choose one.)

is a co-petitioner.

has died. (Attach photocopy of the death certificate or other evidence of death.)

has consented to this adoption and waives her rights. (Attach the consent.)

has not consented to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

is not entitled to consent because her parental rights have been terminated. (Attach the order terminating parental rights.)

(18) The adoptee's father: (Choose one.)

is a co-petitioner

has died. (Attach photocopy of the death certificate or other evidence of death.)

has consented to this adoption and waives his rights. (Attach the consent.)

has not consented to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

is not entitled to consent because his parental rights have been terminated. (Attach the order terminating parental rights.)

is not entitled to consent because the child was conceived as a result of conduct by the father which would constitute a sexual offense described in Title 76, Chapter 5, Part 4.

is not entitled to consent because: (All must apply.)

he has not fully and strictly complied with the requirements of Utah Code Sections 78B-6-121 and 78B-6-122; and

he has not been adjudicated to be the adoptee's biological father before the mother consented to the adoption or relinquished the adoptee for adoption; and

he has not signed and filed a voluntary declaration of paternity with the state registrar of vital statistics before the mother consented to the adoption or relinquished the adoptee for adoption.

#### ADOPTEE'S GUARDIAN

(19)  The adoptee does not have a guardian.

OR

The adoptee's guardian: (Choose one.)

has authority to consent, has consented to this adoption, and waives their rights. (Attach the consent.)

has authority to consent, has not consented to this adoption, and will be served with Notice of Petition to Adopt and Notice of Rights.

does not have authority to consent, but has waived their right to notice and to intervene. (Attach the waiver.)

does not have authority to consent, has not waived their rights to notice and to intervene, and will be served with Notice of Petition to Adopt and Notice of Rights.

#### WAIVER OF RIGHTS; CONSENT NOT REQUIRED

(20) The adoptee's custodian: (Choose one.)

has waived their rights. (Attach the waiver.)

has not waived their rights and will be served with Notice of Petition to Adopt and Notice of Rights.

The adoptee does not have a custodian.

(21) The adoptee's spouse: (Choose one.)

has waived their rights. (Attach the waiver.)

has not waived their rights and will be served with Notice of Petition to Adopt and Notice of Rights.

The adoptee does not have a spouse.

#### REQUEST



(22) We request that an Adoption Agreement be executed before this court and that the court issue an Adoption Decree declaring that:

the adoptee is adopted by \_\_\_\_\_ (name of adopting parent) and is that person's child;

the adoptee and \_\_\_\_\_ (name of adopting parent) have all the rights and duties of the relationship of child and parent;

all rights, duties and responsibilities, including residual parental rights, of any person who

- consented to this adoption,
- relinquished the adoptee for adoption,
- was served with notice of this adoption, or
- was not entitled to consent to or notice of this adoption

are terminated, and such person has no further rights with regard to the adoptee;

the adoptee be named \_\_\_\_\_  
(adoptee's proposed first, middle, and last name).

We 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 Adopting Parent  
(or attorney) \_\_\_\_\_

Signed at \_\_\_\_\_ (city, and state or country).

\_\_\_\_\_  
Date  
Signature ► \_\_\_\_\_  
Printed Name Adopting Parent's Spouse  
(or attorney) \_\_\_\_\_

### **Spousal consent to adoption**

---

I am the adopting stepparent's spouse and the adoptee's custodial parent, and I have the mental capacity to give consent.

I understand that if my child is adopted, my child's non-custodial parent will no longer have any parental rights or responsibilities for my child, but that I will continue to have full parental rights and responsibilities. I further understand that if my child is adopted by my spouse, my spouse will be known as my child's parent and my child will be known also as my spouse's child.

Understanding all of this, I voluntarily agree that adoption by my spouse promotes my child's best interest, and I voluntarily consent that my child be adopted by my spouse.

\_\_\_\_\_ Sign here ► \_\_\_\_\_  
Date  
Name of the adopting parent's spouse \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

In the Matter of the Adoption of

\_\_\_\_\_  
(adoptee's name)

**Findings of Fact and Conclusions of Law on Petition to Adopt a Minor Stepchild**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

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

**The Court Finds:**

- (1) The co-petitioners want \_\_\_\_\_ (name of adopting parent) to adopt \_\_\_\_\_ (adoptee's current name).
- (2) Utah has jurisdiction under Utah Code Section 78B-6-105.
- (3) The case is properly filed in this county because (Choose one.)  
 Petitioners reside in this county.  
 Petitioners are not residents of this state, and (Choose all that apply.)

the proposed adoptee was born in this county.

the proposed adoptee resides in this county on the day on which this petition is filed.

a parent of the proposed adoptee resides in this county on the day on which this petition is filed.

(4) Adoption serves the adoptee's health, safety, welfare and moral climate and will promote the adoptee's best interests.

(5) The adopting parent is the adoptee's stepparent.

(6) The adopting parent is married to the adoptee's custodial parent in a marriage that is legally valid and binding.

(7) (Choose one or both.):

The adopting parent is at least 10 years older than the adoptee.

The adopting parent's spouse is at least 10 years older than the adoptee.

(8) The adoptee was born: (Choose one.)

in Utah.

in a state other than Utah and the requirements of Title 80, Chapter 2, Part 9, Interstate Compact on Placement of Children, have been complied with.

(9) The adoptee has lived in the adopting parent's home for: (Choose one.)

six months

less than six months, but there is good cause to waive the six-month requirement.

(10) The adoptee is not an Indian child as defined in 25 U.S. Code Section 1903.

(11) The adoptee is: (Choose one.)

16 years of age or older.

under 16 and is considered a citizen or national of the United States by the United States Citizenship and Immigration Services.

under 16 years of age and is not considered a citizen or national of the United States by the United States Citizenship and Immigration Services.

(12) The pre-placement and post-placement adoptive evaluations are not required because the adopting parent is the adoptee's stepparent and the adopting parent's spouse is the adoptee's custodial parent.

- (13) The Federal Bureau of Investigation, the Utah Bureau of Criminal Identification, or the Utah Department of Health and Human Services has conducted a criminal history investigation, based on fingerprint identification, about the adopting parent and other adults living in the home (not including the custodial parent), which is on file with this court.
- (14) The adopting parent has not been convicted of, pleaded guilty to, or pleaded no contest to a disqualifying offense under Utah Code 78B-6-117(5).
- (15) The Division of Child and Family Services has investigated all reports and investigations of child abuse, neglect, and dependency about the adopting parent and other adults living in the home (not including the custodial parent), which is on file with this court.

#### WAIVER OF RIGHTS; CONSENT REQUIRED

- (16) The adoptee: (Choose one.)
- has consented to this adoption and waives their rights.
  - cannot consent because the adoptee is less than 12 years old.
  - cannot consent because the adoptee lacks the mental capacity to consent.
- (17) The adoptee's mother: (Choose one.)
- is a co-petitioner.
  - has died.
  - has consented to this adoption and waives her rights.
  - has not consented to this adoption, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.
  - is not entitled to consent because her parental rights have been terminated.
- (18) The adoptee's father: (Choose one.)
- is a co-petitioner
  - has died.
  - has consented to this adoption and waives his rights.
  - has not consented to this adoption, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.
  - is not entitled to consent because his parental rights have been terminated.
  - is not entitled to consent because the child was conceived as a result of conduct by the father which would constitute a sexual offense described in Title 76, Chapter 5, Part 4.

is not entitled to consent because: (All must apply.)

- he has not fully and strictly complied with the requirements of Utah Code Sections 78B-6-121 and 78B-6-122; and
- he has not been adjudicated to be the adoptee's biological father before the mother consented to the adoption or relinquished the adoptee for adoption; and
- he has not signed and filed a voluntary declaration of paternity with the state registrar of vital statistics before the mother consented to the adoption or relinquished the adoptee for adoption.

#### ADOPTEE'S GUARDIAN

(19)  The adoptee does not have a guardian.

OR

The adoptee's guardian: (Choose one.)

has authority to consent, has consented to this adoption, and waives their rights.

has authority to consent, has not consented to this adoption, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.

does not have authority to consent, but has waived their right to notice and to intervene.

does not have authority to consent, has not waived their rights to notice and to intervene, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.

#### WAIVER OF RIGHTS; CONSENT NOT REQUIRED

(20) The adoptee's custodian: (Choose one.)

has waived their rights.

has not waived their rights, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.

The adoptee does not have a custodian.

(21) The adoptee's spouse: (Choose one.)

has waived their rights.

has not waived their rights, was served with Notice of Petition to Adopt and Notice of Rights, and did not timely file a Motion to Intervene.

[ ] The adoptee does not have a spouse.

**The Court Concludes:**

(22) The requirements of the Title 78B, Chapter 6, Part 1, Utah Adoption Act, have been met.

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

\_\_\_\_\_

Date

Signature ► \_\_\_\_\_

Judge \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

I am  Plaintiff/Petitioner  
 Plaintiff/Petitioner's Attorney

In the District Court of Utah

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

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

In the Matter of the Adoption of

\_\_\_\_\_  
(minor's name)

**Petition to Adopt a Minor by a  
Relative**

(Utah Code 78B-6-101, et. seq.)

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

1. My full name is (full name) : \_\_\_\_\_

I was born in (city, state and country): \_\_\_\_\_

The co-petitioner is my spouse. The co-petitioner's full name is: (full name):

\_\_\_\_\_

The co-petitioner was born in (city, state and country):

\_\_\_\_\_

2. We are asking to adopt the minor (the person being adopted) listed below:



(minor's complete name)	
(minor's date of birth)	
(minor's city and state of birth)	

3. There are no juvenile court proceedings involving this minor.
4. I am related to (choose one):
- the minor.
  - the parent who has custody of the minor,  
\_\_\_\_\_ (custodial parent's name).
5. I am related to the person I marked in paragraph 4 above because I am their (choose one):
- aunt or uncle
  - first cousin
  - grandparent
  - sibling
  - stepparent
7. This court has authority over this case. The case is filed in this county because (choose one):
- I reside in this county.
  - I am not a resident of this state, and (choose all that apply.)
    - the minor was born in this county.
    - the minor resides in this county on the day on that this petition is filed.
    - a parent of the minor resides in this county on the day that this petition is filed.
8. The adoption is in the best interests of the minor because: (Explain how the adoption is best for the minor's health, safety, welfare and moral climate.)
- \_\_\_\_\_
- \_\_\_\_\_

- 
- 
- 
9. I am (choose one):
- legally married.
  - single and a relative of the minor.
10. I am (choose one):
- at least 10 years older than the minor.
  - not at least 10 years older than the minor, but my spouse is.
11. The minor was born (choose one):
- in Utah.
  - in a state other than Utah. The requirements of Title 62A, Chapter 4a, Part 7, Interstate Compact on Placement of Children, have been complied with.
12. **The minor has lived with me in my home for at least three months.**
13. The minor is not an Indian child as defined in 25 U.S. Code, Section 1903.
14. The minor is (choose one):
- at least 16 years of age.
  - under 16 years of age and is considered a citizen or national of the United States by the United States Citizenship and Immigration Services.
  - under 16 years of age and is not considered a citizen or national of the United States by the United States Citizenship and Immigration Services. (Attach written evidence from the United States Citizenship and Immigration Services showing that the minor was admitted into the United States for permanent residence, was admitted into the United States temporarily in one of the lawful nonimmigrant categories, or was legally paroled into the United States.)
15. The pre-placement and post-placement adoptive evaluations are (choose one):
- being filed with this petition.
  - not required under Utah Code 78B-6-128(1)(c) and Utah Code 78B-6-129(2) because:
    - one of the minor's current legal parents has legal custody of the minor; and

- the petitioner(s) are related to the minor or the parent.

16. I have attached a criminal history investigation, based on fingerprint identification, from the Federal Bureau of Investigation, the Utah Bureau of Criminal Identification, or the Utah Department of Health and Human Services for: (choose all that apply)

myself

the co-petitioner

other adults living in our home: \_\_\_\_\_ (list names)

17. I have not been convicted of, pleaded guilty to, or pleaded no contest to a disqualifying offense under Utah Code 78B-6-117(5).

The co-petitioner has not been convicted of, pleaded guilty to, or pleaded no contest to a disqualifying offense under Utah Code 78B-6-117(5).

18. I have attached a report from the Division of Child and Family Services about whether there are any reports or investigations of child abuse, neglect, and dependency for: (choose all that apply)

myself

the co-petitioner

other adults living in our home: \_\_\_\_\_ (list names)

19.  I have attached or will file a certificate of search of paternity registry and birth certificate registry from the Office of Vital Records and Statistics.

### **WAIVER OF RIGHTS – CONSENT REQUIRED**

20. The minor (choose one):

has agreed to this adoption and waives their rights. (File the agreement separately or at time of hearing.)

cannot agree because the minor is less than 12 years old.

cannot agree because the minor lacks the mental capacity to agree.

21. The minor's mother: (Choose one.)

has died. (Attach a copy of the death certificate or other evidence of death.)

has agreed to this adoption and waives her rights. (File the agreement separately or at time of hearing.)

has not agreed to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

22. The minor's father: (Choose one.)

has died. (Attach a copy of the death certificate or other evidence of death.)

has agreed to this adoption and waives his rights. (File the agreement separately or at time of hearing.)

has not agreed to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

does not have any legal right to contest or agree because the minor was conceived as a result of a sexual offense (by the father) as described in Title 76, Chapter 5, Part 4.

does not have any legal right to contest or agree because (All must apply.):

- he has not fully and strictly complied with the requirements of Utah Code Sections 78B-6-121 and 78B-6-122; and
- he has not been determined by a court to be the minor's biological father before the mother agreed to the adoption or relinquished the minor for adoption; and
- he did not sign and file a voluntary declaration of paternity with the state registrar of vital statistics before the mother agreed to the adoption or relinquished the minor for adoption.

23.  The petitioner's spouse: (Choose one.)

has agreed to this adoption and waives their rights. (File the agreement separately or at time of hearing.)

has not agreed to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

## **MINOR'S GUARDIAN**

23. The minor (choose one):

does not have a guardian.

has guardians and the guardians (choose one):

are the petitioners.

- have authority to agree, have agreed to this adoption, and waive their rights. (File the agreement separately or at time of hearing.)
- have authority to agree, have not agreed to this adoption, and will be served with Notice of Petition to Adopt and Notice of Rights.
- do not have a legal right to contest or agree, but have waived their right to notice and to intervene. (File the waiver separately or at time of hearing.)
- do not have a legal right to contest or agree and, have not waived their rights to notice and to intervene, and will be served with Notice of Petition to Adopt and Notice of Rights.

**WAIVER OF RIGHTS – CONSENT NOT REQUIRED**

24. The minor’s custodian: (Choose one.)

- is the petitioner.
- has waived their rights. (File the waiver separately or at time of hearing.)
- has not waived their rights and will be served with Notice of Petition to Adopt and Notice of Rights.
- The minor does not have a custodian.

**REQUEST**

25. I ask that an Adoption Agreement be executed before this court and that the court issue an Adoption Decree ordering that:

- the minor is adopted by \_\_\_\_\_ (name of adopting relatives) and is that person’s child;
- the minor and \_\_\_\_\_ (name of adopting relatives) have all the rights and duties of the relationship of child and parent;
- all rights, duties and responsibilities, including residual parental rights, of any person who
  - agreed to this adoption,
  - relinquished the minor for adoption,
  - was served with notice of this adoption, or
  - was not entitled to agree to or notice of this adoption
 are terminated, and they have no further rights to the minor;

[ ] the name of the minor be changed to:

\_\_\_\_\_  
(minor's proposed first, middle, and last name).

**Petitioner**

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 \_\_\_\_\_

**Co-petitioner** (if applicable)

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 of record** (if applicable)

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

\_\_\_\_\_  
Name(s)

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the District Court of Utah

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

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

In the Matter of the Adoption of

\_\_\_\_\_  
(minor's name)

**Findings of Fact and Conclusions of Law on Petition to Adopt a Minor by a Relative**

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

\_\_\_\_\_  
Judge

\_\_\_\_\_  
Commissioner

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

**The Court Finds:**

1. The Petitioner, \_\_\_\_\_  
(full name of adopting relative), was born in: (city, state and country):  
\_\_\_\_\_.

[ ] The co-petitioner, who is the spouse of the petitioner, (full name)  
\_\_\_\_\_, was born in in (city, state and country): \_\_\_\_\_.

They want to adopt the following minor:

(Minor's complete name)	
(Minor's date of birth)	
(Minor's city and state of birth)	

2.  The Petitioner wants the name of the minor be changed to:

\_\_\_\_\_ (minor's proposed first, middle, and last name).

2. Utah has jurisdiction under Utah Code Section 78B-6-105.

3. The case is properly filed in this county because (Choose one.)

Petitioner(s) reside in this county.

Petitioner(s) are not residents of this state, and (choose all that apply)

the minor was born in this county.

the minor resides in this county on the day on which this petition is filed.

a parent of the minor resides in this county on the day that this petition is filed.

4. Adoption serves the adoptee's health, safety, welfare and moral climate and will promote the minor's best interests because:

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5. The Petitioner(s) is the \_\_\_\_\_ (relationship) of \_\_\_\_\_ (minor's current name or name of custodial parent).

6. Petitioner(s) is:

legally married.

single and a relative of the minor.

7. (Choose all that apply.):

The adopting parent is at least 10 years older than the minor.



- The adopting parent or the adopting parent's spouse is at least 10 years older than the minor.
8. The minor was born: (Choose one.)
- in Utah.
- in a state other than Utah and the requirements of Title 62A, Chapter 4a, Part 7, Interstate Compact on Placement of Children, have been complied with.
9. The minor has lived in the adopting parent's home for at least three months.
10. The minor is not an Indian child as defined in 25 U.S. Code Section 1903.
11. The minor is: (Choose one.)
- 16 years of age or older.
- under 16 and is considered a citizen or national of the United States by the United States Citizenship and Immigration Services.
- under 16 years of age and is not considered a citizen or national of the United States by the United States Citizenship and Immigration Services.
12. The pre-placement and post-placement adoptive evaluations are:
- filed with the court.
- not required under Utah Code 78B-6-128(1)(c) 78B-6-129(2) because a pre-existing parent has legal custody of the minor and the petitioner(s) are related to the minor or the parent.
13. The Federal Bureau of Investigation, the Utah Bureau of Criminal Identification, or the Utah Department of Health and Human Services has conducted a criminal history investigation, based on fingerprint identification, about the adopting parents and other adults living in the home (not including the custodial parent), which is on file with this court.
14. The adopting parent has not been convicted of, pleaded guilty to, or pleaded no contest to a disqualifying offense under Utah Code 78B-6-117(5).
15. The Division of Child and Family Services has investigated all reports and investigations of child abuse, neglect, and dependency about the adopting parents and other adults living in the home (not including the custodial parent), which is on file with this court.

16. A certificate of search of paternity registry and birth certificate registry from the Office of Vital Records and Statistics is on file with this court.

**WAIVER OF RIGHTS; CONSENT REQUIRED**

17. The minor: (Choose one.)
- has agreed to this adoption and waives their rights.
  - cannot agree because the minor is less than 12 years old.
  - cannot agree because the minor lacks the mental capacity to agree.
18. The minor's mother: (Choose one.)
- has died.
  - has agreed to this adoption and waives her rights.
  - has not agreed to this adoption, was served with Notice of Petition to Adopt and Notice of Rights, and did not file a Motion to Intervene within the time allowed.
19. The minor's father: (Choose one.)
- has died.
  - has agreed to this adoption and waives his rights.
  - has not agreed to this adoption, was served with Notice of Petition to Adopt and Notice of Rights, and did not file a Motion to Intervene within the time allowed.
  - does not have any legal right to contest or agree because the minor was conceived as a result of a sexual offense (by the father) as described in Title 76, Chapter 5, Part 4.
  - does not have any legal right to contest or agree because (All must apply.):
    - he has not fully and strictly complied with the requirements of Utah Code Sections 78B-6-121 and 78B-6-122; and
    - he has not been determined by a court to be the minor's biological father before the mother agreed to the adoption or relinquished the minor for adoption; and
    - he did not sign and file a voluntary declaration of paternity with the state registrar of vital statistics before the mother agreed to the adoption or relinquished the minor for adoption.

23.  The petitioner's spouse: (Choose one.)

has agreed to this adoption and waives their rights. (File the agreement separately or at time of hearing.)

has not agreed to this adoption and will be served with Notice of Petition to Adopt and Notice of Rights.

### **ADOPTEE'S GUARDIAN**

20.  The minor does not have a guardian.

OR

The minor's guardians: (Choose one.)

are the petitioners.

have authority to agree, have agreed to this adoption, and waive their rights.

have authority to agree, have not agreed to this adoption, were served with Notice of Petition to Adopt and Notice of Rights, and did not file a Motion to Intervene within the time allowed.

do not have a legal right to contest or agree, but have waived their right to notice and to intervene.

do not have authority to agree, have not waived their rights to notice and to intervene, were served with Notice of Petition to Adopt and Notice of Rights, and did not file a Motion to Intervene within the time allowed.

### **WAIVER OF RIGHTS; CONSENT NOT REQUIRED**

21. The minor's custodian: (Choose one.)

is the petitioner.

has waived their rights.

has not waived their rights, was served with Notice of Petition to Adopt and Notice of Rights, and did not file a Motion to Intervene within the time allowed.

The adoptee does not have a custodian.

### **The Court Concludes:**

22. The requirements of Title 78B, Chapter 6, Part 1, Utah Adoption Act, have been met.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
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 #: \_\_\_\_\_)  
 Petitioner's Licensed Paralegal Practitioner (Utah Bar #: \_\_\_\_\_)

In the District Court of Utah

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

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

In the Matter of the (choose all that apply):

name change of:

sex change of:

\_\_\_\_\_  
Petitioner (current legal name)

**Petition for** (choose all that apply):

**Name Change**  
(Utah Code 42-1-1)

**Sex Change**  
(Utah Code 26B-8-111)

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

\_\_\_\_\_  
Judge

**Petitioner Information**

1. I live in \_\_\_\_\_ County, Utah.

2. I was born on: \_\_\_\_\_ (date).

3. Except for this petition:

I am not involved in any court actions or proceedings.

I am involved in the following court actions or proceedings:

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

4. I am:
- not on probation or parole.
- On probation or parole.

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

5. I am not filing this petition for a wrongful or fraudulent purpose, which includes efforts to commit a crime, to interfere with the rights of others, to avoid creditors, to influence the sentence, fine, or conditions of imprisonment in a criminal case, to commit fraud on the public, or for any other fraudulent purpose.
6. 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.
7. I do not know any reason why this petition should not be granted.
8. I request a hearing.

**[ ] Name Change** (Only complete paragraphs 9-13 if you are asking for a name change.)

9. I request a name change.

The name on my birth certificate is:

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

**[ ] My name changed due to marriage, divorce, or court order. My current legal name is:**

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

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:

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10. I live in \_\_\_\_\_ County, Utah and have lived here since \_\_\_\_\_ (date), which is at least one year before filing this petition.

11. I am not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))

12. 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.):

---

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~~13. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.~~

**Sex Change** (Only complete paragraphs 14-19 if you are asking for a sex change.)

~~1413.~~ My birth certificate says that my legal sex is  male  female  other: \_\_\_\_\_

~~1514.~~ I ask the court to order that my legal sex is  male  female  other: \_\_\_\_\_

~~1615.~~ I have transitioned to the sex sought in this petition and have outwardly expressed as the sex sought in this petition in a consistent and uniform manner for at least 6 months.

~~1716.~~ I experience clinically significant distress or impairment due to the current legal sex designation on my birth certificate.

~~1818.~~ I have attached evidence of appropriate clinical care or treatment for gender transitioning or change by a licensed medical professional. (example: letter from medical provider).

~~1918.~~ I have attached evidence that I have outwardly expressed the sex sought in this petition in a consistent and uniform manner for at least 6 months and that the sex change sought in this petition is sincerely held and part of my core identity.

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 \_\_\_\_\_



\_\_\_\_\_  
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.

I am the  Petitioner  Attorney for the Petitioner and my Utah Bar number is \_\_\_\_\_  
 Licensed Paralegal Practitioner of the Petitioner and my Utah Bar number is \_\_\_\_\_

In the District Court of Utah

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

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

In the matter of the (choose all that apply):

- name change of  
 sex change of

\_\_\_\_\_  
(Minor's name)

A minor.

**Petition for** (choose all that apply):

- Minor's Name Change**  
(Utah Code 42-1-1)
- Minor's Sex Change (and appointment of Private Guardian Ad Litem)**  
(Utah Code 26-2-11)

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

\_\_\_\_\_  
Judge

1. I am asking this Court to change vital statistics information for a minor. (A minor is a person who is younger than 18 years old.)
2. My relationship to the minor is:  
 parent  
 other (such as custodian or guardian; court order must be attached):  
\_\_\_\_\_
3. If I am not the minor's legal guardian or custodian, I have attached a copy of the court orders appointing the guardian or custodian. Here is what I know about those orders:

Date signed by judge	Case number	Court name	Copy attached?

4. Minor's information:

Name on birth certificate:	
Date of birth:	
Place of birth:	
Minor's current address: (you must file in the county where the minor lives)	
Date when minor began living in county where petition is filed: (the minor must live in the county for at least one year)	
Name of adult who lives with minor, has physical custody, and provides care	
Parents' names:	
Parents' current addresses: (list both addresses if they aren't the same)	
Minor's sex on birth certificate	

5. Except for this petition:

The minor is not involved in any court actions or proceedings.

The minor is involved in the following court actions or proceedings:

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

6. The minor is:

not on probation or parole.

On probation or parole.

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Court case name		Court case number	
Judge's name		County and state	
Type of case	<input type="checkbox"/> Order of protection <input type="checkbox"/> Civil litigation	<input type="checkbox"/> Juvenile court proceeding <input type="checkbox"/> Criminal case	
Did the judge make an order?	<input type="checkbox"/> Yes <input type="checkbox"/> No		

7. I am not requesting these changes for a wrongful or fraudulent purpose, which includes efforts to commit a crime, to interfere with the rights of others, to avoid creditors, or to influence the sentence, fine, or conditions imprisonment in a criminal case, to commit fraud on the public, or for any other fraudulent purpose.

8. Granting this petition will not affect any right, title, or interest of anyone else, except for the parent, custodian, or guardian named above.

9. I do not know of any reason why this petition should not be granted.

10. I request a hearing.

(If you are only asking for a name change, complete paragraphs 11-14 and then skip to paragraph 22.

If you are asking for both a name and sex change, complete all the paragraphs below.

If you are only asking for a sex change, skip to paragraph 15)

**11.  Name Change**

I ask the court to change the minor's name to:

First name	
Middle name (if any)	
Surname (last name)	

12. The minor is not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))

13. The minor is (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.):

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~~14. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.~~

**1514.  Sex Change**

(Only complete paragraphs 15-21 if you are asking for a sex change for the minor.)

I ask the court to change the minor's legal sex to:  male  female.

~~1615.~~ The minor is at least 15 years and 6 months old.

~~1716.~~ I ask the court to appoint a private guardian ad litem for the minor child.

~~1817.~~ The minor has transitioned to the sex sought in this petition and has outwardly expressed as the sex sought in the petition in a consistent and uniform manner for at least 6 months.

~~1918.~~ The minor experiences clinically significant distress or impairment due to the current legal sex designation on their birth certificate.

~~2019.~~ I have attached evidence of the minor's appropriate clinical care or treatment for gender transitioning or change by a licensed medical professional.

~~2120.~~ I have attached evidence that the minor has outwardly expressed the sex sought in this petition in a consistent and uniform manner for at least 6 months and that the sex change sought in this petition is sincerely held and part of their core identity.

**Notice and Best Interests**

~~2221.~~  The following people may be entitled to notice and to participate in these proceedings:

\_\_\_\_\_ (parent's name)

has agreed to the proposed change.

I have attached their signed consent, or I will file it before the hearing on this petition.

has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.

\_\_\_\_\_ (other parent's name)

has agreed to the proposed change.  
I have attached their signed consent, or I will file it before the hearing on this petition.

has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.

\_\_\_\_\_ (guardian, conservator, Guardian ad Litem)

has agreed to the proposed change.  
I have attached their signed consent, or I will file it before the hearing on this petition.

has not agreed to the proposed change.  
I will have them served with a copy of this petition and a summons.

2322. The changes to the minor's vital statistics information will benefit the minor. Here are the reasons why:

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

2423. The minor child: (choose one)

is old enough to make intelligent and decisive choices, and wants to make these changes because:

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

is not old enough to make an intelligent and decisive choice about these changes.

2524. These changes are in the minor's best interest.

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 \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the [ ] District [ ] Justice Court of Utah

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

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

<p>In Re:</p> <p>_____</p> <p>Petitioner</p>	<p><b>Order on Petition to Expunge Records with Certificate of Eligibility</b></p> <p>_____</p> <p>Case Number</p> <p>_____</p> <p>Judge</p>
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The matter before the court is a Petition to Expunge Records. This matter is being resolved by:

- [ ] The pleadings and other papers of the parties, or
- [ ] A hearing held on \_\_\_\_\_ (date), notice of which was served on all parties and at which the court considered the pleadings and evidence presented by the parties.

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

**The Court Finds by Clear and Convincing Evidence that:**

1. **The petition is sufficient.**
2. **The certificate of eligibility is valid and contains the information needed for the court to issue an order for expungement.**

3. The statutory requirements have been met.
4. Expunging the petitioner's records will not harm the interests of the public.
5. The court also finds that: (choose any that apply)
  - the expungement petition is for a case that was dismissed without prejudice or without condition. The prosecutor has consented to the expungement, and the prosecutor has indicated that they have not filed and do not intend to file related charges.
  - the court received an objection. The expungement petition is for a charge dismissed because of a plea in abeyance agreement, and the charge is eligible for enhancement, but there is good cause for the court to grant the expungement.

**The Court Concludes:**

6. The records of petitioner's arrest, investigation, and detention relating to: (choose one)
  - the following incidents: \_\_\_\_\_; (law enforcement agency file number) of \_\_\_\_\_ (law enforcement agency name) should be expunged.
  - case number: \_\_\_\_\_ should be expunged.

**The Court Orders:**

7. The records of petitioner's arrest, investigation, detention relating to:
  - the following incidents: \_\_\_\_\_; (law enforcement agency file number) of \_\_\_\_\_ (law enforcement agency name) will be expunged.
  - case number: \_\_\_\_\_ will be expunged.
  - Petitioner may deliver a copy of this order to any government agency or official that may have such records.
  - The Bureau of Criminal Identification must notify all criminal justice agencies affected by this order.

- The clerk of the court must expunge all related court records as provided by Rule 4-205.
- Any other government agency or official receiving this order must expunge related records as provided by Utah Code, Title 77, Chapter 40a, Part 4.
- Any government agency or official receiving this order may not divulge information identifying the petitioner.
- Any government agency or official receiving this order must respond to any inquiry as though the arrest or conviction did not occur.

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

\_\_\_\_\_

Date

Signature ►

\_\_\_\_\_

Judge

\_\_\_\_\_



\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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

In the [ ] District [ ] Justice Court of Utah

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

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

In Re:

\_\_\_\_\_  
Petitioner

**Order on Petition to Expunge  
Records with Special Certificate**

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

\_\_\_\_\_  
Judge

The matter before the court is a Petition to Expunge Records. This matter is being resolved by:

[ ] The pleadings and other papers of the parties, or

[ ] A hearing held on \_\_\_\_\_ (date), notice of which was served on all parties and at which the court considered the pleadings and evidence presented by the parties.

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

**The Court Finds by Clear and Convincing Evidence that:**

1. The petition is sufficient and provides sufficient information for the court to determine that the statutory requirements have been met.
2. The certificate of eligibility is valid.

3. The statutory requirements have been met.
4. Expunging the petitioner's records will not harm the interests of the public.

**The Court Concludes:**

5. All records of petitioner's arrest, investigation, and detention relating to: (choose one)

the following incidents: \_\_\_\_\_; (law enforcement agency file number) of \_\_\_\_\_ (law enforcement agency name) should be expunged.

case number: \_\_\_\_\_ should be expunged. The Court

**The Court Orders:**

6. All records of petitioner's arrest, investigation, detention relating to:

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- Any government agency or official receiving this order may not divulge information identifying the petitioner.
- Any government agency or official receiving this order must respond to any inquiry as though the arrest or conviction did not occur.

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

\_\_\_\_\_

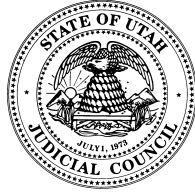
Date

Signature ►

\_\_\_\_\_

Judge

\_\_\_\_\_



# Administrative Office of the Courts

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

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

## Court Interpreter Program

### FORMAL COMPLAINT FORM

The complaint procedure applies only to interpreters who are listed on active status on the Utah Court Interpreter Roster maintained by the State Court Interpreter Program.

Complainant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Complaint Against: \_\_\_\_\_  
Interpreter's Name (please print)

### STATEMENT OF FACTS

Please provide the information requested below. Attach additional pages if necessary.

1. Date and location of the alleged violation.

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2. If the incident took place while the interpreter was engaged in a court proceeding, please provide the following information (if not, skip 2a):

a. Case name and number: \_\_\_\_\_

b. Your connection to the case or incident in question (e.g. party, victim, attorney, other interpreter, clerk, judge, etc.):  
\_\_\_\_\_

(Continue on the following page)

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



I understand that the information provided in this document may be shared with any of the parties involved during the course of an investigation ~~and that the matter will be handled in accordance with rule 3-306.05 of the Utah Code of Judicial Administration.~~

Under penalty of perjury, I swear and affirm that the statements and information provided in this and any attached document are true and correct to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form with attachments to:

Jessica Vázquez-Leavitt  
Language Access Program Manager  
Office of Fairness and Accountability  
Administrative Office of the Courts  
P.O. Box 140241  
Salt Lake City, UT 84114-0241  
Email: [jessical@utcourts.gov](mailto:jessical@utcourts.gov)