

**Agenda**  
**Advisory Committee on Rules of**  
**Appellate Procedure**

January 7, 2016  
12:00 to 2:00 p.m.

Scott M. Matheson Courthouse  
450 South State Street  
Judicial Council Room  
Administrative Office of the Courts, Suite N31

Welcome and approval of minutes.	Tab 1	Joan Watt
Recognition of Alison Adams-Perlac		Joan Watt
Amendments to enable electronic filing	Tab 2	Paul C. Burke, Judge Gregory K. Orme, Rodney R. Parker, Clark W. Sabey, Timothy M. Shea, Judge J. Frederic Voros, Jr., Mary E. Westby

**Committee Webpage:** [http://www.utcourts.gov/committees/appellate\\_procedure/](http://www.utcourts.gov/committees/appellate_procedure/)

**Meeting Schedule:**

February 4, 2016

June 2, 2016

March 3, 2016

September 1, 2016

April 7, 2016

October 6, 2016

May 5, 2016

November 3, 2016

# Tab 1

**MINUTES**

**SUPREME COURT’S ADVISORY COMMITTEE ON THE  
UTAH RULES OF APPELLATE PROCEDURE**

Administrative Office of the Courts  
450 South State Street  
Salt Lake City, Utah 84114

Judicial Council Room  
Thursday, November 5, 2015  
12:00 p.m. to 1:30 p.m.

---

**PRESENT**

Rodney Parker- Acting Chair  
Alison Adams-Perlac – Staff  
Troy Booher  
Paul Burke  
Marian Decker  
R. Shawn Gunnarson  
Alan Mouritsen  
Judge Gregory Orme  
Adam Pace – Recording Secretary  
Bridget Romano  
Clark Sabey  
Lori Seppi  
Tim Shea  
Ann Marie Taliaferro  
Judge Fred Voros  
Mary Westby

**EXCUSED**

Joan Watt – Chair

**1. Welcome and Introduction of New Members**

**Rodney Parker**

Mr. Parker served as acting chair in Ms. Watt’s absence. He welcomed the committee to the meeting.

**2. Member Disclosures**

**Committee**

Mr. Parker invited Ms. Decker to disclose a brief summary of her practice area to the new committee members, since she was not present for member disclosures in the September meeting. She did so.

**3. Approval of September Minutes**

**Rodney Parker**

Mr. Parker invited a motion to approve the minutes from the September meeting.

*Mr. Burke moved to approve the September minutes. Ms. Seppi seconded the motion and it passed unanimously.*

#### **4. Rule 28 A – Appellate Mediation Office**

**Tim Shea**

Mr. Parker invited Mr. Shea to provide an update on the committee’s recommendation to not amend Utah R. App. P. 28A(h), which allows confidential requests for mediation. Mr. Shea reported that the Supreme Court agreed with the committee’s recommendation as to the Court of Appeals, but that they wanted to include language explaining that confidential mediation requests are not allowed in the Supreme Court. Mr. Shea introduced the proposed changes to Rule 28A(h), now labeled as Rule 28A(e)(1) and (e)(2), which differentiate how mediation requests are treated in the Supreme Court and the Court of Appeals. This led to a discussion of additional proposed changes to the rule.

Mr. Shea recommended deleting subsection (c) and the first sentence of subsection (b), regarding the transmittal of the record on appeal. Mr. Shea indicated that these provisions are obsolete because there is no physical transmission of the record anymore—it takes place electronically.

Mr. Parker asked whether the proposed deletion of only the “[u]pon receipt of the order…” language in subsection (d) would affect the perception of when participation in mediation is mandatory. Judge Voros indicated, and Mr. Shea agreed, that the language in subsection (d) was unnecessary because the order itself states that the parties are required to participate. Mr. Parker suggested and others agreed that subsection (d) should be deleted entirely to avoid any ambiguity. Mr. Shea suggested including a committee note explaining that the deletion of the language in (d) was not intended to be a substantive change to the rule. The committee members agreed with this approach.

Mr. Shea recommended deleting the last two sentences in subsection (e), now relabeled as subsection (b). He indicated that the statutory references in the first sentence are unnecessary, and in any event are outdated. He also indicated that the language in the second sentence would be more appropriate to include in a rule of evidence. Judge Orme suggested leaving the language in the second sentence alone unless and until the Rules of Evidence are amended to address it. Mr. Parker suggested, and others agreed, that the second sentence should not be deleted. This led to a discussion by Ms. Westby, Mr. Shea, Ms. Perlac, and others about the types of documents which are sent to the mediator or available to them electronically. Mr. Parker asked Mr. Shea to flag the issue for discussion by the e-filing committee as to whether the mediation office should be carved out from electronic filing.

Mr. Burke suggested adding language in the rule to state that the Court’s denial of a mediation request will not preclude the parties from engaging in private mediation or settlement discussions. He emphasized the public policy encouraging settlement, and expressed concern that the Court’s denial of a mediation request under the rule might be misinterpreted, and would have the effect of discouraging settlements. Mr. Perlac suggested including Mr. Burke’s suggested language as a new subsection (e)(3).

Mr. Parker summarized the proposed changes to Rule 28A and invited a motion to adopt them.

*Mr. Burke moved for the committee to adopt the proposed changes to Rule 28A as further amended. Mr. Gunnerson seconded the motion and it passed unanimously.*

## **5. Effect of Post-judgment Proceedings on Time to Appeal**

**Tim Shea**

Mr. Parker invited discussion of a proposal to amend Rule 4(b) to conform to the federal model, which allows Rule 60 motions, and motions for attorney's fees if the district court so orders, to extend the time in which to file a notice of appeal. Mr. Shea introduced the topic by explaining that a joint workgroup comprised of members of the Civil and Appellate Rules Committees examined Utah policies underlying the issue, and recommended that Utah adopt the federal model. He reported that the Civil Rules Committee already agreed with the recommendation as it relates to the civil rules, and he urged the committee to move forward quickly so that the proposed amendments could be published and put in place as soon as possible.

The committee members discussed whether, and under what circumstances, a motion for attorney's fees should be included in Rule 4(b) as a motion that extends the time to file a notice of appeal. Mr. Sabey questioned the benefit of leaving the determination to the trial court's discretion. He recommended including motions for attorney's fees in Rule 4(b), without the need for an order from the district court. Judge Voros spoke in favor of adopting the federal model, noting that it did not really change anything as to attorney-fee motions because judges already have discretion to certify non-final orders as final under Rule 54, which affects the timing of an appeal. The committee discussed the pros and cons of the two approaches. Mr. Shea expressed his preference to follow the federal model if possible. Judge Voros commented that the federal model allowed appeals on the merits to proceed faster, while Mr. Sabey's proposal would force the appeal to be consolidated with the attorney fee issues. Ms. Westby spoke in favor of Mr. Sabey's approach, saying that it would encourage attorney's fee issues to be resolved faster, and that it would be easier to have a bright line rule regarding them. Mr. Burke favored adopting the federal model, and commented that there is a benefit in giving the trial court flexibility. Mr. Parker commented, and several others agreed, that it is not realistic to get in front of a state district court judge that quickly to decide whether an attorney fee issue would toll the time for appeal. This could lead to problems because the time to appeal would expire before the judge ruled on the issue. This led to a discussion by the committee members about the potential traps to parties not knowing when to file an appeal. Ultimately, the committee members agreed that it was better to have a bright-line rule regarding attorney fee motions that does not involve judicial discretion. Mr. Booher and Judge Orme supported Mr. Sabey's suggestion of including them in Rule 4(b). Mr. Parker asked if there was a consensus on the issue. The majority of the committee members agreed with Mr. Sabey's proposal. The committee then discussed drafting changes to Rule 4(b) to implement this approach.

The committee members discussed whether, and under what circumstances, a Rule 60 motion should be included in Rule 4(b) as a motion that extends the time to file a notice of

appeal. Some members questioned whether it made sense to include Rule 60 motions, and there was discussion about whether including them in Rule 4(b) would raise issues with the timing of when such motions are filed. Mr. Booher suggested, and others agreed, that only motions filed under Rule 60(b) should be included. The committee agreed to approve the recommendation to include Rule 60(b) motions, send the proposed change out for public comment, and then revisit the issue after seeing the comments.

Mr. Perlac summarized the proposed changes to Rule 4(b), and Mr. Parker invited a motion to adopt them.

*Mr. Booher moved for the committee to adopt the proposed changes to Rule 4(b) as further amended. Mr. Burke seconded the motion and it passed unanimously.*

**6. Rule 24**  
**Rule 24 and *State v. Nielsen***  
**Rule 27**

**Committee**

Discussion of this issue was tabled until the next meeting.

**7. Other Business**

The committee did not discuss other business.

**8. Adjourn**

The meeting was adjourned at 1:37 p.m. The next meeting will be held on Thursday, January 7, 2016.

# Tab 2



Timothy M. Shea  
Appellate Court Administrator

Andrea R. Martinez  
Clerk of Court

## Supreme Court of Utah

450 South State Street  
P.O. Box 140210  
Salt Lake City, Utah 84114-0210

Appellate Clerks' Office  
Telephone 801-578-3900  
Fax 801-578-3999

December 21, 2015

Matthew B. Durrant	Chief Justice
Thomas R. Lee	Associate Chief Justice
Christine M. Durham	Justice
Deno G. Himonas	Justice
John A. Pearce	Justice

**To:** Appellate Rules Committee

**From:** Paul C. Burke, Lisa A. Collins, Andrea R. Martinez,  
Judge Gregory K. Orme, Rodney R. Parker, Clark W. Sabey,  
Timothy M. Shea, Judge J. Frederic Voros, Jr.,  
Mary E. Westby

**Re:** Rules of procedure to accommodate electronic filing

---

We recommend the attached amendments to accommodate electronic filing. The recommendations are the result of 20 meetings over the course of about one year. We have reviewed each rule at least three times. The amendments are based on an e-filing model that we have explored with the IT department of the administrative office of the courts. That model is likely to evolve as we gain experience, but, at the start, it looks something like this:

- 1) The AOC will host e-filing. There will be no third-party service providers, as there are in district court.
- 2) Ultimately, lawyers filing documents will be required to file them electronically. The notice of appeal will be filed in the trial court. Documents filed after the notice of appeal will be filed in the appellate court. Petitions to review administrative agency actions and original petitions will be filed in the appellate court.
- 3) The deadline for mandatory e-filing will be established based on a timeline developed in conjunction with the IT department of the AOC. That timeline has not yet been established, although the programming is supposed to be complete by July 1, 2016. Lawyers will have the option to e-file before the mandatory date.
- 4) Self-represented parties will continue to file and serve documents by traditional means, but will be encouraged to e-mail them to the court and to the other parties. E-filing by self-represented parties is an identified goal, but there might not be time to program it.

- 5) Printed courtesy copies of some briefs will be required. Otherwise only a digital file will be filed.
- 6) There will be a schedule of mostly uniform 7, 14, or 21 calendar days to perform a specified act. We propose changing 5-day deadlines to 7 days, 10- and 15-day deadlines to 14 days, and 20-day deadlines to 21 days. We did not modify any 30-day deadlines or, in child welfare appeals, the 15-day deadlines. The 3-day “mailing” rule remains, as does the “inmate mailbox” rule. We recommend removing the provision to count only business days if a deadline is less than 11 days. A few specified deadlines calculated by business days remain, but they are very short, 2 or 3 days. The date of filing, rather than the date of service, is the trigger date for many responsive actions.
- 7) As in the district court, e-filing a document has the effect of serving the document on other e-filers. Since only lawyers might be able to e-file, self-represented parties will have to serve and be served using traditional means, which includes email. Unlike URCP 5, service by email on a self-represented party will not require the party’s agreement.
- 8) The transcriber will electronically file the transcript, as is now the case.
- 9) The record in the review of an administrative agency will be assembled either as a digital or paper file, depending on the capability of the agency, and delivered to the appellate court.
- 10) There will be no traditional assembly of the record on appeal from the district court or juvenile court nor an electronic equivalent of assembly into a single digital file. Exhibits offered or introduced as evidence and not electronically filed in the trial court will be sent to the appellate court in the traditional way. IT is still working on presenting digital evidence.
- 11) The digital records of the district court and juvenile court will be available to lawyers, self-represented parties and the courts through the courts’ e-filing systems. A digital file of assembled agency records will be available to lawyers, self-represented parties and the courts as a digital file. A paper file of assembled agency records will be checked out of the agency or the appellate court in the traditional manner. The court will print select portions of a digital file for a self-represented party upon request and a showing of need.

- 12) Citations in briefs and other appellate filings to the trial court record will be by the number of the document in the trial court docket and the relevant page number within the document. The citation to the trial court record will be a link to the relevant page of the document. Citations to the record of an administrative agency's digital or paper file will be by citation to the relevant Bates number or page number of the file. The IT department of the AOC has developed an application to simplify the process of creating links.
- 13) Links to other material, such as statutes, rules and court opinions, will be permitted but not required.
- 14) A traditional signature on filings will be permitted but not required. The effective signature is filer's electronic signature, which is governed by Title 46, Chapter 4, Uniform Electronic Transactions Act. The filer's electronic signature carries all of the representations and consequences of a traditional signature.

In drafting the amendments, we were guided by the following principles. If a rule does not merit amendment based on at least one of the first three, it does not appear here. If a rule does merit amendment based on the first three, we developed amendments with the others in mind as well. Inevitably the drafts fail at times to live up to these principles.

- 1) Eliminate or modify descriptions of a physical, paper process. Deleting a description of a paper process does not necessarily mean adding a description of an electronic process.
- 2) Eliminate multiple copies, except courtesy copies of some briefs.
- 3) Create mostly uniform system of deadlines of 7, 14, or 21 calendar days to perform a specified act.
- 4) Consolidate provisions for service, proof of service and filing fees.
- 5) Change "shall" to "is" or "will" when it means a statement of fact or of future fact; change to "must" when it means a command. Similarly, change to "may" or "may not" to permit or prohibit an act.
- 6) Correct errors.
- 7) Simplify phrasing.
- 8) Create links to statutes and other rules.

You will probably discover, as did we, that, with so many rules under consideration simultaneously, phrasing, procedures, and even policies that

warrant attention become apparent, and the number of while-we're-at-it changes inevitably grows.

If the rules are to be effective by July 1, 2016, there is little leeway from the following schedule:

December 21	Send subcommittee proposal to full committee
January 7	First consideration by committee
February 4	Second and final pre-publication consideration by committee
February 8	Publish proposed amendments for comment
March 25	Deadline to submit comments
March 28	Subcommittee consideration of comments
April 7	Full committee consideration of comments
May 5	Final committee action
May 25	Final supreme court action
July 1	Amendments effective

As we have only two committee meetings before publishing the rules for comment, we encourage you to carefully consider all of the amendments ahead of time. Having as complete a picture as possible will help as we examine parts of that picture in more detail. The committee will need to manage its time carefully. While we want all members to have the opportunity to raise issues, we hope you are comfortable recognizing the value of the work already done.

Committee members are of course free to raise any point, but we believe that focusing on the following points will lead to the broadest understanding of e-filing in the appellate courts:

- 1) Discretionary and mandatory e-filing. See Rule 21. Allowing attorneys to e-file before requiring it allows people to gain experience at a more reasonable pace. The district court and the juvenile court both had success with this approach.
- 2) Service among lawyers through the e-filing system. Mail or email service by and on self-represented parties. See Rule 21. Personal service in original proceedings. See Rule 19, Rule 20, and Rule 21.
- 3) Mostly uniform system of deadlines. See Rule 22 and item 6) on page 2 of this memo. Since the advent of e-filing in the district court, the “days-are-days” approach of the Rules of Civil Procedure—based, in turn, on the Federal Rules of Civil Procedure—has proved successful. The deadlines are described throughout the rules; if we missed any, speak up.

- 4) Nature of the record. Citing and linking to the record. Citing and linking to other source material. See Rule 11, Rule 21A, and Rule 24. Administrative agency records likely will not change initially. See Rule 16. The appellate courts will discuss with some agencies creating an assembled record in an Adobe PDF format instead of paper documents. The assembled trial court record will simply cease to exist. Citing and linking to the record in a brief will be straightforward, and we will arrange for a demonstration at a future meeting.
- 5) Uniform form for all documents, including briefs. Printed courtesy copies for certain briefs. See Rule 27. We anticipate most documents will be read on monitors, and we developed the format recommendations with this in mind. Because neither appellate court has monitors on the bench, the rule requires printed courtesy copies of the briefs most likely to be needed in the courtroom.
- 6) Shorter time to the notice of the briefing schedule. Rule 13 does not impose a deadline for the clerk of court to start the briefing schedule. Nor do we propose establishing a deadline, but, because the trial court record will no longer be assembled, the start date in many cases will be sooner than before.

copy:     Ron Bowmaster  
          Penny Rainaldi

1 **Rule 5-201. Requests for enlargement of time by court reporters and court transcribers.**

2 Intent:

3 To establish a process to expedite the preparation of transcripts and promote consistency in granting  
4 requests for enlargements of time.

5 To establish a process which will facilitate the disposition of appeals.

6 Applicability:

7 This rule shall apply to the appellate courts.

8 Statement of the Rule:

9 (1) To obtain an enlargement of time in which to complete and file a transcript under Rule 12(a) of the  
10 Rules of Appellate Procedure, the reporter or transcriber shall file with the clerk of the appellate court a  
11 request for an enlargement of time showing good cause for permitting the extension. The request shall  
12 contain the following elements which are similar in form to a motion for an enlargement of time under  
13 Rule 22(b) of the Rules of Appellate Procedure:

14 (A) A statement of the reasons for granting the request.

15 (B) A statement of whether the reporter or transcriber has obtained any previous enlargements of  
16 time and, if so, the number and duration of such enlargements.

17 (C) A statement of the original deadline sought to be extended.

18 (D) A statement of the date certain on which the reporter or transcriber will file the transcript with the  
19 court from which the appeal is taken, and

20 (E) A certificate of service of the request upon all parties to the appeal or their counsel of record or a  
21 stipulation by them to the extension request.

22 (2) The request for an enlargement of time shall be filed prior to the expiration of the deadline sought  
23 to be extended. A request for an enlargement of time that fails to meet these requirements shall be  
24 docketed but denied by the clerk of the appellate court.

25 (3) If a reporter or transcriber fails to file a transcript with the trial court and notify the clerk of the  
26 appellate court of such filing within the time permitted by Rule 12(a) or within an enlarged period of time  
27 as permitted by the appellate court, the court reporter or transcriber shall be subject to disciplinary action  
28 pursuant to CJA 3-304(5)(C) and may be ordered to appear before a panel of the appellate court and  
29 show cause why sanctions should not be imposed.  
30

1        **~~Standing Order No. 8~~**

2        ~~(As to establishment of a pilot program to require submission of electronic courtesy briefs to the Utah~~  
3 ~~Supreme Court and the Utah Court of Appeals)~~

4        ~~Effective May 15, 2008~~

5        ~~The Utah Supreme Court hereby establishes a pilot program to determine the feasibility and~~  
6 ~~desirability of requiring parties to provide the Utah appellate courts with a courtesy copy on compact disk~~  
7 ~~(CD) of all briefs on the merits.~~

8        ~~As of the effective date of this order, any party filing a brief on the merits in the Utah Supreme Court~~  
9 ~~or the Utah Court of Appeals, including an intervenor and any person who has been granted permission~~  
10 ~~to appear amicus curiae, shall submit a so-called Courtesy Brief on CD in searchable Portable Document~~  
11 ~~Format (PDF) to the appellate court and to the parties in addition to complying with the filing and service~~  
12 ~~requirements set forth in the Utah Rules of Appellate Procedure. The filing party shall include in the~~  
13 ~~Courtesy Brief, the appendices, including relevant portions of the record, in PDF. The filing party shall~~  
14 ~~submit the Courtesy Brief to the appellate court and the parties within fourteen (14) days after the filing of~~  
15 ~~the printed form of the brief.~~

16        ~~A person confined in a state institution and not represented by counsel who is filing a brief on the~~  
17 ~~merits is exempt from this standing order. Any party or party's attorney who lacks the technological~~  
18 ~~capability to comply with the standing order, must file a motion to be excused from compliance at the~~  
19 ~~same time that the party files its brief on the merits.~~

20        ~~As part of the pilot program, the Utah Supreme Court urges a filing party who has the technological~~  
21 ~~capability to do so to submit a so-called Enhanced Courtesy Brief that includes hyperlinks to the cases,~~  
22 ~~statutes, treatises, and portions of the record cited in the brief. A party electing to submit an Enhanced~~  
23 ~~Courtesy Brief, shall submit the Enhanced Courtesy Brief to the appellate court and the parties within~~  
24 ~~fourteen (14) days after the filing of the printed form of the brief. To view sample pages from an Enhanced~~  
25 ~~Courtesy Brief (with hyperlinks), please click here.~~

26

1 **Rule 3. Appeal as of right: how taken.**

2 **(a) Filing appeal from final orders and judgments.** An appeal may be taken from a district or  
3 juvenile court to the appellate court with jurisdiction over the appeal from all final orders and judgments,  
4 except as otherwise provided by law, by filing a notice of appeal with the clerk of the trial court within the  
5 time allowed by Rule 4. Failure of an appellant to take any step other than the timely filing of a notice of  
6 appeal does not affect the validity of the appeal, but is ground only for ~~such action as~~ the appellate court  
7 deems appropriate, which may include dismissal of the appeal or other sanctions short of dismissal, as  
8 well as the award of attorney fees.

9 **(b) Joint or consolidated appeals.** If two or more parties are entitled to appeal from a judgment or  
10 order and their interests ~~are such as to~~ make joinder practicable, they may file a joint notice of appeal or  
11 may join in an appeal of another party after filing separate timely notices of appeal. Joint appeals may  
12 proceed as a single appeal with a single appellant. Individual appeals may be consolidated by order of  
13 the appellate court ~~upon on its own motion initiative or upon on~~ motion of a party, or ~~by on~~ stipulation of  
14 the parties ~~to the separate appeals.~~

15 **(c) Designation of parties.** The party taking the appeal ~~shall be known as is~~ the appellant and the  
16 adverse party ~~as is~~ the appellee. The title of the action or proceeding ~~shall is not be~~ changed in  
17 consequence of the appeal, except where otherwise directed by the appellate court. In original  
18 proceedings in the appellate court, the party making the original application ~~shall be known as is~~ the  
19 petitioner and any other party ~~as is~~ the respondent.

20 **(d) Content of notice of appeal.** The notice of appeal ~~shall must~~ specify the party or parties taking  
21 the appeal; ~~shall designate~~ the judgment or order, or part thereof, appealed from; ~~shall designate~~ the  
22 court from which the appeal is taken; and ~~shall designate~~ the court to which the appeal is taken.

23 **(e) Service of notice of appeal.** ~~The party taking the appeal shall give notice of the filing of a notice~~  
24 ~~of appeal by serving each party to the judgment or order in accordance with the requirements of the court~~  
25 ~~from which the appeal is taken. If counsel of record is served, the certificate of service shall designate the~~  
26 ~~name of the party represented by that counsel.~~

27 **(f) Filing fee in civil appeals.** ~~At the time of filing any notice of separate, joint, or cross appeal in a~~  
28 ~~civil case, the party taking the appeal shall pay to the clerk of the trial court the filing fee established by~~  
29 ~~law. The clerk of the trial court shall accept a notice of appeal regardless of whether the filing fee has~~  
30 ~~been paid. Failure to pay the filing fee within a reasonable time may result in dismissal.~~

31 **(g)-(e) Docketing of appeal.** Upon the filing of the notice of appeal, the clerk of the trial court shall  
32 immediately transmit a certified copy of the notice of appeal, showing the date of its filing, and a  
33 ~~statement by the clerk will promptly notify the clerk of the appellate court of the appeal,~~ indicating whether  
34 the filing fee was paid and whether the cost bond required by Rule 6 was filed. ~~Upon receipt of the copy~~  
35 ~~of the notice of appeal, the clerk of the appellate court shall enter the appeal upon the docket.~~

36 **Advisory Committee Notes**

37       ~~The designation of parties is changed to conform to the designation of parties in the federal appellate~~  
38 ~~courts.~~

39       ~~The rule is amended to make clear that the mere designation of an appeal as a "cross-appeal" does~~  
40 ~~not eliminate liability for payment of the filing and docketing fees. But for the order of filing, the cross-~~  
41 ~~appellant would have been the appellant and so should be required to pay the established fees.~~

42       The provisions for service, proof of service, and paying filing fees, formerly found in this rule, have  
43 been consolidated in Rule 21.

44

1 **Rule 5. Discretionary appeals from interlocutory orders.**

2 **(a) Petition for permission to appeal.** An appeal from an interlocutory order may be sought by any  
3 party by filing a petition for permission to appeal from the interlocutory order with the clerk of the appellate  
4 court with jurisdiction over the case within 20 days after the entry of the order of the trial court, ~~with proof~~  
5 ~~of service on all other parties to the action.~~ A timely appeal from an order certified under Rule [54\(b\)](#), Utah  
6 Rules of Civil Procedure, that the appellate court determines is not final may, in the discretion of the  
7 appellate court, be considered by the appellate court as a petition for permission to appeal an  
8 interlocutory order. The appellate court may direct the appellant to file a petition that conforms to the  
9 requirements of paragraph (c) ~~of this rule.~~

10 **(b) Fees and copies Notice of petition.** ~~For a petition presented to the Supreme Court, the~~  
11 ~~petitioner shall file with the Clerk of the Supreme Court an original and five copies of the petition, together~~  
12 ~~with the fee required by statute. For a petition presented to the Court of Appeals, the petitioner shall file~~  
13 ~~with the Clerk of the Court of Appeals an original and four copies of the petition, together with the fee~~  
14 ~~required by statute. The petitioner shall serve the petition on the opposing party and must file notice of the~~  
15 ~~filing of the petition on with the trial court. If an order is issued authorizing the appeal, the clerk of the~~  
16 ~~appellate court shall immediately give notice of the order by mail to the respective parties and shall~~  
17 ~~transmit a certified copy of the order, together with a copy of the petition, to the trial court where the~~  
18 ~~petition and order shall be filed in lieu of a notice of appeal.~~

19 **(c) Content of petition.**

20 (c)(1) The petition ~~shall~~ must contain:

21 (c)(1)(A) A concise statement of facts material to a consideration of the issue presented and  
22 the order sought to be reviewed;

23 (c)(1)(B) The issue presented expressed in the terms and circumstances of the case but  
24 without unnecessary detail, and a demonstration that the issue was preserved in the trial court.  
25 Petitioner must state the applicable standard of appellate review and cite supporting authority;

26 (c)(1)(C) A statement of the reasons why an immediate interlocutory appeal should be  
27 permitted, including a concise analysis of the statutes, rules or cases believed to be determinative  
28 of the issue stated; and

29 (c)(1)(D) A statement of the reason why the appeal may materially advance the termination of  
30 the litigation.

31 (c)(2) If the appeal is subject to assignment by the Supreme Court to the Court of Appeals, the  
32 phrase "Subject to assignment to the Court of Appeals" ~~shall~~ must appear immediately under the title  
33 of the document, i.e. Petition for Permission to Appeal. Appellant may then set forth in the petition a  
34 concise statement why the Supreme Court should decide the case.

35 (c)(3) The petitioner ~~shall~~ must attach a copy of or link to the order of the trial court from which an  
36 appeal is sought and any related findings of fact and conclusions of law and opinion. Other

37 ~~documents parts of the record~~ that may be relevant to determining whether to grant permission to  
38 appeal may be referenced by identifying trial court docket entries of the documents.

39 **(d) Page limitation.** A petition for permission to appeal ~~shall~~may not exceed 20 pages, excluding  
40 table of contents, if any, and the addenda.

41 ~~**(e) Service in criminal and juvenile delinquency cases.** Any petition filed by a defendant in a  
42 criminal case originally charged as a felony or by a juvenile in a delinquency proceeding shall be served  
43 on the Criminal Appeals Division of the Office of the Utah Attorney General.~~

44 ~~**(f)-(e) Response; no reply.** No petition will be granted in the absence of a request by the court for a  
45 response. No response to a petition for permission to appeal will be received unless requested by the  
46 court. Within 10-14 days after an order requesting a response, any other party may oppose or concur with  
47 the petition. Any response to a petition for permission to appeal shall be is subject to the same page  
48 limitation set out in subsection paragraph (d), and may refer to parts of the record that may be relevant to  
49 determining whether to grant permission to appeal by identifying trial court docket entries of the  
50 documents. An original and five copies of the answer shall be filed in the Supreme Court. An original and  
51 four copies shall be filed in the Court of Appeals. The respondent shall serve the response on the  
52 petitioner. The petition and any response shall will be submitted without oral argument unless otherwise  
53 ordered. No reply in support of a petition for permission to appeal shall be is permitted, unless requested  
54 by the court.~~

55 ~~**(g)-(f) Grant of permission.** An appeal from an interlocutory order may be granted only if it appears  
56 that the order involves substantial rights and may materially affect the final decision or that a  
57 determination of the correctness of the order before final judgment will better serve the administration and  
58 interests of justice. The order permitting the appeal may set forth the particular issue or point of law which  
59 that will be considered and may be on such terms, including the filing of a bond for costs and damages,  
60 as determined by the appellate court may determine. The clerk of the appellate court shall immediately  
61 give the parties and trial court notice by mail or by electronic order of any order granting or denying the  
62 petition. If the petition is granted, the appeal shall be is deemed to have been filed and docketed by the  
63 granting of the petition. All proceedings subsequent to the granting of the petition shall will be as, and  
64 within the time required, for appeals from final judgments except that no docketing statement shall may  
65 be filed under Rule 9 unless the court otherwise orders ordered, and no cross-appeal may be filed under  
66 rule Rule 4(d).~~

67 ~~**(g) Notice of order.** The clerk of the appellate court will promptly transmit the order granting or  
68 denying the petition to the parties and trial court. If the order grants the petition, the clerk of the appellate  
69 court will promptly transmit a copy of the petition to the trial court.~~

70 **(h) Stays pending interlocutory review.** The appellate court will not consider an application for a  
71 stay pending disposition of an interlocutory appeal until the petitioner has filed a petition for interlocutory  
72 appeal.

73        **(i) Cross-petitions not permitted.** A cross-petition for permission to appeal a non-final order is not  
74 permitted by this rule. All parties seeking to appeal from an interlocutory order must comply with  
75 ~~subsection-paragraph (a)-of this rule.~~

76        The provisions for service, proof of service, and paying filing fees, formerly found in this rule, have  
77 been consolidated in Rule 21.

78

1 **Rule 9. Docketing statement.**

2 **(a) Purpose.** A docketing statement has two principal purposes: (1) to demonstrate that the appellate  
3 court has jurisdiction over the appeal, and (2) to identify at least one substantial issue for review. The  
4 docketing statement is a document used for jurisdictional and screening purposes. It should not include  
5 argument.

6 **(b) Time for filing.** Within 21 days after a notice of appeal, cross-appeal, or a petition for review of an  
7 administrative order is filed, the appellant, cross-appellant, or petitioner ~~shall must file an original and two~~  
8 ~~copies of a docketing statement with the clerk of the appellate court and serve a copy with any required~~  
9 ~~attachments on all parties. The Utah Attorney General shall be served in any appeal arising from a crime~~  
10 ~~charged as a felony or a juvenile court proceeding.~~

11 **(c) Content of docketing statement in a civil case.** The docketing statement in an appeal arising  
12 from a civil case ~~shall must~~ include:

13 (c)(1) A concise statement of the nature of the proceeding and the effect of the order appealed,  
14 and the district court case number, e.g., "This appeal is from a final judgment of the First District  
15 Court granting summary judgment in case number 001900055."

16 (c)(2) The following dates relevant to a determination of the timeliness of the notice of appeal and  
17 the jurisdiction of the appellate court:

18 (c)(2)(i) The date of entry of the final judgment or order from which the appeal is taken.

19 (c)(2)(ii) The date the notice of appeal was filed in the trial court.

20 (c)(2)(iii) If the notice of appeal was filed after receiving an extension of the time to file  
21 pursuant to Rule 4(e), the date the motion for an extension was granted.

22 (c)(2)(iv) If any motions listed in Rule 4(b) ~~were was~~ filed, the date ~~such the~~ motion was filed  
23 in the trial court and the date of entry of ~~any the~~ order disposing of ~~such the~~ motion.

24 (c)(2)(v) If the appellant is an inmate confined in an institution ~~and is invoking Rule 21(f)~~, the  
25 date the notice of appeal was deposited in the institution's internal mail system.

26 (c)(2)(vi) If a motion to reinstate the time to appeal was filed pursuant to Rule 4(g), the date of  
27 the order disposing of ~~such the~~ motion.

28 (c)(3) If the appeal is taken from an order certified as final pursuant to Rule 54(b) of the Utah  
29 Rules of Civil Procedure, a statement of what claims and parties remain before the trial court for  
30 adjudication.

31 (c)(4) A statement of at least one substantial issue appellant intends to assert on appeal. An  
32 issue not raised in the docketing statement may nevertheless be raised in the brief of the appellant;  
33 conversely, an issue raised in the docketing statement does not have to be included in the brief of the  
34 appellant.

35 (c)(5) A concise summary of the facts necessary to provide context for the issues presented.

36 (c)(6) A reference to all related or prior appeals in the case, with case numbers and citations.

37 **(d) Content of a docketing statement in a criminal case.** The docketing statement in an appeal  
 38 arising from a criminal case ~~shall~~must include:

39 (d)(1) A concise statement of the nature of the proceeding, including the highest degree of any of  
 40 the charges in the trial court, and the district court case number, e.g., “This appeal is from a judgment  
 41 of conviction and sentence of the Third District Court on a third degree felony charge in case number  
 42 001900055.”

43 (d)(2) The following dates relevant to a determination of the timeliness of the appeal and the  
 44 jurisdiction of the appellate court:

45 (d)(2)(i) The date of entry of the final judgment or order from which the appeal is taken.

46 (d)(2)(ii) The date the notice of appeal was filed in the district court.

47 (d)(2)(iii) If the notice of appeal was filed after receiving an extension of the time to file  
 48 pursuant to rule 4(e), the date the motion for an extension was granted.

49 (d)(2)(iv) If a motion pursuant to Rule [24](#) of the Utah Rules of Criminal Procedure was filed,  
 50 the date ~~such~~the motion was filed in the trial court and the date of entry of ~~any~~the order  
 51 disposing of ~~such~~the motion.

52 (d)(2)(v) If a motion to reinstate the time to appeal was filed pursuant to Rule [4\(f\)](#), the date of  
 53 the order disposing of ~~such~~the motion.

54 (d)(2)(vi) If the appellant is an inmate confined to an institution ~~and is invoking Rule 21(f)~~, the  
 55 date the notice of appeal was deposited in the institution’s internal mail system.

56 (d)(3) The charges of which the defendant was convicted, and any sentence imposed; or, if the  
 57 defendant was not convicted, the dismissed or pending charges.

58 (d)(4) A statement of at least one substantial issue appellant intends to assert on appeal. An  
 59 issue not raised in the docketing statement may nevertheless be raised in the brief of the appellant;  
 60 conversely, an issue raised in the docketing statement does not have to be included in the brief of the  
 61 appellant.

62 (d)(5) A concise summary of the facts necessary to provide context for the issues presented. If  
 63 the conviction was pursuant to a plea, the statement of facts should include whether a motion to  
 64 withdraw the plea was made prior to sentencing, and whether the plea was conditional.

65 (d)(6) A reference to all related or prior appeals in the case, with case numbers and citations.

66 **(e) Content of a docketing statement in a review of an administrative order.** The docketing  
 67 statement in a case arising from an administrative proceeding ~~shall~~must include:

68 (e)(1) A concise statement of the nature of the proceedings and the effect of the order appealed,  
 69 e.g., “This petition is from an order of the Workforce Appeals Board denying reconsideration of the  
 70 denial of benefits.”

71 (e)(2) The statutory provision that confers jurisdiction on the appellate court.

72 (e)(3) The following dates relevant to a determination of the timeliness of the petition for review:

73 (e)(3)(i) The date of entry of the final order from which the petition for review is filed.

74 (e)(3)(ii) The date the petition for review was filed.

75 (e)(4) A statement of at least one substantial issue petitioner intends to assert on review. An  
76 issue not raised in the docketing statement may nevertheless be raised in the brief of petitioner;  
77 conversely, an issue raised in the docketing statement does not have to be included in the brief of  
78 petitioner.

79 (e)(5) A concise summary of the facts necessary to provide context for the issues presented.

80 (e)(6) If applicable, a reference to all related or prior petitions for review in the same case.

81 (e)(7) ~~Copies~~ A copy of the following documents must be attached to ~~each copy~~ of the docketing  
82 statement:

83 (e)(7)(i) The final order from which the petition for review is filed.

84 (e)(7)(ii) In appeals arising from an order of the Public Service Commission, any application  
85 for rehearing filed pursuant to Utah Code Section [54-7-15](#).

86 **(f) Consequences of failure to comply.** In a civil appeal, failure to file a docketing statement within  
87 the time period provided in ~~subsection-paragraph~~ (b) may result in dismissal of a civil appeal or a petition  
88 for review. In a criminal case, failure to file a docketing statement within the time period provided in  
89 ~~subsection-paragraph~~ (b) may result in a finding of contempt or other sanction.

90 **(g) Appeals from interlocutory orders.** When a petition for permission to appeal from an  
91 interlocutory order is granted under Rule [5](#), a docketing statement ~~shall~~ may not be filed unless otherwise  
92 ordered.

93 **Advisory Committee Notes**

94 The content of the docketing statement has been slightly reordered to first state information governing  
95 the jurisdiction of the court.

96 The docketing statement and briefs contain a new section requiring a statement of the applicable  
97 standard of review, with citation of supporting authority, for each issue presented on appeal.

98 The content of the docketing statement has been reordered and brought into conformity with revised  
99 Rule [4](#), Utah Rules of Appellate Procedure. This rule is satisfied by a docketing statement in compliance  
100 with form 7.

101 The provisions for service formerly found in this rule, have been consolidated in Rule 21.

102

1 **Rule 10. Motion for summary disposition.**

2 **(a) Time for filing; grounds for motion.** The court, on motion or its own initiative may dismiss an  
 3 appeal or petition for review if the court lacks jurisdiction; or may summarily affirm the judgment or order if  
 4 no substantial question is presented; or may summarily reverse on the basis of manifest error.

5 (a)(1) A party may ~~move~~ at any time file a motion to dismiss the appeal or the petition for review  
 6 on the basis that the appellate court lacks jurisdiction.

7 (a)(2) Within ~~40~~ 14 days after the docketing statement or an order granting a petition under Rule  
 8 5(e) is ~~served~~ filed, a party may ~~move~~ file a motion:

9 (a)(2)(A) To affirm the order or judgment ~~which is the subject of review~~ on the basis that ~~the~~  
 10 ~~grounds for review are so insubstantial as not to merit further proceedings and consideration by~~  
 11 ~~the appellate court there is no substantial question~~; or

12 (a)(2)(B) To reverse the order or judgment which is the subject of review on the basis of  
 13 manifest error.

14 **(b) Number of copies; Form of motion.** ~~For matters pending in the Supreme Court, an original and~~  
 15 ~~seven copies of a motion made pursuant to this rule shall be filed with the Clerk of the Supreme Court.~~  
 16 ~~For matters pending in the Court of Appeals, an original and four copies shall be filed with the Clerk of the~~  
 17 ~~Court of Appeals. The motion shall must be in the form prescribed by Rule 23.~~

18 **(c) Filing of response.** ~~The~~ Within 14 days after the motion is filed, the party moved against shall  
 19 ~~have 10 days from the service of such a motion in which to~~ may file a response. ~~For matters pending in~~  
 20 ~~the Supreme Court, an original response and seven copies shall be filed in the Supreme Court. For~~  
 21 ~~matters pending in the Court of Appeals, an original response and four copies shall be filed in the Court of~~  
 22 ~~Appeals.~~

23 **(d) Submission of motion; suspension of further proceedings.** Upon the filing of a response or  
 24 the expiration of time therefor, the motion ~~shall~~ will be submitted to the court for consideration and an  
 25 appropriate order. The time for taking other steps in the appellate procedure is suspended pending  
 26 disposition of a motion to affirm or reverse or dismiss.

27 **(e) Ruling of court.** ~~The court, upon its own motion, and on such notice as it directs, may dismiss an~~  
 28 ~~appeal or petition for review if the court lacks jurisdiction; or may summarily affirm the judgment or order~~  
 29 ~~which is the subject of review, if it plainly appears that no substantial question is presented; or may~~  
 30 ~~summarily reverse in cases of manifest error.~~

31 **(f) (e) Deferral of ruling.** ~~As to any issue raised by a motion for summary disposition, the~~ The court  
 32 may defer its ruling until plenary presentation and consideration of the case.

33

1       **Rule 11. The trial court record on appeal.**

2       **(a) Composition of the record on appeal.** ~~The original papers~~ All documents and exhibits filed in  
3 the trial court, including the presentence report in criminal matters, the transcript of proceedings, if any,  
4 the index prepared by the clerk of the trial court, and the docket sheet, shall ~~constitutes~~ constitute the trial court  
5 record on appeal in all cases. A copy of the record certified by the clerk of the trial court to conform to the  
6 original may be substituted for the original as the record on appeal. Only those papers prescribed under  
7 paragraph (d) of this rule shall be transmitted to the appellate court.

8       **(b) ~~Pagination and indexing of record.~~**

9       ~~(b)(1) Immediately upon filing of the notice of appeal, the clerk of the trial court shall securely~~  
10 ~~fasten the record in a trial court case file, with collation in the following order:~~

11           ~~(b)(1)(A) the index prepared by the clerk;~~

12           ~~(b)(1)(B) the docket sheet;~~

13           ~~(b)(1)(C) all original papers in chronological order;~~

14           ~~(b)(1)(D) all published depositions in chronological order;~~

15           ~~(b)(1)(E) all transcripts prepared for appeal in chronological order;~~

16           ~~(b)(1)(F) a list of all exhibits offered in the proceeding; and~~

17           ~~(b)(1)(G) in criminal cases, the presentence investigation report.~~

18           ~~(b)(2)(A) The clerk shall mark the bottom right corner of every page of the collated index,~~  
19 ~~docket sheet, and all original papers as well as the cover page only of all published depositions~~  
20 ~~and the cover page only of each volume of transcripts constituting the record with a sequential~~  
21 ~~number using one series of numerals for the entire record.~~

22           ~~(b)(2)(B) If a supplemental record is forwarded to the appellate court, the clerk shall collate~~  
23 ~~the papers, depositions, and transcripts of the supplemental record in the same order as the~~  
24 ~~original record and mark the bottom right corner of each page of the collated original papers as~~  
25 ~~well as the cover page only of all published depositions and the cover page only of each volume~~  
26 ~~of transcripts constituting the supplemental record with a sequential number beginning with the~~  
27 ~~number next following the number of the last page of the original record.~~

28           ~~(b)(3) The clerk shall prepare a chronological index of the record. The index shall contain a~~  
29 ~~reference to the date on which the paper, deposition or transcript was filed in the trial court and the~~  
30 ~~starting page of the record on which the paper, deposition or transcript will be found.~~

31           ~~(b)(4) Clerks of the trial and appellate courts shall establish rules and procedures for checking out~~  
32 ~~the record after pagination for use by the parties in preparing briefs for an appeal or in preparing or~~  
33 ~~briefing a petition for writ of certiorari.~~

34       **(c) Duty of appellant.** After filing the notice of appeal, the appellant, or in the event that more than  
35 one appeal is taken, each appellant, shall comply with the provisions of paragraphs (d) and (e) of this rule  
36 and shall take any other action necessary to enable the clerk of the trial court to assemble and transmit  
37 the record. A single record shall be transmitted.

38 **~~(d) Papers on appeal.~~**

39 ~~(d)(1) Criminal cases. All of the papers in a criminal case shall be included by the clerk of the trial~~  
40 ~~court as part of the record on appeal.~~

41 ~~(d)(2) Civil cases. Unless otherwise directed by the appellate court upon sua sponte motion or motion~~  
42 ~~of a party, the clerk of the trial court shall include all of the papers in a civil case as part of the record on~~  
43 ~~appeal.~~

44 ~~(d)(3) Agency cases. Unless otherwise directed by the appellate court upon sua sponte motion or~~  
45 ~~motion of a party, the agency shall include all papers in the agency file as part of the record.~~

46 **~~(e) The transcript of proceedings; duty of appellant to order; notice to appellee if partial~~**  
47 **~~transcript is ordered.~~**

48 ~~(e)(1) Request for transcript; time for filing. Within 10 days after filing the notice of appeal, the~~  
49 ~~appellant shall, order the transcript(s) online at www.utcourts.gov, specifying the entire proceeding or~~  
50 ~~parts of the proceeding to be transcribed that are not already on file. The appellant shall serve on the~~  
51 ~~appellee a designation of those parts of the proceeding to be transcribed. If the appellant desires a~~  
52 ~~transcript in a compressed format, appellant shall include the request for a compressed format within~~  
53 ~~the request for transcript. If no such parts of the proceedings are to be requested, within the same~~  
54 ~~period the appellant shall file a certificate to that effect with the clerk of the appellate court and serve~~  
55 ~~a copy of that certificate on the appellee.~~

56 ~~(e)(2) Transcript required of all evidence regarding challenged finding or conclusion. If the~~  
57 ~~appellant intends to urge on appeal that a finding or conclusion is unsupported by or is contrary to the~~  
58 ~~evidence, the appellant shall include in the record a transcript of all evidence relevant to such finding~~  
59 ~~or conclusion. Neither the court nor the appellee is obligated to correct appellant's deficiencies in~~  
60 ~~providing the relevant portions of the transcript.~~

61 ~~(e)(3) Cross designation by appellee. If the appellant does not order the entire transcript, the~~  
62 ~~appellee may, within 10 days after the service of the designation or certificate described in paragraph~~  
63 ~~(e)(1) of this rule, file and serve on the appellant a designation of additional parts to be included.~~

64 **(b) Access to the record; exhibits.** The electronic record is available through the e-filing system.  
65 Upon application and a showing of good cause, the clerk of the appellate court will print the requested  
66 parts of the record for a self-represented party. Exhibits not already included in the electronic record must  
67 not be transmitted to the appellate court unless requested by the clerk of the appellate court. Counsel or a  
68 self-represented party may request that an exhibit be transmitted to the appellate court.

69 **~~(f)(c) Agreed statement as the record on appeal.~~** ~~In lieu of~~ Instead of the record on appeal as defined  
70 in paragraph (a) ~~of this rule,~~ the parties may prepare and sign a statement of the case, showing how the  
71 issues ~~presented by the appeal~~ arose and were decided, ~~in the trial court and~~ setting forth only so many  
72 of the facts averred and proved or sought to be proved as are essential to a decision of the issues  
73 ~~presented.~~ If the statement conforms to the truth, it, together with ~~such any~~ additions as the trial court  
74 ~~may consider~~ necessary fully to present the issues ~~raised by the appeal,~~ shall will be approved and

75 ~~entered by in the trial court record.~~ The clerk of the trial court ~~shall transmit the statement to~~ will promptly  
 76 notify the clerk of the appellate court within the time prescribed by Rule 12(b)(2) of entry of the statement.  
 77 ~~The clerk of the trial court shall transmit the index of the record to the clerk of the appellate court upon~~  
 78 ~~approval of the statement by the trial court.~~

79 **(g)-(d) Statement of evidence or proceedings when no report was made or when transcript is**  
 80 **unavailable.** If no report of the evidence or proceedings at a hearing or trial was made, or if a transcript is  
 81 unavailable, or if the appellant is impecunious and unable to afford a transcript in a civil case, the  
 82 appellant may prepare a statement of the evidence or proceedings from the best available means,  
 83 including recollection. The statement ~~shall~~ must be served on the appellee, who may serve objections or  
 84 propose amendments within ~~40-14~~ 14 days after service. The statement and any objections or proposed  
 85 amendments ~~shall~~ must be submitted to the trial court for settlement and approval and, as settled and  
 86 approved, ~~shall be included by the clerk of the trial court in the record on appeal~~ will be entered in the trial  
 87 court record. The clerk of the trial court will promptly notify the clerk of the appellate court of entry of the  
 88 statement.

89 **(h)-(e) Correction or modification of the record.**

90 (e)(1) If a party claims that the transcript of a hearing is incorrect, the appellate court may  
 91 compare the transcript to the audio or video record or may remand the case to the trial court to  
 92 compare the records. If the transcript does not correctly reflect the content of the audio or video  
 93 record, the court will order the court reporter or official court transcriber to correct the transcript.

94 (e)(2) If any difference other than an incorrect transcript arises as to whether the record truly  
 95 discloses what occurred in the trial court, the difference shall must be submitted to and settled by that  
 96 court and the record made to conform to the truth. If anything material to either party is misstated or is  
 97 omitted from the record by error, by accident, or because the appellant did not order a transcript of  
 98 proceedings that the appellee needs to respond to issues raised in the Brief of Appellant, the parties  
 99 by stipulation, the trial court, or the appellate court, either before or after the record is transmitted, on  
 100 motion of a party or on its own initiative, may direct that the omission or misstatement be corrected  
 101 and, if necessary, that a supplemental record be certified and transmitted entered in the trial court  
 102 record. The moving party, or the court if it is acting on its own initiative, ~~shall~~ must serve on the  
 103 parties a statement of the proposed changes. Within ~~40-14~~ 14 days after service, any party may serve  
 104 objections to the proposed changes. All other questions as to the form and content of the record ~~shall~~  
 105 must be presented to the appellate court.

106 **Advisory Committee Notes**

107 ~~The rule is amended to make applicable in the Supreme Court a procedure of the Court of Appeals~~  
 108 ~~for preparing a transcript where the record is maintained by an electronic recording device. The rule is~~  
 109 ~~modified slightly from the former Court of Appeals rule to make it the appellant's responsibility, not the~~  
 110 ~~clerk's responsibility, to arrange for the preparation of the transcript.~~

111        The clerk of the appellate court will not print the record unless the self-represented party shows good  
112 cause for doing so. Inmates of the Utah State Prison, for example, are not allowed to use computers and  
113 so do not have access to the electronic file. Every state courthouse has computers for free public use, as  
114 do most libraries. The clerk will not print the record unless the self-represented party shows why this  
115 access is not sufficient. The clerk will print only those parts of the record that are necessary for the  
116 appeal. Even when printing is appropriate, the clerk will not necessarily print the entire record.  
117

1 **Rule 12. ~~Transmission of the record~~ Transcripts.**

2 **(a) Time for filing request for transcript.** Within 14 days after filing the notice of appeal, the  
3 appellant must order online at [www.utcourts.gov](http://www.utcourts.gov) a transcript of the entire proceeding or desired parts of  
4 the proceeding or file a certificate that no parts of the proceeding need to be transcribed. The appellant  
5 must serve on the appellee a designation of the parts of the proceeding to be transcribed or the certificate  
6 that no parts of the proceeding need to be transcribed.

7 **(b) Transcript required of all evidence regarding challenged finding.** If the appellant intends to  
8 urge on appeal that a finding or conclusion is unsupported by or is contrary to the evidence, the appellant  
9 must include in the record a transcript of all evidence relevant to the finding or conclusion. Neither the  
10 court nor the appellee is obligated to correct appellant's deficiencies in providing the relevant portions of  
11 the transcript.

12 **(c) Cross-designation by appellee.** If the appellant does not order the entire transcript, the appellee  
13 may, within 14 days after the filing of the designation or certificate described in paragraph (a), order  
14 additional parts of the proceeding to be transcribed.

15 **(a)-(d) Duty to prepare and file transcript; request for enlargement of time; notice to appellate**  
16 **court.**

17 ~~(a)(1)-(d)(1)~~ Upon receipt of a request for a transcript, the clerk of the appellate court ~~shall will~~  
18 assign the preparation of the transcript to the court reporter who reported the proceedings or, if  
19 recorded on video or audio equipment, to an official court transcriber and notify the requesting party  
20 of the assignment. ~~By stipulation of the parties approved by the appellate court, a person other than~~  
21 ~~an official court transcriber may transcribe a recorded hearing.~~

22 ~~(a)(2)-(d)(2)~~ A party requesting a transcript ~~shall must~~ make satisfactory arrangements for paying  
23 the fee to the reporter or transcriber and notify the clerk of the appellate court of the date on which  
24 satisfactory arrangements were made. The transcript ~~shall must~~ be completed and filed within 30  
25 days after that date. Upon completion of the transcript, the reporter and, if applicable, the transcriber  
26 must certify that the transcript is a true and correct record of the court hearing or of the file provided  
27 by the clerk of the appellate court. The reporter or transcriber must prepare an index of its contents  
28 and file the electronic file through the transcript management program.

29 ~~(a)(3)~~ The reporter or transcriber may request from the clerk of the appellate court an  
30 enlargement of time in which to file the transcript. The request for enlargement of time shall be in  
31 writing and shall contain the elements stated in CJA 5-201(1). If filed prior to the expiration of the  
32 transcript preparation period, the request shall make a showing of good cause. If filed after the  
33 expiration of the period, the request shall make a showing of extraordinary circumstances beyond the  
34 control of the reporter or transcriber. The reporter or transcriber shall provide a copy of the request to  
35 the parties. The clerk of the appellate court shall provide written notice of the disposition of the  
36 request for enlargement of time to the reporter or transcriber and the parties.

37           ~~(a)(4) Upon completion of the transcript, the reporter and, if applicable, the transcriber shall certify~~  
38           ~~that the transcript is a true and correct record of the court hearing or of the file provided by the clerk of~~  
39           ~~the appellate court. The reporter or transcriber shall prepare an index of its contents and file the~~  
40           ~~electronic file through the transcript management program. The original hard copy of the transcript~~  
41           ~~and index shall be filed with the clerk of the trial court. At the request of the person ordering the~~  
42           ~~transcript or at the request of the appellate court, the reporter or transcriber shall file the transcript in~~  
43           ~~a compressed format that places multiple complete pages of the original transcript upon each page of~~  
44           ~~compressed transcript. The compressed transcript shall retain the page and line numbers of the~~  
45           ~~original transcript. A compressed transcript may be certified as a correct copy of the original.~~

46           **~~(b) Transmittal of record on appeal to appellate court.~~**

47           ~~(b)(1) Transmittal of index. Within 20 days from the date of request from the appellate court, the~~  
48           ~~trial court, juvenile court, or government agency shall transmit a certified copy of the index prepared~~  
49           ~~pursuant to Rule 11(b) to the clerk of the appellate court.~~

50           ~~(b)(2) Transmittal of non-paginated record. Within 7 days from the date of request from the~~  
51           ~~appellate court, the trial court, juvenile court, or government agency shall transmit the papers and any~~  
52           ~~transcripts on file to the clerk of the appellate court. These papers may be sent "as is," without~~  
53           ~~pagination, and will be used by the appellate court for purposes of preliminary review. If the appeal is~~  
54           ~~not summarily dismissed, the record will be returned for indexing and pagination.~~

55           ~~(b)(3) Transmittal of paginated record. Within 20 days from the date of request from the appellate~~  
56           ~~court, the trial court, juvenile court, or government agency shall transmit the papers, transcripts and~~  
57           ~~exhibits in the appeal to the appellate court.~~

58           ~~(b)(4) Transmission of exhibits. Documents of unusual bulk or weight, and physical exhibits other~~  
59           ~~than documents, photographs, or binders, shall not be transmitted by the trial court, juvenile court, or~~  
60           ~~government agency unless directed to do so by a party or by the clerk of the appellate court. A party~~  
61           ~~must make advance arrangements with the clerks for the transportation and receipt of exhibits of~~  
62           ~~unusual bulk or weight.~~

63           ~~(b)(5) Checking out record on appeal. During the briefing period, counsel for the parties who are~~  
64           ~~members of the Utah State Bar in good standing may, as officers of the court, check out the record~~  
65           ~~upon written request to the clerk of court of the court in possession of the record on appeal. The~~  
66           ~~record may be mailed by registered mail or other reputable overnight carrier, return receipt requested,~~  
67           ~~provided that counsel requesting mailing makes advance arrangements with the clerk and pays the~~  
68           ~~cost of shipping. The record may be picked up in person by counsel, or his or her authorized agent.~~  
69           ~~Counsel shall be responsible for promptly returning the record to the court not later than when the~~  
70           ~~party's brief is filed.~~

71           ~~(c) Expedited transmittal of parts of the record. If prior to the time the record is transmitted the~~  
72           ~~record is required in the appellate court, the clerk of the trial court at the request of any party or of the~~  
73           ~~appellate court shall transmit to the appellate court such parts of the original record as designated.~~

74 **(e) Request for extension of time.**

75 (e)(1) The reporter or transcriber may file with the appellate court a written request showing good  
76 cause for an extension of time in which to file the transcript. The request must be filed before  
77 expiration of the deadline sought to be extended. The request must state the reasons for the request  
78 and the date on which the reporter or transcriber will file the transcript. The clerk of the appellate court  
79 will notify the reporter or transcriber of the disposition of the request.

80 (e)(2) If a reporter or transcriber fails to file a transcript with the trial court and notify the clerk of  
81 the appellate court of the filing within the original or extended time, the reporter or transcriber will be  
82 subject to disciplinary action under Code of Judicial Administration Rule 5-202 and may be ordered to  
83 appear and show cause why sanctions should not be imposed.

84 **Advisory Committee Notes**

85 ~~The amendment keeps the requirement that the court reporter acknowledge the receipt of the request~~  
86 ~~for transcript. Formerly, that acknowledgment was to appear at the foot of the request itself. Rule 12 now~~  
87 ~~treats the acknowledgment as a separate document. The content of the acknowledgment includes a~~  
88 ~~statement regarding the satisfactory arrangement for payment. Until satisfactory arrangements for~~  
89 ~~payment have been made, the reporter is under no obligation to prepare the transcript.~~

90 ~~Rule 12 is amended to impose upon the court reporters the same standard of “good cause” and the~~  
91 ~~same procedures now applicable to parties in seeking an extension of time for preparation of the~~  
92 ~~transcript.~~

93

1        **Rule 13. Notice of ~~filing by clerk~~ briefing schedule.**

2        ~~Upon receipt of the index transmitted by the clerk of the trial court pursuant to Rule 12(b) or Rule~~  
3 ~~11(f), the~~ The clerk of the appellate court shall file the index and shall immediately give notice to will notify  
4 all parties of the date on which it was filed and the date on which the appellant's brief is due pursuant to  
5 under Rule [26](#).

6

1 **Rule 14. Review of administrative orders: how obtained; intervention.**

2 **(a) Petition for review of order; joint petition.** When judicial review by the Supreme Court or the  
3 Court of Appeals is provided by statute of an order or decision of an administrative agency, board,  
4 commission, committee, or officer (hereinafter the term "agency" shall include agency, board,  
5 commission, committee, or officer), a petition for review ~~shall~~must be filed with the clerk of the appellate  
6 court within the time prescribed by statute, or if there is no time prescribed, then within 30 days after the  
7 date of the written decision or order. The petition ~~shall~~must specify the parties seeking review and ~~shall~~  
8 must designate the respondent(s) and the order or decision, or part thereof, to be reviewed. In each case,  
9 the agency ~~shall~~must be named respondent. The State of Utah ~~shall be deemed is~~ a respondent if ~~so~~  
10 required by statute, even though not ~~so~~-designated in the petition. If two or more persons are entitled to  
11 petition for review of the same order and their interests are such as to make joinder practicable, they may  
12 file a joint petition for review and may thereafter proceed as a single petitioner.

13 **(b) Filing fees.** ~~At the time of filing any petition for review, the party obtaining the review shall pay to~~  
14 ~~the clerk of the appellate court the filing fee established by law. The clerk of the appellate court shall~~  
15 ~~accept a petition for review regardless of whether the filing fee has been paid. Failure to pay the required~~  
16 ~~filing fee within a reasonable time may result in dismissal.~~

17 **(c) Service of petition.** ~~A copy of the petition for review shall be served by the petitioner on the~~  
18 ~~named respondent(s), upon all other parties to the proceeding before the agency, and upon the Attorney~~  
19 ~~General of Utah, if the state is a party, in the manner prescribed by Rule 3(e). The petitioner, at the time~~  
20 ~~of filing the petition for review, shall also file with the clerk of the appellate court a certificate reflecting~~  
21 ~~service upon all parties to the agency proceeding who have been served. The petitioner must serve the~~  
22 ~~petition on the respondents and all parties to the proceeding before the agency in a manner provided by~~  
23 Rule 21.

24 **(d) Intervention.** ~~Any person who seeks to intervene in a proceeding under this rule shall serve~~  
25 ~~upon all parties to the proceeding and upon all parties who participated before the agency, and may file~~  
26 ~~with the clerk of the appellate court a motion for leave to intervene. The motion shall~~must contain a  
27 concise statement of the interest of the moving party and the grounds ~~upon on~~ which intervention is  
28 sought. A motion ~~for leave to intervene shall~~must be filed within 40 days of the date on which the petition  
29 for review is filed.

30 **Advisory Committee Notes**

31 The provisions for service, proof of service, and paying filing fees, formerly found in this rule, have  
32 been consolidated in Rule 21.

33

1 **Rule 16. The agency record on appeal.**

2 **(a) Composition of the record on appeal.** The original ~~papers~~ documents and exhibits filed in the  
 3 trial court ~~with the agency~~, including the ~~presentence report in criminal matters~~, the transcript of  
 4 proceedings, if any, the index prepared by the ~~clerk of the trial court~~ agency, and the docket sheet, if any,  
 5 shall constitute the agency record on appeal in all cases. A copy of the record certified by the ~~clerk of the~~  
 6 ~~trial court~~ agency to conform to the original may be substituted for the original as the record on appeal.  
 7 ~~Only those papers prescribed under paragraph (d) of this rule shall be transmitted to the appellate court.~~  
 8 The agency must include all documents and exhibits in the agency file as part of the record unless  
 9 otherwise directed by the appellate court on its own initiative or motion of a party.

10 **(b) Pagination and indexing of record.**

11 (b)(1) Immediately upon filing of the ~~notice of appeal petition~~, the ~~clerk of the trial court~~ agency  
 12 shall ~~must~~ securely fasten and collate the record in a trial court case file, with collation in the following  
 13 order:

14 (b)(1)(A) ~~the a~~ chronological index prepared by the clerk of the record that contains a  
 15 reference to the date on which the document, deposition or transcript was filed and the starting  
 16 page of the record on which the document, deposition or transcript is found;

17 (b)(1)(B) the docket sheet, if any;

18 (b)(1)(C) all original ~~papers~~ documents in chronological order;

19 (b)(1)(D) all published depositions in chronological order;

20 (b)(1)(E) all transcripts prepared for appeal in chronological order; and

21 (b)(1)(F) a list of all exhibits offered in the proceeding; ~~and~~

22 ~~(b)(1)(G) in criminal cases, the presentence investigation report.~~

23 (b)(2)(A) ~~The clerk shall~~ agency must mark the bottom right corner of every page of the collated  
 24 index, docket sheet, and all ~~original papers~~ documents as well as the cover page only of all published  
 25 depositions and the cover page only of each volume of transcripts ~~constituting the record~~ with a  
 26 sequential number using one series of numerals for the entire record.

27 ~~(b)(2)(B)-(b)(3)~~ The agency will transmit a single record unless there is a supplemental record. If  
 28 a supplemental record is ~~forwarded to the appellate court~~ transmitted, the ~~clerk shall~~ agency must  
 29 collate the ~~papers~~ documents, depositions, and transcripts of the supplemental record in the same  
 30 order as the original record and mark the bottom right corner of each page of the collated original  
 31 ~~papers~~ documents as well as the cover page only of all published depositions and the cover page  
 32 only of each volume of transcripts constituting the supplemental record with a sequential number  
 33 beginning with the number next following the number of the last page of the original record.

34 (b)(3) ~~The clerk shall prepare a chronological index of the record. The index shall contain a~~  
 35 ~~reference to the date on which the paper, deposition or transcript was filed in the trial court and the~~  
 36 ~~starting page of the record on which the paper, deposition or transcript will be found.~~

37           (b)(4) ~~Clerks of the trial~~ The agency and the appellate courts shall will establish rules and  
38           procedures for checking out the record after pagination for use by the parties in preparing briefs ~~for~~  
39           an appeal or in preparing or briefing a petition for writ of certiorari.

40           **(c) Duty of appellant petitioner.** ~~After filing the notice of appeal, the appellant, or in the event that~~  
41           ~~more than one appeal is taken, each appellant, shall~~ Each petitioner must comply with the provisions of  
42           paragraphs (d) and (e) of this rule Rule 12 and shall take any other action necessary to enable the clerk  
43           of the trial court agency to assemble and transmit the record. ~~A single record shall be transmitted.~~

44           **(d) Papers on appeal.**

45           (d)(1) ~~Criminal cases. All of the papers in a criminal case shall be included by the clerk of the trial~~  
46           ~~court as part of the record on appeal.~~

47           (d)(2) ~~Civil cases. Unless otherwise directed by the appellate court upon sua sponte motion or motion~~  
48           ~~of a party, the clerk of the trial court shall include all of the papers in a civil case as part of the record on~~  
49           ~~appeal.~~

50           (d)(3) ~~Agency cases. Unless otherwise directed by the appellate court upon sua sponte motion or~~  
51           ~~motion of a party, the agency shall include all papers in the agency file as part of the record.~~

52           **(e) The transcript of proceedings; duty of appellant petitioner to order; notice to appellee**  
53           **respondent if partial transcript is ordered.**

54           (e)(1) ~~Request for transcript; time for filing. Within 40-14 days after filing the notice of appeal~~  
55           ~~petition for review, the appellant shall, petitioner must order from the agency a transcript of the entire~~  
56           ~~proceeding or desired parts of the proceeding or file a certificate that no parts of the proceeding need~~  
57           ~~to be transcribed. The appellant must serve on the respondent a designation of the parts of the~~  
58           ~~proceeding to be transcribed or the certificate that no parts of the proceeding need to be~~  
59           ~~transcribed~~ order the transcript(s) online at , specifying the entire proceeding or parts of the  
60           ~~proceeding to be transcribed that are not already on file. The appellant shall serve on the appellee a~~  
61           ~~designation of those parts of the proceeding to be transcribed. If the appellant desires a transcript in a~~  
62           ~~compressed format, appellant shall include the request for a compressed format within the request for~~  
63           ~~transcript. If no such parts of the proceedings are to be requested, within the same period the~~  
64           ~~appellant shall file a certificate to that effect with the clerk of the appellate court and serve a copy of~~  
65           ~~that certificate on the appellee.~~

66           (e)(2) ~~Transcript required of all evidence regarding challenged finding or conclusion. If the~~  
67           ~~appellant petitioner intends to urge ~~on appeal~~ that a finding or conclusion is unsupported by or is~~  
68           ~~contrary to the evidence, the appellant shall petitioner must include in the record a transcript of all~~  
69           ~~evidence relevant to ~~such the~~ finding or conclusion. Neither the court nor the appellee respondent is~~  
70           ~~obligated to correct ~~appellant's~~ petitioner's deficiencies in providing the relevant portions of the~~  
71           ~~transcript.~~

72           (e)(3) ~~Cross-designation by appellee respondent. If the appellant petitioner does not order the~~  
73           ~~entire transcript, the appellee respondent may, within 40-14 days after the service filing of the~~

74 designation or certificate described in paragraph (e)(1) ~~of this rule, file and serve on the appellant a~~  
75 ~~designation of additional parts to be included~~ order additional parts of the proceeding to be  
76 transcribed.

77 **(f) Agreed statement as the record on appeal.** ~~In lieu of the record on appeal as defined in~~  
78 ~~paragraph (a) of this rule, the parties may prepare and sign a statement of the case, showing how the~~  
79 ~~issues presented by the appeal arose and were decided in the trial court and setting forth only so many of~~  
80 ~~the facts averred and proved or sought to be proved as are essential to a decision of the issues~~  
81 ~~presented. If the statement conforms to the truth, it, together with such additions as the trial court may~~  
82 ~~consider necessary fully to present the issues raised by the appeal, shall be approved by the trial court.~~  
83 ~~The clerk of the trial court shall transmit the statement to the clerk of the appellate court within the time~~  
84 ~~prescribed by Rule 12(b)(2). The clerk of the trial court shall transmit the index of the record to the clerk of~~  
85 ~~the appellate court upon approval of the statement by the trial court.~~

86 **(g) Statement of evidence or proceedings when no report was made or when transcript is**  
87 **unavailable.** ~~If no report of the evidence or proceedings at a hearing or trial was made, or if a transcript is~~  
88 ~~unavailable, or if the appellant is impecunious and unable to afford a transcript in a civil case, the~~  
89 ~~appellant may prepare a statement of the evidence or proceedings from the best available means,~~  
90 ~~including recollection. The statement shall be served on the appellee, who may serve objections or~~  
91 ~~propose amendments within 10 days after service. The statement and any objections or proposed~~  
92 ~~amendments shall be submitted to the trial court for settlement and approval and, as settled and~~  
93 ~~approved, shall be included by the clerk of the trial court in the record on appeal.~~

94 **(h)-(f) Correction or modification of the record.**

95 (f)(1) For the duration of the review, including any proceedings on writ of certiorari, the agency must  
96 maintain and make available to the parties any audio or video record of the agency proceedings. The  
97 agency may collect a fee authorized by law for access to the record.

98 (f)(2) If a party claims that the transcript of a hearing is incorrect, the appellate court may compare the  
99 transcript to the audio or video record or may remand the case to the agency to compare the records. If  
100 the transcript does not correctly reflect the content of the audio or video record, the agency or court will  
101 order the court reporter or official court transcriber to correct the transcript.

102 (f)(3) If any difference other than an incorrect transcript arises as to whether the record truly discloses  
103 what occurred in the trial court agency, the difference shall must be submitted to and settled by that court  
104 the agency and the record made to conform to the truth. If anything material to either party is misstated or  
105 is omitted from the record by error, by accident, or because the appellant petitioner did not order a  
106 transcript of proceedings that the appellee respondent needs to respond to issues raised in the Brief of  
107 Appellant, the parties by stipulation, the trial court, agency or the appellate court, either before or after the  
108 record is transmitted, on motion of a party or on its own initiative, may direct that the omission or  
109 misstatement be corrected and entered in the agency record and, if necessary, that a supplemental  
110 record be certified and transmitted. The moving party, or the court if it is acting on its own initiative, shall

111 ~~must~~ serve on the parties a statement of the proposed changes. Within ~~40-14~~ days after service, any  
112 party may serve objections to the proposed changes. All other questions as to the form and content of the  
113 record ~~shall~~must be presented to the appellate court.

114 **(g) Transmission of the record.** The clerk of the appellate court will request the index, a non-  
115 paginated record, or a paginated record. The agency will transmit the index within 21 days; the non-  
116 paginated record within 7 days; and the paginated record within 21 days.

117 **(h) Checking out record.** During the briefing period, counsel for the parties may check out the  
118 agency record from the agency or court in possession of the record. Unless picked up in person or by an  
119 authorized agent, the record must be delivered and returned by a shipping method that tracks the  
120 shipment. Counsel must pay the cost of shipping. Counsel must return the record promptly and not later  
121 than when the party's brief is filed.

122 **Advisory Committee Notes**

123 The rule is amended to make applicable in the Supreme Court a procedure of the Court of Appeals  
124 for preparing a transcript where the record is maintained by an electronic recording device. The rule is  
125 modified slightly from the former Court of Appeals rule to make it the appellant's responsibility, not the  
126 clerk's responsibility, to arrange for the preparation of the transcript.

127

1       **Rule 19. Extraordinary writs.**

2       **(a) Petition for extraordinary writ to a judge or agency; petition; service and filing.** An  
 3 application for an ~~A~~ petition for extraordinary writ referred to in Rule [65B](#), Utah Rules of Civil Procedure,  
 4 directed to a judge, agency, person or entity ~~shall be made by filing a petition~~ must be filed with the clerk  
 5 of the appellate court. ~~Service of the petition shall be made~~ The petition must be served personally on the  
 6 respondent judge, agency, person, or entity and, if an action is pending in the trial court or agency, on all  
 7 parties to the action or case in the trial court or agency. ~~In the event of an original petition in the appellate~~  
 8 ~~court where~~ If no action is pending in the trial court or agency, the petition ~~shall~~ must be served personally  
 9 on the respondent judge, agency, person or entity and service ~~shall~~ must be made by the most direct  
 10 means available on all persons or associations whose interests might be substantially affected.

11       **(b) Contents of petition and filing fee.** ~~A~~ The petition for an extraordinary writ ~~shall~~ must contain the  
 12 following:

13           (b)(1) A statement of all persons or associations, by name or by class, whose interests might be  
 14 substantially affected;

15           (b)(2) A statement of the issues presented and of the relief sought;

16           (b)(3) A statement of the facts necessary to an understanding of the issues presented by the  
 17 petition;

18           (b)(4) A statement of the reasons why no other plain, speedy, or adequate remedy exists and why  
 19 the writ should issue;

20           (b)(5) Except in cases where the writ is directed to a district court, a statement explaining why it is  
 21 impractical or inappropriate to file the petition ~~for a writ~~ in the district court;

22           (b)(6) ~~Copies~~ A copy of or a link to any order or opinion or parts of the record which may be  
 23 essential to an understanding of the matters set forth in the petition;

24           (b)(7) A memorandum of points and authorities in support of the petition; and

25           (b)(8) The prescribed filing fee, unless waived by the court.

26           (b)(9) ~~Where~~ If emergency relief is sought, the petition must comply with Rule [23C\(b\)](#), including  
 27 any additional requirements set forth by that ~~subpart paragraph~~.

28           (b)(10) ~~Where~~ If the subject of the petition is an interlocutory order, the petition must state  
 29 whether a petition for interlocutory appeal has been filed and, if so, summarize its status or, if not,  
 30 state why interlocutory appeal is not a plain, speedy or adequate remedy.

31       **(c) Response to petition.** The judge, agency, person, or entity and all parties in the action other than  
 32 the petitioner ~~shall be~~ are deemed respondents for all purposes. Two or more respondents may respond  
 33 jointly. If any respondent does not desire to appear in the proceedings, that respondent may advise the  
 34 clerk of the appellate court and all parties by letter, but the allegations of the petition ~~shall~~ are not thereby  
 35 ~~be deemed~~ admitted. ~~Where~~ If emergency relief is sought, Rule [23C\(d\)](#) ~~shall apply~~ applies. Otherwise,  
 36 within ~~seven~~ 14 days after service of the petition, any respondent or any other party may file a response  
 37 in opposition or concurrence, which includes supporting authority.

38 **(d) Review and disposition of petition.** The court ~~shall~~may render a decision based on the petition  
 39 and any timely response, ~~or it may~~ require briefing or the submission of further information, and may hold  
 40 oral argument ~~at its discretion~~. If additional briefing is required, the briefs ~~shall~~must comply with Rules [24](#)  
 41 and [27](#). ~~If emergency relief is sought, Rule 23C(f) applies to requests for hearings in emergency matters.~~  
 42 ~~With regard to emergency petitions submitted under Rule 23C, and where~~ If emergency relief is sought  
 43 and consultation with other members of the court cannot be timely obtained, a single judge or justice may  
 44 grant or deny the petition, subject to review by the court at the earliest possible time. With regard to all  
 45 petitions, a single judge or justice may deny the petition if it is frivolous on its face or fails to materially  
 46 comply with the requirements of this rule or Rule [65B](#), Utah Rules of Civil Procedure. The denial of a  
 47 petition by a single judge or justice may be reviewed by the appellate court upon ~~specific~~ request filed  
 48 within ~~seven~~7 days of notice of disposition, but ~~such~~the request ~~shall~~may not include any additional  
 49 argument or briefing.

50 **(e) Transmission of record.** ~~In reviewing a petition for extraordinary writ, the~~ The appellate court  
 51 may order the record, or any relevant portion thereof, to be transmitted.

52 **(f) Number of copies.** ~~For a petition presented to the Supreme Court, petitioner shall file with the~~  
 53 ~~clerk of the court an original and five copies of the petition. For a petition pending in the Supreme Court,~~  
 54 ~~respondent shall file with the clerk of the court an original and five copies of the response. For a petition~~  
 55 ~~presented to the Court of Appeals, petitioner shall file with the clerk of the court an original and four~~  
 56 ~~copies of the petition. For a petition pending in the Court of Appeals, respondent shall file with the clerk of~~  
 57 ~~the court an original and four copies of the response.~~

58 **(g)~~(f)~~ Issuance of extraordinary writ by appellate court sua sponte on its own initiative.** The  
 59 appellate court, in aid of its own jurisdiction in extraordinary cases, may issue a writ ~~of certiorari sua~~  
 60 ~~sponte on its own initiative~~ directed to a judge, agency, person, or entity. A copy of the writ ~~shall~~must be  
 61 served on the named respondents in the manner and by an individual authorized to accomplish personal  
 62 service under Rule [4](#), Utah Rules of Civil Procedure. In addition, copies of the writ ~~shall~~must be  
 63 transmitted by the clerk of the appellate court, by the most direct means available, to all persons or  
 64 associations whose interests might be substantially affected by the writ. The respondent and the persons  
 65 or associations whose interests are substantially affected may, within ~~four~~4 business days of the  
 66 issuance of the writ, petition the court to dissolve or amend the writ. The petition ~~shall~~must be  
 67 accompanied by a concise statement of the reasons for dissolution or amendment of the writ.

68

1 **Rule 20. Habeas corpus proceedings.**

2 **(a) Application for an original writ; when appropriate.** If a petition for a writ of habeas corpus is  
3 filed in the appellate court or submitted to a justice or judge ~~thereof of the court~~, it will be referred to the  
4 appropriate district court unless it is shown on the face of the petition to the satisfaction of the appellate  
5 court that the district court is unavailable or other exigent circumstances exist. If a petition is initially filed  
6 in a district court or is referred to a district court by the appellate court and the district court denies or  
7 dismisses the petition, ~~a re-filing of the order may be appealed, but the petition may not be refiled with the~~  
8 ~~appellate court is inappropriate; the proper procedure in such an instance is an appeal from the order of~~  
9 ~~the district court.~~

10 **(b) Procedure on original petition.**

11 (b)(1) A habeas corpus proceeding may be commenced by filing a petition with the clerk of the  
12 appellate court or, in emergency situations, with a justice or judge of the court. ~~For matters pending in~~  
13 ~~the Supreme court, an original petition and seven copies shall be filed in the Supreme Court. For~~  
14 ~~matters pending in the Court of Appeals, an original petition and four copies shall be filed in the Court~~  
15 ~~of Appeals. The petitioner shall must serve a copy of the petition on the respondent pursuant to any~~  
16 ~~of the methods provided for service of process in Rule 4 of the Utah Rules of Civil Procedure under~~  
17 ~~Rule 21. but, if imprisoned, instead of service on the named respondent, the petitioner may mail by~~  
18 United States mail, postage prepaid, a copy of the petition to the Attorney General of Utah or the  
19 county attorney of the county if imprisoned in a county jail. ~~Such service is in lieu of service upon the~~  
20 ~~named respondent, and a certificate of mailing under oath that a copy was mailed to the Attorney~~  
21 ~~General or county attorney must be filed with the clerk of the appellate court.~~ In emergency situations,  
22 an order to show cause may be issued by the court, or a single justice or judge if the court is not  
23 available, and a stay or injunction may be issued to preserve the court's jurisdiction until ~~such time as~~  
24 the court can hear argument on whether a writ should issue.

25 (b)(2) If the petition is not referred to the district court, the attorney general or the county attorney,  
26 as the case may be, ~~shall must~~ answer the petition or otherwise plead within ~~ten-14~~ 14 days after service  
27 of ~~a copy of the petition~~. When a responsive pleading or motion is filed or an order to show cause is  
28 issued, the court ~~shall will~~ set the case for hearing and the clerk ~~shall will~~ give notice to the parties.

29 (b)(3) The clerk of the appellate court ~~shall will~~, if the petitioner is imprisoned or ~~is a person~~  
30 ~~otherwise~~ in the custody of the state or any political subdivision ~~thereof~~, give notice of the time for the  
31 filing of memoranda and for oral argument, to the attorney general, the county attorney, or the city  
32 attorney, depending on where the petitioner is held and whether the petitioner is detained pursuant to  
33 state, county, or city law. Similar notice ~~shall will~~ be given to any other person or ~~an~~ association  
34 detaining the petitioner not in custody of the state.

35 **(c) Contents of petition and attachments.** The petition ~~shall must~~ include the following:

36 (c)(1) A statement of where the petitioner is detained, by whom the petitioner is detained, and the  
37 reason, if known, why ~~the respondent has detained~~ the petitioner is detained.

38 (c)(2) A brief statement of the reasons why the detention is ~~deemed~~ unlawful. The petition ~~shall~~  
39 must state in plain and concise language:

40 (c)(2)(A) the facts giving rise to each claim that the confinement or detention is in violation of  
41 a state order or judgment or a ~~constitutional~~ right established by the United States Constitution or  
42 the Constitution of the State of Utah or is otherwise illegal;

43 (c)(2)(B) whether an appeal was taken from the judgment or conviction pursuant to which a  
44 petitioner is incarcerated; and

45 (c)(2)(C) whether the allegations of illegality were raised in the appeal and decided by the  
46 appellate court.

47 (c)(3) A statement indicating whether any other petition for a writ of habeas corpus based on the  
48 same or similar grounds has been filed and the reason why relief was denied.

49 (c)(4) ~~Copies~~ A copy of or a link to the court order or legal process, court opinions and findings  
50 pursuant to which the petitioner is detained or confined, affidavits, copies of orders, and other  
51 supporting written documents ~~shall~~ must be attached to the petition or ~~it shall be stated by the~~  
52 petitioner must state why the same they are not attached.

53 **(d) Contents of answer.** The answer ~~shall~~ must concisely set forth specific admissions, denials, or  
54 affirmative defenses to the allegations of the petition and must state plainly and unequivocally whether  
55 the respondent has, or at any time has had, the person designated in the petition under control and  
56 restraint and, if so, the cause for the restraint. The answer ~~shall~~ must not contain citations of legal  
57 authority or legal argument.

58 **(e) Other provisions.**

59 (e)(1) If the respondent cannot be found or if the respondent does not have the person in custody,  
60 the writ and any other process issued may be served ~~upon~~ on anyone having the petitioner in  
61 custody, in the manner and with the same effect as if that person had been made respondent in the  
62 action.

63 (e)(2) If the respondent refuses or avoids service, or attempts wrongfully to carry the person  
64 imprisoned or restrained out of the county or state after service of the writ, the person serving the writ  
65 ~~shall~~ must immediately arrest the respondent or other person so resisting, for presentation, together  
66 with the person designated in the writ, forthwith before the court.

67 (e)(3) At the time of the issuance of the writ, the court may, if it appears that the person detained  
68 will be carried out of the jurisdiction of the court or will suffer some irreparable injury before  
69 compliance with the writ can be enforced, cause a warrant to issue, reciting the facts and directing the  
70 sheriff to bring the detained person before the court to be dealt with according to law.

71 (e)(4) The respondent ~~shall~~ must appear at the proper time and place with the person designated  
72 or show good cause for not doing so. If the person designated has been transferred, the respondent  
73 must state when and to whom the transfer was made, and the reason and authority for the transfer.

74 The writ ~~shall~~may not be disobeyed for any defect of form or misdescription of the person restrained  
75 or of the respondent, if enough is stated to show the meaning and intent.

76 (e)(5) The ~~person restrained~~petitioner may waive any rights to be present at the hearing, in which  
77 case the writ ~~shall~~will be modified accordingly. Pending a determination of the matter, the court may  
78 place ~~such person~~the petitioner in the custody of an individual or association as may be deemed  
79 proper.

80 **Advisory Committee Note**

81 The amendments make clear that an original writ for habeas corpus should be filed only in the District  
82 Court. An application to an appellate court ~~must~~that does not demonstrate on the face of the petition the  
83 unavailability of the District Court. ~~Petitions that do not contain such documentation will~~ or exigent  
84 circumstances may be summarily referred to the District Court. The clarification seeks to halt the practice  
85 ~~by some pro se petitioners~~ of simultaneously filing the same petition in different courts.

86 The amendments simplify the procedures for service ~~of petitions upon~~on the respondent by  
87 incarcerated petitioners. The former rule required service by summons on the respondent. The  
88 amendments allow service on the Attorney General or county attorney by mail.

89

1 **Rule 21. Filing and service.**

2 **(a) Filing. Papers**

3 (a)(1) Any filing required or permitted to be filed by these rules shall must be filed with the clerk of  
4 the appropriate court. Filing may be accomplished by mail addressed to the clerk. Except as provided  
5 in subpart (f), filing is not considered timely unless the papers are received by the clerk within the time  
6 fixed for filing, except that briefs shall be deemed filed on the date of the postmark if first class mail is  
7 utilized. If a motion requests relief which may be granted by a single justice or judge, the justice or  
8 judge may accept the motion, note the date of filing, and transmit it to the clerk. If a paper document  
9 is filed, the pages may not be bound or stapled.

10 (a)(2) Unless filed by an inmate confined in an institution, a filing must be received by the clerk  
11 within the time fixed for filing. A filing by an inmate confined in an institution is timely filed if it is  
12 deposited in the institution’s internal mail system on or before the last day for filing with first-class  
13 postage prepaid. An inmate must include in the certificate of service a statement under penalty of  
14 Utah Code Section 78B-5-705 required by paragraph (d).

15 (a)(3) Filing by a non-lawyer may be by delivery or by mail or email addressed to the clerk of the  
16 court. Before [date] filing by a lawyer may be by delivery or electronic filing or by mail or email  
17 addressed to the clerk of the court. After [date] filing by a lawyer must be by electronic filing.

18 (a)(4) The filer must pay any fee established by law at the time of filing, but the clerk will accept  
19 the filing regardless of whether the fee has been paid. Failure to pay the filing fee within a reasonable  
20 time may result in dismissal.

21 **(b) Service of all papers documents required. Copies of all papers**

22 (b)(1) Service on counsel or party. Anything filed with the appellate court shall, at or before the  
23 time of filing, must be served on all other parties to the appeal or review at or before the time of filing.  
24 Service on a party represented by counsel shall must be made on counsel of record, or, if the party is  
25 not represented by counsel, upon on the party at the last known address.

26 (b)(2) Served documents must be filed. A copy of any paper required by these rules to be  
27 served on a party shall Anything served on a party must be filed with the court and accompanied by  
28 proof of service.

29 (b)(3) Service on the attorney general. Anything filed by a defendant in a criminal case  
30 originally charged as a felony or by a juvenile in a delinquency proceeding must be served on the  
31 Criminal Appeals Division of the Office of the Utah Attorney General.

32 **(c) Manner of service.** ~~Service may be personal or by mail. Personal service includes delivery of the~~  
33 ~~copy to a clerk or other responsible person at the office of counsel. Service by mail is complete on~~  
34 ~~mailing.~~

35 (c)(1) Personal service. A petition in a proceeding initiated under Rule 19 or Rule 20 must be  
36 served by:

37 (c)(1)(A) handing it to the person;

38 (c)(1)(B) leaving it at the person's office with a person in charge or, if no one is in charge,  
39 leaving it in a receptacle intended for receiving deliveries or in a conspicuous place; or

40 (c)(1)(C) leaving it at the person's dwelling house or usual place of abode with a person of  
41 suitable age and discretion who resides there.

42 **(c)(2) Other service.** Unless personal service is required, service may by:

43 (c)(2)(A) submitting it for electronic filing if the person being served has an electronic filing  
44 account, except a petition for review under Rule 14;

45 (c)(2)(B) emailing it to the email address provided by the person or to the email address on  
46 file with the Utah State Bar;

47 (c)(2)(C) mailing it to the person's last known address;

48 (c)(2)(D) handing it to the person;

49 (c)(2)(E) leaving it at the person's office with a person in charge or, if no one is in charge,  
50 leaving it in a receptacle intended for receiving deliveries or in a conspicuous place; or

51 (c)(2)(F) leaving it at the person's dwelling house or usual place of abode with a person of  
52 suitable age and discretion who resides there.

53 **(d) Proof of service.** ~~Papers presented for a filing shall~~ must contain or be filed with an  
54 acknowledgment of service by the person served or a certificate of service in the form of a statement of  
55 stating the date and manner of service, the names of the persons served, and the addresses at which  
56 they were served. The certificate of service may appear on or be affixed to the papers filed. If counsel of  
57 record is served, the certificate of service shall ~~must~~ designate the name of the party represented by that  
58 counsel. The certificate of service of a service by an inmate must also state under penalty of Utah Code  
59 Section 78B-5-705 the date the filing was deposited in the institution's internal mail system and state that  
60 first-class postage was prepaid.

61 **(e) Signature.** ~~All papers~~ documents filed in the appellate court ~~shall~~ must be signed by counsel of  
62 record or by a party who is not represented by counsel. A person may sign a document using any form of  
63 signature recognized by law. If a document is electronically signed, the document may contain a typed  
64 representation of a signature, such as "s/name."

65 ~~(f) Papers filed by an inmate confined in an institution are timely filed if they are deposited in the~~  
66 ~~institution's internal mail system on or before the last day for filing. Timely filing may be shown by a~~  
67 ~~notarized statement or written declaration setting forth the date of deposit and stating that first-class~~  
68 ~~postage has been prepaid.~~

69 **(f) Filing a notarized document.** Except when required by statute a filing need not be verified or  
70 accompanied by affidavit. If a rule requires an affidavit or a notarized, verified, or acknowledged  
71 signature, the person may submit a declaration pursuant to Utah Code Section 78B-5-705. If a statute  
72 requires an affidavit or a notarized, verified, or acknowledged signature and the party electronically files  
73 the document, the party may:

74 (f)(1) electronically file the original affidavit with a notary acknowledgment as provided by Utah  
 75 Code Section 46-1-16(7);  
 76 (f)(2) electronically file a scanned image of the affidavit;  
 77 (f)(3) electronically file the affidavit with a conformed signature; or  
 78 (f)(4) if the filer does not have an electronic filing account, present the original affidavit to the clerk  
 79 of the court, who will electronically file a scanned image and return the original to the filer.

80 The filer must keep the original affidavit of anyone other than the filer safe and available for inspection  
 81 upon request until the action is concluded.

82 **Already approved and pending publication for comment:**

83 **(g) Filings containing other than public information and records.** If a filing, including an  
 84 addendum, contains non-public information, the filer must also file a version with all such information  
 85 removed. Non-public information means information classified as private, controlled, protected,  
 86 safeguarded, sealed, juvenile court legal, or juvenile court social, or any other information to which the  
 87 right of public access is restricted by statute, rule, order, or caselaw.

88 **Advisory Committee Notes**

89 Paragraph (e) is added to Rule 21 to consolidate various signature provisions formerly found in other  
 90 ~~sections of the rules.~~

91 2016 amendments

92 The provisions for service, proof of service, and paying filing fees, formerly found in other rules, have  
 93 been consolidated in this rule.

94 The addresses of the clerks of court are:

<u>Clerk of the Supreme Court</u>	<u>Clerk of the Court of Appeals</u>
<u>supremecourt@utcourts.gov</u>	<u>courtofappeals@utcourts.gov</u>
<u>POB 140210</u>	<u>POB 140230</u>
<u>Salt Lake City, UT 84114-0210</u>	<u>Salt Lake City, UT 84114-0220</u>

95 **Already approved and pending publication for comment:**

96 Records are classified as public, private, controlled, protected, safeguarded, sealed, juvenile court  
 97 legal, or juvenile court social by Code of Judicial Administration Rule 4-202.02. The right of public access  
 98 might also be restricted by Title 63G, Chapter 2, Government Records Access and Management Act, by  
 99 other statutes, rules, or caselaw, or by court order. If a filing contains information or records that are not  
 100 public, Rule 21(g) requires the filer to file an unredacted version for the court and a version for the public  
 101 that does not contain the confidential information.

102

1        **Rule 21A. Hyperlinks.**

2        **(a) Required links.** A reference to the trial court record under Rule 11, to the transcript of a trial court  
3 hearing under Rule 12, or to a document already filed with the appellate court must link to the record.

4        **(b) Displayed text of link.**

5            (b)(1) The displayed text of a reference to the trial court record must set forth “R:#:#” where the  
6 first digit is the docket number of the document referred to and the second digit is the PDF page  
7 number on which the reference is found.

8            (b)(2) The displayed text of a reference to the appellate court record must set forth “A:#:#” where  
9 the first digit is the docket number of the document referred to and the second digit is the PDF page  
10 number on which the reference is found.

11           (b)(3) A party may set forth a further reference to a document to aid the reader, such as a  
12 document title, paragraph number, section number, etc.

13           (b)(4) The displayed text of a link to legal authority should reasonably conform the *Bluebook*  
14 *Uniform System of Citation* and Rule 24(a)(3).

15        **Advisory Committee Notes**

16        A link to a cited document allows the reader to read the source material in context. The appellate  
17 courts require links only to court records, showing the importance of those records in an appeal, review,  
18 or original proceeding. A party is permitted to link to any other cited material, including other parts of the  
19 document being filed.

20        Before linking to a document, the author should consider the possibility that the source material will  
21 change. First, a link built with a URL is broken if the publisher changes the URL or removes an item from  
22 publication. Also, the content of material changes over time. A statute linked to when a brief is written  
23 might have been amended by the time the brief is read. An alternative to linking to material on the internet  
24 is to create a file from the source, include the file in an addendum, and link to it there.

25        There are several publishers who offer proprietary applications with primary and secondary source  
26 materials through the internet. A link to a proprietary application will not work for someone who does not  
27 subscribe to that application.

28        The process for creating links is not governed by court rule. It is a function of the software used to  
29 create the document. For more information about the proprietary applications used by the courts, free  
30 sources of reference materials, and brief instructions on creating links, see the court’s webpage on  
31 [Creating Links](#).

32

1       **Rule 22. Computation and enlargement extensions of time.**

2       **(a) Computation of time.** ~~In computing any period of time prescribed by these rules, by an order of~~  
3 ~~the court, or by any applicable statute, the day of the act, event, or default from which the designated~~  
4 ~~period of time begins to run shall not be included. The last day of the period shall be included, unless it is~~  
5 ~~a Saturday, a Sunday, or a legal holiday, in which event the period extends until the end of the next day~~  
6 ~~that is not a Saturday, a Sunday, or a legal holiday. When the period of time prescribed or allowed,~~  
7 ~~without reference to any additional time under subsection (d), is less than 11 days, intermediate~~  
8 ~~Saturdays, Sundays, and legal holidays shall be excluded in the computation. As used in this rule, "legal~~  
9 ~~holiday" includes days designated as holidays by the state or federal governments. A time period~~  
10 ~~specified in a rule, order, or statute is computed according to this paragraph unless the rule, order, or~~  
11 ~~statute specifies a different method of computing time.~~

12       (a)(1) When the period is stated in days or a longer unit of time:

13       (a)(1)(A) exclude the day of the event that triggers the period:

14       (a)(1)(B) count every day, including intermediate Saturdays, Sundays, and legal holidays;

15       and

16       (a)(1)(C) include the last day of the period, but if the last day is a Saturday, Sunday, or legal  
17 holiday, the period continues to run until the end of the next day that is not a Saturday, Sunday or  
18 legal holiday.

19       (a)(2) When the period is stated in hours:

20       (a)(2)(A) begin counting immediately on the occurrence of the event that triggers the period;

21       (a)(2)(B) count every hour, including hours during intermediate Saturdays, Sundays, and  
22 legal holidays; and

23       (a)(2)(C) if the period would end on a Saturday, Sunday, or legal holiday, the period  
24 continues to run until the same time on the next day that is not a Saturday, Sunday, or legal  
25 holiday.

26       (a)(3) Unless the court orders otherwise, if the clerk's office is inaccessible:

27       (a)(3)(A) on the last day for filing under paragraph (a)(1), then the time for filing is extended to  
28 the first accessible day that is not a Saturday, Sunday or legal holiday; or

29       (a)(3)(B) during the last hour for filing under paragraph (a)(2), then the time for filing is  
30 extended to the same time on the first accessible day that is not a Saturday, Sunday, or legal  
31 holiday.

32       (a)(4) Unless a different time is set by a statute or court order, filing on the last day means:

33       (a)(4)(A) for electronic filing, before midnight; and

34       (a)(4)(B) for filing by other means, before the clerk's office is scheduled to close.

35       (a)(5) The "next day" is determined by continuing to count forward when the period is measured  
36 after an event and backward when measured before an event.

37       (a)(6) "Legal holiday" means the day for observing:

- 38            (a)(6)(A) New Year's Day;  
 39            (a)(6)(B) Dr. Martin Luther King, Jr. Day;  
 40            (a)(6)(C) Washington and Lincoln Day;  
 41            (a)(6)(D) Memorial Day;  
 42            (a)(6)(E) Independence Day;  
 43            (a)(6)(F) Pioneer Day;  
 44            (a)(6)(G) Labor Day;  
 45            (a)(6)(H) Columbus Day;  
 46            (a)(6)(I) Veterans' Day;  
 47            (a)(6)(J) Thanksgiving Day;  
 48            (a)(6)(K) Christmas; and  
 49            (a)(6)(L) any day designated by the Governor or Legislature as a state holiday.
- 50            (a)(7) When the specified time is after service and service is made only by mail, 3 days are added  
 51 after the period would otherwise expire.
- 52            **(b) Enlargement-Extension of time.**
- 53            ~~(b)(1) Motions~~ A motion for an ~~enlargement-extension~~ of time for filing ~~a~~ briefs ~~beyond the time~~  
 54 ~~permitted by stipulation of the parties under Rule 26(a)~~ are ~~is~~ not favored.
- 55            (b)(2) The court for good cause shown may upon motion ~~enlarge~~ extend the time prescribed by  
 56 these rules or by its order for doing any act, or may permit an act to be done after the expiration of  
 57 ~~such~~ time, but the court may not ~~enlarge~~ extend the time for filing a notice of appeal or a petition for  
 58 ~~review from an order of an administrative agency of a jurisdictional deadline~~, except as specifically  
 59 expressly authorized by law. For the purpose of this rule, good cause includes, but is not limited to,  
 60 the complexity of the case on appeal, engagement in other litigation, and extreme hardship to  
 61 counsel.
- 62            (b)(3) A motion for an ~~enlargement-extension~~ of time ~~shall~~ must be filed ~~prior to~~ before the  
 63 expiration of the time for which the ~~enlargement-extension~~ is sought.
- 64            (b)(4) A motion for ~~enlargement~~ an extension of time ~~shall~~ must state:
- 65            (b)(4)(A) with particularity the good cause for granting the motion;
- 66            (b)(4)(B) whether the movant has previously been granted an ~~enlargement~~ extension of time  
 67 and, if so, the number and duration of ~~such enlargements~~ extensions;
- 68            (b)(4)(C) when the time will expire for doing the act for which the ~~enlargement of time~~  
 69 extension is sought; and
- 70            (b)(4)(D) the date on which the act for which the ~~enlargement of time~~ extension is sought will  
 71 be completed.
- 72            (b)(5)(A) If the good cause relied ~~upon~~ on is engagement in other litigation, the motion shall:
- 73            (b)(5)(A)(i) identify ~~such~~ the litigation by caption, number and court;

74 (b)(5)(A)(ii) describe the action of the court in the other litigation on a motion for  
75 continuance;

76 (b)(5)(A)(iii) state the reasons why the other litigation should take precedence over the  
77 subject appeal;

78 (b)(5)(A)(iv) state the reasons why associated counsel cannot prepare the brief for timely  
79 filing or relieve the movant in the other litigation; and

80 (b)(5)(A)(v) identify any other relevant circumstances.

81 (b)(5)(B) If the good cause relied ~~upon~~ on is the complexity of the appeal, the movant ~~shall~~  
82 must state the reasons why the appeal is so complex that an adequate brief cannot reasonably  
83 be prepared by the due date.

84 (b)(5)(C) If the good cause relied ~~upon~~ on is extreme hardship to counsel, the movant ~~shall~~  
85 must state ~~in detail~~ the nature of the hardship.

86 (b)(5)(D) All facts supporting good cause ~~shall~~ must be stated with ~~specificity~~ particularity.  
87 Generalities, such as "the motion is not for the purpose of delay" or "counsel is engaged in other  
88 litigation," are insufficient.

89 ~~(c) Ex parte motion. Except as to enlargements of time for filing and service of briefs under Rule~~  
90 ~~26(a), a party may file one ex parte motion for enlargement of time not to exceed 14 days if no~~  
91 ~~enlargement of time has been previously granted, if the time has not already expired for doing the act for~~  
92 ~~which the enlargement is sought, and if the motion otherwise complies with the requirements and~~  
93 ~~limitations of paragraph (b) of this rule.~~

94 ~~(d) Additional time after service by mail. Whenever a party is required or permitted to do an act~~  
95 ~~within a prescribed period after service of a paper and the paper is served by mail, 3 days shall be added~~  
96 ~~to the prescribed period.~~

97 (c) Motion acted on by clerk. The clerk of the court may act on a motion to extend time:

98 (c)(1) without waiting for a response; and

99 (c)(2) after the deadline has expired, but the motion must be filed before the deadline has  
100 expired.

101 **Advisory Committee Note**

102 A motion to enlarge time must be filed prior to the expiration of the time sought to be enlarged. A  
103 specific date on which the act will be completed must be provided. The court may grant an extension of  
104 time after the original deadline has expired, but the motion to enlarge the time must be filed prior to the  
105 deadline.

106 Counsel should note that there is no penalty for seeking an enlargement of time in filing briefs.  
107 However, both appellate courts place appeals in the oral argument queue in accordance with the priority  
108 of the case and the date of the completion of briefing. Delays in the completion of briefing will likely delay  
109 the date of oral argument.

110 If a rule, order, or statute specifies “business” days or “court” days for purposes of calculating a  
111 deadline, the calculation is made under paragraph (a), but an intervening Saturday, Sunday, or holiday is  
112 not included in the calculation.  
113

1 **Rule 23. Motions.**

2 **(a) Content of motion.** Unless another form is elsewhere prescribed by these rules, an application  
3 for an order or other relief ~~shall must~~ be made by filing a motion ~~for such order or relief with proof of~~  
4 ~~service on all other parties.~~ The motion ~~shall must~~ contain or be accompanied by the following:

- 5 (a)(1) A specific and clear statement of the relief sought;
- 6 (a)(2) A particular statement of the factual grounds;
- 7 (a)(3) If the motion is for other than an ~~enlargement~~ extension of time, a memorandum of points  
8 and authorities in support; and
- 9 (a)(4) Affidavits and papers, where appropriate.

10 **(b) Response.** Any party may file a response to a motion within ~~40-14~~ days after ~~service-filing~~ of the  
11 motion; however, the court may, for good cause ~~shown~~, ~~dispense with~~, shorten or extend the time for  
12 responding to ~~any a motion or act on a motion without waiting for a response.~~

13 **(c) Reply.** The moving party may file a reply only to answer new matter raised in the response. A  
14 reply, if any, ~~may must~~ be filed no later than ~~5-7~~ days after filing of the response, but the court may rule  
15 on the motion without awaiting a reply.

16 **(d) Determination of motions for procedural orders.** Notwithstanding ~~the provisions of paragraph~~  
17 ~~(a) of this rule as to motions generally,~~ a motions for a procedural orders which do that does not  
18 substantially affect the rights of the parties or the ultimate disposition of the appeal, ~~including any motion~~  
19 ~~under Rule 22(b), may be acted upon at any time, on~~ without awaiting a response or reply. ~~Pursuant to~~  
20 ~~rule or order of the~~ The court, motions for specified types of procedural orders may be disposed of by the  
21 clerk by order may permit the clerk of the court to act on a motion for a procedural order. The court may  
22 review ~~a disposition by action of the clerk upon on~~ motion of a party or ~~upon on~~ its own ~~motion~~ initiative.

23 **(e) Power of a single justice or judge to entertain motions.** ~~In addition to the authority expressly~~  
24 ~~conferred by these rules or by law, a~~ A single justice or judge of the court may entertain and may grant or  
25 ~~deny any request for relief which under these rules may properly be sought by rule on any motion,~~ except  
26 that a single justice or judge may not dismiss or otherwise determine an appeal or other proceeding, ~~and~~  
27 ~~except that the court may provide by order or rule that any motion or class of motions must be acted upon~~  
28 ~~by the court. The action of a single justice or judge may be reviewed by the court.~~ The court may review a  
29 ruling by a justice or judge on motion of a party or on its own initiative.

30 **(f) Form of papers; number of copies.**

31 ~~(f)(1) Only the original of a motion to enlarge time shall be filed. The number of required copies of~~  
32 ~~motions for summary disposition shall be governed by Rule 10(b). For other motions presented to the~~  
33 ~~Supreme Court, the movant shall file with the clerk of the court an original and three copies. For other~~  
34 ~~motions pending in the Supreme Court, the respondent shall file an original and three copies of the~~  
35 ~~response. For a motion presented to the Court of Appeals, the movant shall file with the clerk of the court~~  
36 ~~an original and four copies. For a motion pending in the Court of Appeals, the respondent shall file an~~  
37 ~~original and four copies of the response.~~

38 ~~(f)(2) Motions and other papers shall be typewritten on opaque, unglazed paper 8 1/2 by 11 inches in~~  
39 ~~size. Paper may be recycled paper, with or without deinking. The text shall be in type not smaller than ten~~  
40 ~~characters per inch. Lines of text shall be double spaced and shall be upon one side of the paper only.~~  
41 ~~Consecutive sheets shall be attached at the upper left margin.~~

42 ~~(f)(3) A motion or other paper shall document must~~ contain a caption ~~setting forth stating~~ the name of  
43 the court, the title of the case, the docket number, and a brief ~~descriptive title indicating describing~~ the  
44 purpose of the ~~paper document~~. ~~The attorney shall sign all papers filed with the court with his or her~~  
45 ~~individual name.~~ The attorney shall give state his or her business address, telephone number, email  
46 address on file with the Utah State Bar, and Utah State Bar number in the upper left hand corner of the  
47 first page of every ~~paper document~~ filed with the court except briefs, petitions for writ of certiorari and  
48 petitions for rehearing. A party who is not represented by an attorney ~~shall sign any paper filed with the~~  
49 ~~court and must~~ state the party's address, email address and telephone number in the upper left hand  
50 corner of the first page of every document filed with the court except briefs, petitions for writ of certiorari  
51 and petitions for rehearing.

52

1       **Rule 23B. Motion to remand for findings necessary to determination of ineffective assistance**  
2 **of counsel claim.**

3       **(a) Grounds for motion; time.** A party to an appeal in a criminal case may move the court to remand  
4 the case to the trial court for entry of findings of fact, necessary for the appellate court's determination of a  
5 claim of ineffective assistance of counsel. The motion shall be available only upon a nonspeculative  
6 allegation of facts, not fully appearing in the record on appeal, which, if true, could support a  
7 determination that counsel was ineffective.

8       The motion shall be filed prior to the filing of the appellant's brief. Upon a showing of good cause, the  
9 court may permit a motion to be filed after the filing of the appellant's brief. In no event shall the court  
10 permit a motion to be filed after oral argument. Nothing in this rule shall prohibit the court from remanding  
11 the case under this rule on its own motion at any time if the claim has been raised and the motion would  
12 have been available to a party.

13       **(b) Content of motion; response; reply.** The content of the motion shall conform to the  
14 requirements of Rule 23. The motion shall include or be accompanied by affidavits alleging facts not fully  
15 appearing in the record on appeal that show the claimed deficient performance of the attorney. The  
16 affidavits shall also allege facts that show the claimed prejudice suffered by the appellant as a result of  
17 the claimed deficient performance. The motion shall also be accompanied by a proposed order or remand  
18 that identifies the ineffectiveness claims and specifies the factual issues relevant to each such claim to be  
19 addressed on remand.

20       A response shall be filed within ~~20-21~~ days after the motion is filed. The response shall include a  
21 proposed order of remand that identifies the ineffectiveness claims and specifies the factual issues  
22 relevant to each such claim to be addressed by the trial court in the event remand is granted, unless the  
23 responding party accepts that proposed by the moving party. Any reply shall be filed within ~~40-14~~ days  
24 after the response is served.

25       **(c) Order of the court.** If the requirements of parts (a) and (b) of this rule have been met, the court  
26 may order that the case be temporarily remanded to the trial court for the purpose of entry of findings of  
27 fact relevant to a claim of ineffective assistance of counsel. The order of remand shall identify the  
28 ineffectiveness claims and specify the factual issues relevant to each such claim to be addressed by the  
29 trial court. The order shall also direct the trial court to complete the proceedings on remand within 90 days  
30 of issuance of the order of remand, absent a finding by the trial court of good cause for a delay of  
31 reasonable length.

32       If it appears to the appellate court that the appellant's attorney of record on the appeal faces a conflict  
33 of interest upon remand, the court shall direct that counsel withdraw and that new counsel for the  
34 appellant be appointed or retained.

35       **(d) Effect on appeal.** Oral argument and the deadlines for briefs shall be vacated upon the filing of a  
36 motion to remand under this rule. Other procedural steps required by these rules shall not be stayed by a

37 motion for remand, unless a stay is ordered by the court upon stipulation or motion of the parties or upon  
38 the court's motion.

39 **(e) Proceedings before the trial court.** Upon remand the trial court shall promptly conduct hearings  
40 and take evidence as necessary to enter the findings of fact necessary to determine the claim of  
41 ineffective assistance of counsel. Any claims of ineffectiveness not identified in the order of remand shall  
42 not be considered by the trial court on remand, unless the trial court determines that the interests of  
43 justice or judicial efficiency require consideration of issues not specifically identified in the order of  
44 remand. Evidentiary hearings shall be conducted without a jury and as soon as practicable after remand.  
45 The burden of proving a fact shall be upon the proponent of the fact. The standard of proof shall be a  
46 preponderance of the evidence. The trial court shall enter written findings of fact concerning the claimed  
47 deficient performance by counsel and the claimed prejudice suffered by appellant as a result, in  
48 accordance with the order of remand. Proceedings on remand shall be completed within 90 days of entry  
49 of the order of remand, unless the trial court finds good cause for a delay of reasonable length.

50 **(f) Preparation and transmittal of the record.** At the conclusion of all proceedings before the trial  
51 court, the clerk of the trial court and the court reporter shall immediately prepare the record of the  
52 supplemental proceedings as required by these rules. ~~If the record of the original proceedings before the~~  
53 ~~trial court has been transmitted to the appellate court, the clerk of the trial court shall immediately transmit~~  
54 ~~the record of the supplemental proceedings upon preparation of the supplemental record. If the record of~~  
55 ~~the original proceedings before the trial court has not been transmitted to the appellate court, the clerk of~~  
56 ~~the court shall transmit the record of the supplemental proceedings upon the preparation of the entire~~  
57 ~~record.~~

58 **(g) Appellate court determination.** Upon receipt of the record from the trial court, the clerk of the  
59 court shall notify the parties of the new schedule for briefing or oral argument under these rules. Errors  
60 claimed to have been made during the trial court proceedings conducted pursuant to this rule are  
61 reviewable under the same standards as the review of errors in other appeals. The findings of fact  
62 entered pursuant to this rule are reviewable under the same standards as the review of findings of fact in  
63 other appeals.

64

1 **Rule 23C. Motion for emergency relief.**

2 **(a) Emergency relief; exception.** Emergency relief is any relief sought within a time period shorter  
3 than specified by otherwise applicable rules. A motion for emergency relief filed under this Rule is not  
4 sufficient to invoke the jurisdiction of the appellate court. No emergency relief will be granted in the  
5 absence of a separately filed petition or notice that invokes the ~~appellate~~ jurisdiction of the appellate  
6 court.

7 **(b) Content of motion.** A party seeking emergency relief ~~shall~~ must file with the appellate court a  
8 motion for emergency relief containing under appropriate headings and in the order indicated:

- 9 (b)(1) a specification of the order from which relief is sought;
- 10 (b)(2) a copy of or link to any written order at issue;
- 11 (b)(3) a specific and clear statement of the relief sought;
- 12 (b)(4) a statement of the factual and legal grounds entitling the party to relief;
- 13 (b)(5) a statement of the facts justifying emergency action; and
- 14 (b)(6) a certificate that all papers filed with the court have been served ~~upon~~ on all parties by  
15 submitting the document for electronic filing or by email, overnight mail, hand delivery, facsimile, or  
16 electronic transmission.

17 The motion ~~shall~~ may not exceed ~~fifteen~~ 15 pages, exclusive of any addendum containing statutes,  
18 rules, regulations, or portions of the record necessary to decide the matter. It also ~~shall~~ may not seek  
19 relief beyond that necessitated by the emergency circumstances justifying the motion.

20 **(c) Service in criminal and juvenile delinquency cases.** Any motion filed by a defendant in a  
21 criminal case originally charged as a felony or by a juvenile in a delinquency proceeding ~~shall~~ must be  
22 served on the Appeals Division of the Office of the Utah Attorney General.

23 **(d) Response; no reply.** Any party may file a response to the motion within ~~three~~ 3 business days  
24 after ~~service filing~~ of the motion or whatever shorter time the appellate court may fix. The response ~~shall~~  
25 may not exceed ~~fifteen~~ 15 pages, exclusive of any addendum containing statutes, rules, regulations, or  
26 portions of the record necessary to decide the matter. No reply ~~shall be~~ is permitted. Unless the appellate  
27 court is persuaded that an emergency ~~circumstance justifies and~~ requires a temporary stay of a ~~lower~~  
28 ~~tribunal's proceedings prior to~~ before the opportunity to receive or review a response, no motion ~~shall~~ will  
29 be granted before the response period expires.

30 **(e) Form of papers and number of copies.** ~~Papers filed pursuant to this rule shall comply with the~~  
31 ~~requirements of Rule 23(f).~~

32 **(f) ~~(e)~~ Hearing.** A hearing on the motion will be granted only in exceptional circumstances. No motion  
33 for emergency relief will be heard without the presence of an adverse party except on a showing that the  
34 party (1) was served with reasonable notice of the hearing, and (2) ~~cannot be reached by telephone~~  
35 attend by contemporaneous transmission from a different location.

36 ~~(g) Power of a single justice or judge to entertain motions.~~ A single justice or judge may act upon  
37 a motion for emergency relief to the extent permitted by Rule 19(d) where the relief sought is an  
38 extraordinary writ and by Rule 23(e) in all other cases.  
39

1        **Rule 23E. Motion to remand to the Twentieth Century.**

2        **(a) Motion and affidavit.** A lawyer who refuses to use the technology of the modern era may, in lieu  
3 of electronic filing, file a motion to remand to the Twentieth Century. The lawyer shall attach to the motion  
4 an affidavit stating with particularity:

5            (a)(1) any Luddite tendencies;

6            (a)(2) the lawyer's win-loss record at Pong; and

7            (a)(3) whether the lawyer has read *Fahrenheit 451*, and, if so, how many times.

8        **(b) Form of motion and affidavit.** The motion and affidavit shall be prepared on a typewriter, either  
9 manual or electric, on opaque, unglazed, 100% cotton-fiber, watermarked, de-inked, acid-free paper,  
10 eight and one-half inches by 14 inches in size. The text shall be in Courier typeface not smaller than  
11 pica—the American measure, not the French. Lines of text shall be double spaced and shall be upon one  
12 side of the paper only.

13        **(c) Corrections.** Overtyping on white-out or correction tape is permitted, but deletions, hand-written  
14 insertions, and erasures are not.

15        **(d) Copies.** The lawyer shall also file five (5) carbon copies in the Supreme Court or three (3) carbon  
16 copies in the Court of Appeals. The copies may be on onion-skin paper, also known as “flimsies”.

17        **(e) Filing and service.** The motion shall be filed with the clerk of the court and the moving party shall  
18 cause it to be served on the other parties by hand-delivery, first-class mail with postage prepaid, or fax. If  
19 service is by fax, the moving party shall:

20            (e)(1) include a cover page titled “Just the fax, ma’am”; and

21            (e)(2) call the non-moving party to verify receipt.

22        **(f) Response.** Any other party may file a response to the motion, urging the court to drag the lawyer,  
23 kicking and screaming, into the modern era, to which there is no reply.

24        **(g) Oral argument; ruling.** Upon request made in the motion or response the court will hear oral  
25 argument on the motion. The court may rule from the bench or take the matter under advisement. If the  
26 court takes the matter under advisement, the author of the majority opinion and the author of any  
27 separate opinion will read an opinion of the Supreme Court on a Tuesday at 10:00 a.m. or a Friday at  
28 1:00 p.m. or an opinion of the Court of Appeals on a Thursday at 10:00 a.m.

29

1 **Rule 24. Briefs.**

2 (NOTE: Does not include other amendments being considered by the committee.)

3 (a) **Brief of the appellant.** The brief of the appellant ~~shall~~must contain under appropriate headings  
4 and in the order indicated:

5 (a)(1) A complete list of all parties to the proceeding in the court or agency whose judgment or  
6 order is sought to be reviewed, except where the caption of the case on appeal contains the names of  
7 ~~all such those~~ parties. The list should be set out on a separate page which appears immediately  
8 inside the cover.

9 (a)(2) A table of contents, including the contents of the addendum, with page references.

10 (a)(3) A table of authorities with cases alphabetically arranged and with parallel citations, rules,  
11 statutes and other authorities cited, with references to the pages of the brief where they are cited.

12 (a)(4) A brief statement showing the jurisdiction of the appellate court.

13 (a)(5) A statement of the issues presented for review, including for each issue:

14 (a)(5)(A) the standard of appellate review with supporting authority; and

15 ~~(a)(5)(A)~~ (a)(5)(B) citation to the record showing that the issue was preserved in the trial  
16 court; or

17 ~~(a)(5)(B)~~ (a)(5)(C) a statement of grounds for seeking review of an issue not preserved in the  
18 trial court.

19 (a)(6) Constitutional provisions, statutes, ordinances, rules, and regulations whose interpretation  
20 is determinative of the appeal or of central importance to the appeal ~~shall~~must be set out verbatim  
21 with the appropriate citation. If the pertinent part of the provision is lengthy, the citation alone will  
22 suffice, and the provision ~~shall~~must be set forth in an addendum to the brief under paragraph (a)(11)  
23 of this rule.

24 (a)(7) A statement of the case. The statement ~~shall~~must first indicate briefly the nature of the  
25 case, the course of proceedings, and its disposition in the court below. A statement of the facts  
26 relevant to the issues presented for review ~~shall~~must follow. All statements of fact and references to  
27 the proceedings below ~~shall~~must be supported by citations to the record in accordance with  
28 paragraph (e) ~~of this rule~~.

29 (a)(8) Summary of arguments. The summary of arguments, suitably paragraphed, ~~shall~~must be a  
30 succinct condensation of the arguments actually made in the body of the brief. It ~~shall~~must not be a  
31 mere repetition of the heading under which the argument is arranged.

32 (a)(9) An argument. The argument ~~shall~~must contain the contentions and reasons of the  
33 appellant with respect to the issues presented, including the grounds for reviewing any issue not  
34 preserved in the trial court, with citations to the authorities, statutes, and parts of the record relied on.  
35 A party challenging a fact finding must first marshal all record evidence that supports the challenged  
36 finding. A party seeking to recover attorney's fees incurred on appeal ~~shall~~must state the request  
37 explicitly and set forth the legal basis for ~~such~~ an award.

38 (a)(10) A short conclusion stating the precise relief sought.

39 (a)(11) An addendum to the brief or a statement that no addendum is necessary ~~under this~~  
40 ~~paragraph. The addendum shall be bound as part of the brief unless doing so makes the brief~~  
41 ~~unreasonably thick. If the addendum is bound separately, the addendum shall contain a table of~~  
42 ~~contents. The addendum shall must contain a copy of:~~

43 (a)(11)(A) any constitutional provision, statute, rule, or regulation of central importance cited  
44 in the brief but not reproduced verbatim in the brief;

45 (a)(11)(B) in cases being reviewed on certiorari, a copy of the Court of Appeals opinion; in all  
46 cases any court opinion of central importance to the appeal but not available to the court as part  
47 of a regularly published reporter service; and

48 (a)(11)(C) those parts of the record on appeal that are of central importance to the  
49 determination of the appeal, such as the challenged instructions, findings of fact and conclusions  
50 of law, memorandum decision, the transcript of the court's oral decision, or the contract or  
51 document subject to construction.

52 **(b) Brief of the appellee.** The brief of the appellee shall must conform to the requirements of  
53 paragraph (a) ~~of this rule~~, except that the appellee need not include:

54 (b)(1) a statement of the issues or of the case unless the appellee is dissatisfied with the  
55 statement of the appellant; or

56 (b)(2) an addendum, except to provide material not included in the addendum of the appellant.  
57 ~~The appellee may refer to the addendum of the appellant.~~

58 **(c) Reply brief.** The appellant may file a brief in reply to the appellee's ~~brief of the appellee~~, and if the  
59 appellee has cross-appealed, the appellee may file a brief in reply to the appellant's ~~response of the~~  
60 ~~appellant~~ to the issues presented by the cross-appeal. Reply briefs shall must be limited to answering any  
61 new matter set forth in the opposing brief. The content of the reply brief shall must conform to the  
62 requirements of paragraphs (a)(2), (3), (9), and (10) ~~of this rule~~. No further briefs may be filed except with  
63 leave of the appellate court.

64 **(d) References in briefs to parties.** ~~Counsel will be expected in their briefs and oral arguments to~~  
65 ~~keep to a minimum references to parties by such designations~~ Parties should not be referred to as  
66 "appellant" and "appellee." It promotes clarity to use the designations used in the ~~lower trial court or in the~~  
67 ~~agency proceedings, or the actual names of parties and others,~~ or descriptive terms such as "the  
68 employee," "the injured person," "the taxpayer," etc.

69 **(e) References in briefs to the record.** ~~References shall be made to the pages of the original record~~  
70 ~~as paginated pursuant to Rule 11(b) or to pages of any statement of the evidence or proceedings or~~  
71 ~~agreed statement prepared pursuant to Rule 11(f) or 11(g). References to pages of published depositions~~  
72 ~~or transcripts shall identify the sequential number of the cover page of each volume as marked by the~~  
73 ~~clerk on the bottom right corner and each separately numbered page(s) referred to within the deposition~~  
74 ~~or transcript as marked by the transcriber.~~

75 (e)(1) The displayed text of a reference to the trial court record must set forth “R:#:#” where the  
 76 first digit is the docket number of the document referred to and the second digit is the PDF page  
 77 number on which the reference is found.

78 (e)(2) The displayed text of a reference to the appellate court record must set forth “A:#:#” where  
 79 the first digit is the docket number of the document referred to and the second digit is the PDF page  
 80 number on which the reference is found.

81 (e)(3) The displayed text of a reference to the trial court or appellate court record must link to the  
 82 page of the document on which the reference is found.

83 (e)(4) A party may set forth a further reference to a document to aid the reader, such as a  
 84 document title, paragraph number, section number, etc.

85 (e)(5) The displayed text of a reference to an agency record must set forth the page number of  
 86 the paginated record on which the reference is found.

87 ~~R (e)(6) A references to an exhibits shall be made to~~ must set forth the exhibit numbers. If the  
 88 reference is ~~made to~~ evidence the admissibility of which is in controversy, the reference shall be  
 89 ~~made to~~ must set forth the pages of the record at which the evidence was identified, offered, and  
 90 received or rejected.

91 **(f) Length of briefs.**

92 (f)(1) Type-volume limitation.

93 (f)(1)(A) In an appeal involving the legality of a death sentence, a principal brief is acceptable  
 94 if it contains no more than 28,000 words or if it uses a monospaced face and contains no more  
 95 than 2,600 lines of text; and a reply brief is acceptable if it contains no more than 14,000 words or  
 96 if it uses a monospaced face and contains no more than 1,300 lines of text. In all other appeals, a  
 97 principal brief is acceptable if it contains no more than 14,000 words or it uses a monospaced  
 98 face and contains no more than 1,300 lines of text; and a reply brief is acceptable if it contains no  
 99 more than 7,000 words or it uses a monospaced face and contains no more than 650 lines of  
 100 text.

101 (f)(1)(B) Headings, footnotes and quotations count toward the word and line limitations, but  
 102 the table of contents, table of citations, and any addendum containing statutes, rules, regulations  
 103 or portions of the record as required by paragraph (a) ~~of this rule~~ do not count toward the word  
 104 and line limitations.

105 (f)(1)(C) Certificate of compliance. A brief submitted under ~~Rule 24~~ paragraph (f)(1) must  
 106 include a certificate by the attorney or an unrepresented party that the brief complies with the  
 107 type-volume limitation. The person preparing the certificate may rely on the word or line count of  
 108 the word processing system used to prepare the brief. The certificate must state either the  
 109 number of words in the brief or the number of lines of monospaced type in the brief.

110 (f)(2) Page limitation. Unless a brief complies with ~~Rule 24~~ paragraph (f)(1), a principal briefs shall  
 111 may not exceed 30 pages, and a reply briefs shall may not exceed 15 pages, exclusive of pages

112 containing the table of contents, tables of citations and any addendum containing statutes, rules,  
113 regulations, or portions of the record as required by paragraph (a) ~~of this rule~~.

114 In cases involving cross-appeals, paragraph (g) ~~of this rule~~ sets forth the length of briefs.

115 **(g) Briefs in cases involving cross-appeals.** If a cross-appeal is filed, the party first filing a notice of  
116 appeal ~~shall be deemed is~~ the appellant, unless the parties otherwise agree or the court otherwise orders.  
117 Each party ~~shall be is~~ entitled to file two briefs.

118 (g)(1) The appellant ~~shall must~~ file a Brief of Appellant, which ~~shall must~~ present the issues raised  
119 in the appeal.

120 (g)(2) The appellee ~~shall must~~ then file one brief, entitled Brief of Appellee and Cross-Appellant,  
121 which ~~shall must~~ respond to the issues raised in the Brief of Appellant and present the issues raised  
122 in the cross-appeal.

123 (g)(3) The appellant ~~shall must~~ then file one brief, entitled Reply Brief of Appellant and Brief of  
124 Cross-Appellee, which ~~shall must~~ reply to the Brief of Appellee and respond to the Brief of Cross-  
125 Appellant.

126 (g)(4) The appellee may then file a Reply Brief of Cross-Appellant, which ~~shall must~~ reply to the  
127 Brief of Cross-Appellee.

128 (g)(5) Type-Volume Limitation.

129 (g)(5)(A) The appellant's Brief of Appellant is acceptable if it contains no more than 14,000  
130 words or it uses a monospaced face and contains no more than 1,300 lines of text.

131 (g)(5)(B) The appellee's Brief of Appellee and Cross-Appellant is acceptable if it contains no  
132 more than 16,500 words or it uses a monospaced face and contains no more than 1,500 lines of  
133 text.

134 (g)(5)(C) The appellant's Reply Brief of Appellant and Brief of Cross-Appellee is acceptable if  
135 it contains no more than 14,000 words or it uses a monospaced face and contains no more than  
136 1,300 lines of text.

137 (g)(5)(D) The appellee's Reply Brief of Cross-Appellant is acceptable if it contains no more  
138 than half of the type volume specified in ~~Rule 24 paragraph~~ (g)(5)(A).

139 (g)(6) Certificate of Compliance. A brief submitted under ~~Rule 24 paragraph~~ (g)(5) must comply  
140 with ~~Rule 24 paragraph~~ (f)(1)(C).

141 (g)(7) Page Limitation. Unless it complies with ~~Rule 24 paragraphs~~ (g)(5) and (6), the appellant's  
142 Brief of Appellant must not exceed 30 pages; the appellee's Brief of Appellee and Cross-Appellant, 35  
143 pages; the appellant's Reply Brief of Appellant and Brief of Cross-Appellee, 30 pages; and the  
144 appellee's Reply Brief of Cross-Appellant, 15 pages.

145 **(h) Permission ~~for to file~~ over-length brief.** ~~While such motions are~~ A motion for permission to file  
146 an overlength brief is disfavored, but the court for good cause shown may ~~upon on~~ motion permit a party  
147 to file a brief that exceeds the page, word, or line limitations of this rule. The motion ~~shall must~~ state with  
148 specificity the issues to be briefed, the number of additional pages, words, or lines requested, and the

149 good cause for granting the motion. A motion filed at least ~~seven~~ 7 days ~~prior to~~ before the date the brief  
 150 is due or seeking three or fewer additional pages, 1,400 or fewer additional words, or 130 or fewer lines of  
 151 text need not be accompanied by a copy of the brief. A motion filed within ~~seven~~ 7 days of the date the  
 152 brief is due ~~and or~~ seeking more than three additional pages, 1,400 additional words, or 130 lines of text  
 153 ~~shall~~ must be accompanied by a copy of the finished brief. If the motion is granted, the responding party  
 154 is entitled to an equal number of additional pages, words, or lines without further order of the court.  
 155 Whether the motion is granted or denied, the draft brief will be destroyed by the court.

156 ~~(i) Briefs in cases involving multiple appellants or appellees~~ Joining in the brief of another;  
 157 referring to the brief of another. In cases involving more than one appellant or appellee, including  
 158 cases consolidated for purposes of the appeal, any number of either may join in a single brief, ~~and any~~  
 159 ~~appellant or appellee~~ Any other party may adopt by reference any part of the brief of another. ~~Parties may~~  
 160 ~~similarly join in reply briefs.~~

161 **(j) Citation of supplemental authorities.** When pertinent and significant authorities come to the  
 162 attention of a party after that party's brief has been filed, or after oral argument but before decision, a  
 163 party may promptly ~~advise the clerk of the appellate court, by letter~~ file a notice of supplemental authority  
 164 ~~setting forth the citations.~~ An original letter and nine copies shall be filed in the Supreme Court. An  
 165 ~~original letter and seven copies shall be filed in the Court of Appeals. There shall be a reference either to~~  
 166 ~~the page of the brief or to a point argued orally to which the citations pertain~~ applies, but the letter shall  
 167 ~~state and~~ the reasons for the supplemental citations. The body of the letter must ~~notice may~~ not exceed  
 168 350 words. Any response ~~shall be made~~ must be filed within ~~seven~~ 7 days of filing the notice and ~~shall~~  
 169 must be similarly limited.

170 **(k) Requirements and sanctions.** All briefs under this rule must be concise, presented with  
 171 accuracy, logically arranged with proper headings and free from burdensome, irrelevant, immaterial or  
 172 scandalous matters. Briefs ~~which are not in compliance~~ that do not comply may be disregarded or  
 173 stricken, on motion or ~~sua sponte by~~ on the court's own initiative, and the court may assess attorney fees  
 174 against the offending lawyer.

175 **Advisory Committee Notes**

176 Rule 24(a)(9) now reflects what Utah appellate courts have long held. See *In re Beesley*, 883 P.2d  
 177 1343, 1349 (Utah 1994); *Newmeyer v. Newmeyer*, 745 P.2d 1276, 1278 (Utah 1987). "To successfully  
 178 appeal a trial court's findings of fact, appellate counsel must play the devil's advocate. Attorneys must  
 179 extricate themselves from the client's shoes and fully assume the adversary's position. In order to  
 180 properly discharge the marshalling duty..., the challenger must present, in comprehensive and fastidious  
 181 order, every scrap of competent evidence introduced at trial which supports the very findings the  
 182 appellant resists." *ONEIDA/SLIC, v. ONEIDA Cold Storage and Warehouse, Inc.*, 872 P.2d 1051, 1052-  
 183 53 (Utah App. 1994) (alteration in original)(quoting *West Valley City v. Majestic Inv. Co.*, 818 P.2d 1311,  
 184 1315 (Utah App. 1991)). See also *State ex rel. M.S. v. Salata*, 806 P.2d 1216, 1218 (Utah App. 1991);

185 ~~Bell v. Elder, 782 P.2d 545, 547 (Utah App. 1989); State v. Moore, 802 P.2d 732, 738-39 (Utah App.~~  
186 ~~1990).~~

187       ~~The brief must contain for each issue raised on appeal, a statement of the applicable standard of~~  
188 ~~review and citation of supporting authority.~~

189

1       **Rule 25. Brief of an amicus curiae or guardian ad litem.**

2       A brief of an amicus curiae or of a guardian ad litem representing a minor who is not a party to the  
3 appeal may be filed only by leave of court granted on motion or at the request of the court. The motion for  
4 leave may be accompanied by a proposed ~~amicus~~ brief, provided it complies with applicable rules ~~and the~~  
5 ~~number of copies specified by Rule 26(b) are submitted to the court.~~ A motion for leave ~~shall~~ must identify  
6 the interest of the movant and ~~shall~~ state the reasons why ~~a~~ the ~~brief of an amicus curiae or the guardian~~  
7 ~~ad litem~~ is desirable. Except for a motion for leave to participate in support of, or in opposition to, a  
8 petition for writ of certiorari filed pursuant to Rule ~~50(f)~~ 50(e), the motion for leave ~~shall~~ must be filed at  
9 least 21 days ~~prior to~~ before the date on which the brief of the party whose position ~~as to affirmance or~~  
10 ~~reversal~~ the amicus curiae or guardian ad litem will support is due, unless the court for cause shown  
11 otherwise orders. Parties to the proceeding may ~~indicate their support for, or opposition to,~~ file a response  
12 to the motion. Any response ~~of a party~~ to a motion for leave ~~shall~~ must be filed within ~~7~~ 14 days of ~~service~~  
13 filing of the motion. If leave is granted, an amicus curiae or guardian ad litem ~~shall~~ must file its brief within  
14 7 days of the time allowed the party whose position the amicus curiae or guardian ad litem will support,  
15 unless the order granting leave otherwise indicates. The time for responsive briefs under Rule 26(a) ~~shall~~  
16 run from the timely ~~service-filing~~ of the amicus or guardian ad litem brief or from the timely ~~service-filing~~  
17 of the brief of the party whose position the amicus curiae or guardian ad litem supports, whichever is  
18 later. A motion of an amicus curiae or guardian ad litem to participate in the oral argument will be granted  
19 when circumstances warrant in the court's discretion.

20

1 **Rule 26. Filing and service of briefs.**

2 **(a) Time for service and filing briefs.** Briefs shall be deemed filed on the date of the postmark if  
3 first-class mail is utilized.

4 (a)(1) The appellant's shall serve and file a brief within is due 40 days after the date of the notice  
5 from the clerk of the appellate court pursuant to under Rule 13. If a motion for summary disposition of  
6 the appeal or a motion to remand for determination of ineffective assistance of counsel is filed after  
7 the Rule 13 briefing notice is sent, service and filing of appellant's brief shall be within is due 30 days  
8 from the denial of such the motion.

9 (a)(2) The appellee's brief, or in cases involving a cross-appeal, the appellee/cross-appellant's,  
10 shall serve and file a brief within is due 30 days after service filing of the appellant's brief.

11 (a)(3) In cases involving cross-appeals, the appellant's shall serve and file the second brief  
12 described in Rule 24(g) within is due 30 days after service filing of the appellee/cross-appellant's  
13 brief.

14 (a)(4) A reply brief may be served and filed by the appellant or the appellee/cross-appellant in  
15 cases involving cross-appeals. If a reply brief is filed, it shall be served and filed within is due 30 days  
16 after the filing and service of the appellee's brief or the appellant's second brief in cases involving  
17 cross-appeals. If oral argument is scheduled fewer than 35 days after the filing of appellee's brief, the  
18 reply brief must be filed at least 5-7 days prior to before oral argument.

19 (a)(5) By stipulation filed with the court in accordance with Rule 21(a) before the expiration of the  
20 period sought to be extended, the parties may extend each of such periods for no more than 30 days.  
21 A motion for enlargement extension of time need not accompany the stipulation. No such stipulation  
22 shall be effective unless it is filed prior to the expiration of the period sought to be extended.

23 **(b) Number of copies to be filed and served.** For matters pending in the Supreme Court, ten copies  
24 of each brief, one of which shall contain an original signature, shall be filed with the Clerk of the Supreme  
25 Court. For matters pending in the Court of Appeals, eight copies of each brief, one of which shall contain  
26 an original signature, shall be filed with the Clerk of the Court of Appeals. Two copies shall be served on  
27 counsel for each party separately represented.

28 **(e)(b) Consequence of failure to file briefs.** If an appellant fails to file a brief within the original or  
29 extended time provided in this rule, or within the time as may be extended by order of the appellate court,  
30 an appellee may move for dismissal of to dismiss the appeal. If an appellee fails to file a brief within the  
31 original or extended time provided by this rule, or within the time as may be extended by order of the  
32 appellate court, an appellant may move that the appellee not be heard at oral argument.

33 **(d)(c) Return of record to the clerk.** Each party, upon the filing of its brief, shall return the any  
34 records or exhibits to the clerk of the court having custody pursuant to these rules.

35

1 **Rule 27. Form of briefs, and other documents; courtesy copies.**

2 **(a) Paper size; printing margins.** Briefs shall be typewritten, printed or prepared by photocopying or  
 3 other duplicating or copying process that will produce clear, black and permanent copies equally legible to  
 4 printing, on opaque, unglazed paper 8 1/2 inches wide and 11 inches long, and shall be securely bound  
 5 along the left margin. Paper may be recycled paper, with or without deinking. The printing must be double  
 6 spaced, except for matter customarily single spaced and indented. Margins shall be at least one inch on  
 7 the top, bottom and sides of each page. Page numbers may appear in the margins.

8 **(b) Typeface.** Either a proportionally spaced or monospaced typeface in a plain, roman style may be  
 9 used. A proportionally spaced typeface must be 13-point or larger for both text and footnotes. A  
 10 monospaced typeface may not contain more than ten characters per inch for both text and footnotes.

11 **(c) Binding.** Briefs shall be printed on both sides of the page, and bound with a compact-type binding  
 12 so as not unduly to increase the thickness of the brief along the bound side. Coiled plastic and spiral type  
 13 bindings are not acceptable.

14 **(d) Color of cover; contents of cover.** The cover of the opening brief of appellant shall be blue; that  
 15 of appellee, red; that of intervenor, guardian ad litem, or amicus curiae, green; that of any reply brief, or in  
 16 cases involving a cross appeal, the appellant's second brief, gray; that of any petition for rehearing, tan;  
 17 that of any response to a petition for rehearing, white; that of a petition for certiorari, white; that of a  
 18 response to a petition for certiorari, orange; and that of a reply to the response to a petition for certiorari,  
 19 yellow. All brief covers shall be of heavy cover stock. There shall be adequate contrast between the  
 20 printing and the color of the cover. The cover of all briefs shall set forth in the caption the full title given to  
 21 the case in the court or agency from which the appeal was taken, as modified pursuant to Rule 3(g), as  
 22 well as the designation of the parties both as they appeared in the lower court or agency and as they  
 23 appear in the appeal. In addition, the covers shall contain: the name of the appellate court; the number of  
 24 the case in the appellate court opposite the case title; the title of the document (e.g., Brief of Appellant);  
 25 the nature of the proceeding in the appellate court (e.g., Appeal, Petition for Review); the name of the  
 26 court and judge, agency or board below; and the names and addresses of counsel for the respective  
 27 parties designated as attorney for appellant, petitioner, appellee, or respondent, as the case may be. The  
 28 names of counsel for the party filing the document shall appear in the lower right and opposing counsel in  
 29 the lower left of the cover. In

30 **(a) Form of all documents.** All documents must conform to the following format:

31 (a)(1) portrait aspect, 8½ inches wide by 11 inches long, black text on white background;

32 (a)(2) font: Georgia 12 point;

33 (a)(3) margins: 1.85 inches (sides); 1.7 inches (top and bottom);

34 (a)(4) tables: may exceed the side margins if necessary;

35 (a)(5) line spacing: 1.15 or 15 point;

36 (a)(6) paragraph spacing: 10 point;

37 (a)(7) endnotes: prohibited;

- 38 (a)(8) justification: full;
- 39 (a)(9) hyphenation: optional;
- 40 (a)(10) footnotes and block quotes: the same as other text, except that block quotes must be
- 41 indented an additional one-half inch;
- 42 (a)(11) header: title of document, case number, and page number;
- 43 (a)(12) first page: centered and stacked in the following order:
- 44 (a)(12)(A) appellate case number;
- 45 (a)(12)(B) appellate court;
- 46 (a)(12)(C) parties;
- 47 (a)(12)(D) trial court;
- 48 (a)(12)(E) trial court judge;
- 49 (a)(12)(F) trial court number;
- 50 (a)(12)(G) title of document;
- 51 (a)(12)(H) names of counsel filing the document;

52 **(b) Additional requirements for briefs, petitions for writ of certiorari and petitions for**  
 53 **rehearing.** In addition to the requirements of paragraph (a), the second page of a brief, petition for  
 54 rehearing, response to a petition for rehearing, petition for certiorari, response to a petition for certiorari,  
 55 and a reply to the response to a petition for certiorari, must include:

- 56 (b)(1) a list of all parties and their counsel; and
- 57 (b)(2) in criminal cases, the cover of the defendant's brief shall also indicate whether the  
 58 defendant is presently incarcerated in connection with the case on appeal and if whether the brief is  
 59 an Anders brief.

60 **(c) Courtesy copies.** No later than 7 days after filing the following, the filer must deliver to the clerk  
 61 of the appellate court 6 courtesy copies. Courtesy copies must be printed on both sides of the page, and  
 62 bound so that they reasonably will lie flat. If there is an addendum, it must be bound as part of the brief,  
 63 petition, response or reply unless doing so makes the document unreasonably thick. If the addendum is  
 64 bound separately, it must contain a table of contents. The cover of the courtesy copies must be of heavy  
 65 stock with adequate contrast between the printing and the color of the cover. If bound separately, the  
 66 cover of an addendum must be the same color as the brief with which it is filed. The color of the cover  
 67 must be as follows:

- 68 (c)(1) appellant's opening brief, blue;
- 69 (c)(2) appellee's opening brief, red;
- 70 (c)(3) brief of an intervenor, guardian ad litem, or amicus curiae, green; and
- 71 (c)(4) reply brief, or in a cross-appeal, appellant's second brief, gray.

72 **(e)-(d) Effect of non-compliance with rules.** The clerk shall examine all briefs before filing. If they  
 73 are ~~A~~ a brief, petition for writ of certiorari, or petition for rehearing not prepared in accordance with these  
 74 rules, they will not be filed but shall be returned to be properly prepared is subject to being stricken. The

75 ~~clerk shall retain one copy of the non-complying brief and will promptly notify the party shall to file within 7~~  
76 ~~days a brief, petition for writ of certiorari, or petition for rehearing prepared in compliance with these rules~~  
77 ~~within 5 days. The party whose brief has been rejected under this provision shall immediately notify the~~  
78 ~~opposing party in writing of the lodging. The~~ Upon a showing of extraordinary circumstances, clerk may  
79 grant additional time for bringing a brief, petition for writ of certiorari, or petition for rehearing into  
80 compliance ~~only under extraordinary circumstances~~. This rule ~~is~~ does not intended to permit significant  
81 substantive changes in a briefs, petition for writ of certiorari, or petition for rehearing.

82 **Advisory Committee Note**

83 ~~The change from the term "pica size" to "ten characters per inch" is intended to accommodate the~~  
84 ~~widespread use of word processors. The definition of pica is print of approximately ten characters per~~  
85 ~~inch. The amendment is not intended to prohibit proportionally spaced printing.~~

86 An Anders brief is a brief filed pursuant to Anders v. California, 386 U.S. 793, 97 S.Ct. 1396 (1967), in  
87 cases where counsel believes no nonfrivolous appellate issues exist. In order for an Anders-type brief to  
88 be accepted by either the Utah Court of Appeals or the Utah Supreme Court, counsel must comply with  
89 specific requirements that are more rigorous than those set forth in Anders. See, e.g. State v. Wells, 2000  
90 UT App 304, 13 P.3d 1056 (per curiam); In re D.C., 963 P.2d 761 (Utah App. 1998); State v. Flores, 855  
91 P.2d 258 (Utah App. 1993) (per curiam); Dunn v. Cook, 791 P.2d 873 (Utah 1990); and State v. Clayton,  
92 639 P.2d 168 (Utah 1981).

93

1 **Rule 29. Oral argument.**

2 **(a)(1) In cases before the Supreme Court.** Oral argument will be held unless the Supreme Court  
3 determines that it will not aid the decisional process.

4 **(a)(2) In cases before the Court of Appeals.** Oral argument will be allowed in all cases in which the  
5 court determines that oral argument will significantly aid the decisional process.

6 **(b)(1) Notice by Supreme Court; request for cancellation or continuance.** Not later than 30 days  
7 ~~prior to~~ before the date on which a case is calendared, the clerk ~~shall~~ will give notice of the time and place  
8 of oral argument, and the time to be allowed each side. If all parties to a case believe oral argument will  
9 not benefit the court, they may file a joint motion to cancel oral argument not later than ~~45-14~~ 14 days from  
10 the date of the clerk's notice. The court will grant the motion only if it determines that oral argument will  
11 not aid the decisional process. A motion to continue oral argument must be supported by (1) a stipulation  
12 of all parties or a statement that the movant was unable to obtain such a stipulation, and (2) an affidavit of  
13 ~~counsel~~ specifying the grounds for the motion. A motion to continue filed not later than ~~45-14~~ 14 days from  
14 the date of the clerk's notice may be granted on a showing of good cause. A motion to continue filed  
15 thereafter will be granted only on a showing of exceptional circumstances.

16 **(b)(2) Notice by Court of Appeals; waiver of argument; continuance.** Not later than ~~30-28~~ 28 days  
17 ~~prior to~~ before the date on which a case is calendared, the clerk ~~shall~~ will give notice to all parties that oral  
18 argument is to be permitted, the time and place of oral argument, and the time to be allowed each side.  
19 Any party may waive oral argument by filing a written waiver with the clerk not later than ~~45-14~~ 14 days from  
20 the date of the clerk's notice. If one party waives oral argument and any other party does not, the party  
21 waiving oral argument may nevertheless present oral argument. A request to continue oral argument or  
22 for additional argument time must be made by motion. A motion to continue oral argument must be  
23 supported by (1) a stipulation of all parties or a statement that the movant was unable to obtain such a  
24 stipulation, and (2) an affidavit of ~~counsel~~ specifying the grounds for the motion. A motion to continue filed  
25 not later than ~~45-14~~ 14 days from the date of the clerk's notice may be granted on a showing of good cause.  
26 A motion to continue filed thereafter will be granted only on a showing of exceptional circumstances.

27 **(e)-(d) Order of argument.** The appellant ~~shall~~ argues first and the appellee ~~shall~~ responds. The  
28 appellant may reply to the appellee's argument if appellant reserved part of appellant's time for this  
29 purpose. ~~Such a~~ Argument in reply ~~shall~~ must be limited to responding to points made by appellee in  
30 appellee's oral argument and answering any questions from the court.

31 **(d)-(e) Cross and separate appeals.** A cross or separate appeal ~~shall~~ will be argued with the initial  
32 appeal at a single argument, unless the court otherwise directs. If a case involves a separate appeal, the  
33 plaintiff in the trial court action ~~below shall be~~ is deemed to be the appellant for the purpose of this rule  
34 unless the parties otherwise agree or the court otherwise directs. If separate appellants support the same  
35 argument, care ~~shall~~ must be taken to avoid duplication of argument. Unless otherwise agreed by the  
36 parties, in cases involving a cross-appeal the appellant, as determined pursuant to Rule 24(g), ~~shall~~ must  
37 open the argument and present only the issues raised in the appellant's opening brief. The

38 appellee/cross-appellant ~~shall~~must then present an argument which answers the appellant's issues and  
39 addresses original issues raised by the cross-appeal. The appellant ~~shall~~must then present an argument  
40 which replies to the appellee/cross-appellant's answer to the appellant's issues and answers the issues  
41 raised on the cross-appeal. The appellee/cross-appellant may then present an argument which is  
42 confined to a reply to the appellant's answer to the issues raised by the cross-appeal. The court ~~shall~~will  
43 grant reasonable requests, for good cause shown, for extended argument time.

44 **~~(e)-(f)~~ Non-appearance of parties.** If the appellee fails to appear to present argument, the court will  
45 hear argument on behalf of the appellant, if present. If the appellant fails to appear, the court may hear  
46 argument on behalf of the appellee, if present. If neither party appears, the case may be decided on the  
47 briefs, or the court may direct that the case be rescheduled for argument.

48 **~~(f)-(g)~~ Submission on briefs.** By agreement of the parties, a case may be submitted for decision on  
49 the briefs, but the court may direct that the case be argued.

50 **~~(g)-(h)~~ Use of physical exhibits at argument; removal.** If physical exhibits other than documents  
51 are to be used at the argument, counsel ~~shall~~must arrange to have them placed in the courtroom before  
52 the court convenes on the date of the argument. After the argument, counsel ~~shall~~must remove the  
53 exhibits from the courtroom unless the court otherwise directs. If exhibits are not reclaimed by counsel  
54 within a reasonable time after notice is given by the clerk, they ~~shall~~will be destroyed or otherwise  
55 disposed of as the clerk shall think best.

#### 56 **Advisory Committee Notes**

57 The 2013 amendments to rules 29(a) and (b) reflect current practices. The amendment to Rule 29(c)  
58 clarifies that this provision is not intended to place any limitation on the scope or timing of the questions  
59 posed by an appellate court during argument.  
60

1       **Rule 34. Award of costs.**

2       **(a) ~~To whom allowed~~ awarded.** Except as otherwise provided by law, if an appeal is dismissed,  
 3 costs ~~shall be taxed against the appellant~~ will be awarded to the appellee unless otherwise agreed by the  
 4 parties or ordered by the court; if a judgment or order is affirmed, costs ~~shall be taxed against appellant~~  
 5 will be awarded to the appellee unless otherwise ordered; if a judgment or order is reversed, costs ~~shall~~  
 6 ~~be taxed against the appellee~~ will be awarded to the appellant unless otherwise ordered; if a judgment or  
 7 order is affirmed or reversed in part, or is vacated, costs ~~shall be allowed~~ will be awarded as ordered by  
 8 the court. Costs ~~shall~~ may not be ~~allowed or taxed~~ awarded in a criminal case.

9       **(b) Costs for and against the state of Utah.** In cases involving the ~~s~~State of Utah or an agency or  
 10 officer thereof, an award of costs for or against the state ~~shall be~~ is at the discretion of the court unless  
 11 specifically required or prohibited by law.

12       **(c) Costs of briefs and attachments, record, bonds and other expenses on appeal.** The  
 13 following may be ~~taxed~~ awarded as costs in favor of the prevailing party in the appeal: ~~the actual costs of~~  
 14 ~~a printed or typewritten brief or memoranda and attachments not to exceed \$3.00 for each page; actual~~  
 15 ~~costs incurred in the preparation and transmission of the record, including costs of the reporter's transcript~~  
 16 unless otherwise ordered by the court; premiums paid for supersedeas or cost bonds ~~to preserve rights~~  
 17 ~~pending appeal; and the fees for filing and docketing the appeal.~~

18       **(d) ~~Bill of costs taxed after remittitur~~ Costs in an appeal from a trial court.** A party claiming costs  
 19 shall, ~~in an appeal from a trial court a party must claim costs in the trial court under Rule of Civil~~  
 20 ~~Procedure 54 within 45-14 days after the remittitur is filed with the clerk of the trial court, serve upon the~~  
 21 ~~adverse party and file with the clerk of the trial court an itemized and verified bill of costs. The adverse~~  
 22 ~~party may, within 5 days of service of the bill of costs, serve and file a notice of objection, together with a~~  
 23 ~~motion to have the costs taxed by the trial court. If there is no objection to the cost bill within the allotted~~  
 24 ~~time, the clerk of the trial court shall tax the costs as filed and enter judgment for the party entitled thereto,~~  
 25 ~~which judgment shall be entered in the judgment docket with the same force and effect as in the case of~~  
 26 ~~other judgments of record. If the cost bill of the prevailing party is timely opposed, the clerk, upon~~  
 27 ~~reasonable notice and hearing, shall tax the costs and enter a final determination and judgment which~~  
 28 ~~shall thereupon be entered in the judgment docket with the same force and effect as in the case of other~~  
 29 ~~judgments of record. The determination of the clerk shall be reviewable by the trial court upon the request~~  
 30 ~~of either party made within 5 days of the entry of the judgment.~~

31       **(e) Costs in other proceedings and agency appeals.** In all other matters ~~before the court~~, including  
 32 appeals from an agency, costs may be ~~allowed~~ awarded as in cases on appeal from a trial court. Within  
 33 ~~45-14 days after the expiration of the time in which to file a petition for rehearing may be filed or within 45~~  
 34 ~~14 days after an order denying such a petition, the party to whom costs have been awarded may file with~~  
 35 the clerk of the appellate court ~~and serve upon the adverse party~~ an itemized and verified bill of costs.  
 36 The adverse party may, within ~~5-7~~ days after the ~~service-filing~~ of the bill of costs file a ~~notice of an~~  
 37 ~~objection and a motion to have the costs taxed by the clerk to the cost bill.~~ If no objection ~~to the cost bill~~ is

38 ~~filed within the allotted time, the clerk shall thereupon tax~~ will award the costs and enter judgment against  
39 the adverse party. If the adverse party timely objects to the cost bill, the clerk, upon reasonable notice  
40 and hearing, ~~shall will~~ determine and settle the costs, ~~tax the same, and enter a judgment shall be~~  
41 ~~entered thereon against the adverse party for the amount awarded.~~ The determination by the clerk ~~shall~~  
42 ~~be reviewable~~ will be reviewed by the court upon the request of either party made within ~~5-7~~ days of the  
43 entry of judgment; unless otherwise ordered, oral argument ~~shall is not be~~ permitted. ~~A~~ An abstract of a  
44 judgment under this ~~section paragraph~~ may be filed ~~with the clerk of in~~ any district court ~~in the state, who~~  
45 ~~shall docket a certified copy of the same in the manner and with the same force and effect as judgments~~  
46 ~~of the district court~~ under Rule of Civil Procedure 58A.

47

1 **Rule 35. Petition for rehearing.**

2 **(a) Petition for rehearing permitted.** A rehearing will not be granted in the absence of a petition for  
3 rehearing. A petition for rehearing may be filed only in cases in which the court has issued an opinion,  
4 memorandum decision, or per curiam decision. ~~No other petitions for rehearing will be considered.~~

5 **(b) Time for filing.** A petition for rehearing ~~may~~must be filed ~~with the clerk~~ within 14 days after  
6 issuance of the opinion, memorandum decision, or per curiam decision ~~of the court~~, unless ~~the time is~~  
7 ~~shortened or enlarged by otherwise ordered.~~

8 **(c) Contents of petition.** ~~The petition must comply with Rule 27 and must include a copy of the~~  
9 ~~opinion, memorandum decision, or per curiam decision to which it is directed.~~ The petition ~~shall~~must  
10 state with particularity the points of law or fact ~~which that~~ the petitioner claims the court has overlooked or  
11 ~~misapprehended~~misunderstood and ~~shall~~must contain ~~such~~ argument in support of the petition ~~as the~~  
12 ~~petitioner desires.~~ ~~Counsel for petitioner must certify that the~~ The petition must include a certification that  
13 it is presentedfiled in good faith and not for delay.

14 **(d) Oral argument.** Oral argument in support of the petition will not be permitted.

15 **(e)-(d) Response.** No response to a petition for rehearing ~~will be received~~ is permitted unless  
16 requested by the court. Any response ~~shall~~must be filed within 14 days after the entry of the order  
17 requesting the response, unless otherwise ordered ~~by the court~~. A petition for rehearing will not be  
18 granted in the absence of a request for a response.

19 **(f) Form of petition.** ~~The petition shall be in a form prescribed by Rule 27 and shall include a copy of~~  
20 ~~the decision to which it is directed.~~

21 **(g) Number of copies to be filed and served.** ~~An original and 6 copies shall be filed with the court.~~  
22 ~~Two copies shall be served on counsel for each party separately represented.~~

23 **(h)-(e) Length.** ~~Except by order of the court, a~~ A petition for rehearing and any response requested  
24 ~~by the court shall~~ may not exceed 15 pages unless otherwise ordered.

25 **(i) Color of cover.** ~~The cover of a petition for rehearing shall be tan; that of any response to a petition~~  
26 ~~for rehearing filed by a party, white; and that of any response filed by an amicus curiae, green. All brief~~  
27 ~~covers shall be of heavy cover stock. There shall be adequate contrast between the printing and the color~~  
28 ~~of the cover.~~

29 **(j)-(f) Action by court if granted.** ~~If a petition for rehearing is granted, the~~ The court may make a  
30 final disposition of the cause without reargument, or may restore it to the calendar for reargument or  
31 resubmission, or may make ~~such other~~ appropriate orders ~~as are deemed appropriate under the~~  
32 ~~circumstances of the particular case.~~

33 **(k) Untimely or consecutive petitions.** ~~Petitions for rehearing that are not timely presented under~~  
34 ~~this rule and consecutive petitions for rehearing will not be received by the clerk.~~

35 **(l)-(g) Amicus curiae.** An amicus curiae may not file a petition for rehearing but may file a response  
36 to a petition if the court has requested a response ~~under paragraph (e) of this rule.~~

37

1 **Rule 36. Issuance of remittitur.**

2 **(a) Date of issuance.**

3 (a)(1) In the Supreme Court the remittitur ~~of the court shall will~~ issue ~~45-14~~ 14 days after the entry of  
4 the judgment. If a petition for rehearing is timely filed, the remittitur ~~of the court shall will~~ issue ~~five-7~~  
5 7 days after the entry of the order disposing of the petition.

6 (a)(2) In the Court of Appeals the remittitur ~~of the court shall will~~ issue ~~immediately promptly~~ after  
7 the expiration of the time for filing a petition for writ of certiorari. If a petition for writ of certiorari is  
8 timely filed, issuance of the remittitur by the Court of Appeals ~~will automatically be is~~ is stayed until the  
9 Supreme Court’s disposition on the petition ~~for writ of certiorari~~. If the Supreme Court denies the  
10 petition, the Court of Appeals ~~shall will~~ issue its remittitur ~~five-7~~ 7 days after entry of the order denying  
11 the petition. If the Supreme Court grants the petition, jurisdiction of the appeal ~~shall be is~~ transferred  
12 to the Supreme Court, ~~and the Court of Appeals shall close its file and transfer the record on appeal,~~  
13 ~~if any, to the Supreme Court.~~

14 (a)(3) The time for issuance of the remittitur may be ~~otherwise stayed, enlarged, or shortened~~  
15 changed by court order of the court. A ~~certified~~ copy of the opinion of the court, any direction as to  
16 costs, and the record of the proceedings ~~shall constitutes~~ constitutes the remittitur.

17 **(b) Stay, supersedeas or injunction pending application for review to the Supreme Court of the**

18 **United States.** A stay or supersedeas of the remittitur or an injunction pending application for review to  
19 the United States Supreme Court may be granted on motion and for good cause. Any motion for a stay of  
20 the remittitur or for approval of a supersedeas bond or for an order suspending, modifying, restoring, or  
21 granting an injunction during the pendency of the appeal ~~shall must~~ be filed in the Utah ~~Supreme Court~~.  
22 ~~Reasonable notice of the motion shall be given to appellate court and served on all parties.~~ The period of  
23 the stay, supersedeas or injunction ~~shall will~~ be ~~for such time~~ as ordered by the court up to and including  
24 the final disposition of the application for review. A bond or other security on ~~such terms as~~ the court  
25 deems appropriate may be required as a condition to granting or continuing the grant or continuance of  
26 relief under this paragraph. If the stay, supersedeas, or injunction is granted until the final disposition of  
27 the application for review, the party seeking the review ~~shall must, within the time permitted for seeking~~  
28 ~~the review, timely~~ file with the clerk of the court ~~which that~~ entered the decision sought to be reviewed, a  
29 certified copy of the notice of appeal, petition for writ of certiorari, or other application for review, or ~~shall~~  
30 must file a certificate that ~~such an~~ application for review has been filed. Upon ~~the filing of a copy of an the~~  
31 order of the United States Supreme Court dismissing the appeal or denying the petition for a writ of  
32 certiorari, the remittitur ~~shall will~~ issue immediately.

33

1 **Rule 39. Duties of the clerk.**

2 ~~(a) General provisions.~~ The office of the Clerk of the Court, with the clerk or a deputy in attendance,  
3 shall be open during business hours on all days except Saturdays, Sundays and legal holidays.

4 ~~(b)~~ **(a) The docket; calendar; other records required.** The clerk shall will keep a record, known as  
5 the docket, in form and style as may be prescribed by the court, and shall enter therein of each case. The  
6 number of each case shall be noted on the page of the docket whereon the first entry is made. All papers  
7 documents filed with the clerk and all process, orders and opinions shall will be entered chronologically in  
8 the docket ~~on the pages assigned to the~~ of each case. Entries shall will be brief but shall will show the  
9 date and nature of each paper document filed or decision or order entered ~~and the date thereof~~. The clerk  
10 shall will keep an suitable index of cases contained in the docket.

11 ~~(c) Minute book.~~ The clerk may keep a minute book, in which shall be entered a record of the daily  
12 ~~proceedings of the court.~~ **(b) Calendar.** The clerk shall will prepare, under the direction of the Chief  
13 Justice of the Supreme Court or the Presiding Judge of the Court of Appeals, a calendar of cases  
14 awaiting argument.

15 ~~(d) Notice~~ **(c) Service of orders.** ~~Immediately~~ Promptly upon the entry of an order or decision, the  
16 clerk shall will serve a notice of entry by mail upon the order or decision on each party to the proceeding,  
17 together with a copy of any opinion respecting the order or decision. Service on a party represented by  
18 counsel shall be made upon counsel through the appellate electronic filing system.

19 ~~(e)~~ **(d) Custody of records and papers.** The clerk shall ~~have has~~ custody of and will preserve the  
20 court's records and papers of the court. The clerk shall will not permit any original record ~~or paper~~ to be  
21 removed from the court, except as authorized by these rules or the ~~orders or court's~~ instructions of the  
22 court. Original papers transmitted as the record on appeal or review shall upon disposition of the case be  
23 ~~returned to the court or agency from which they were received.~~ The clerk shall preserve copies of briefs  
24 and attachments, as well as other printed papers filed.

25

1       **Rule 41. Certification of questions of law by United States courts.**

2       **(a) Authorization to answer questions of law.** The Utah Supreme Court may answer a question of  
3 Utah law certified to it by a court of the United States ~~when requested to do so by such certifying court~~  
4 ~~acting~~ in accordance with the provisions of this rule if the state of the law of Utah applicable to a  
5 proceeding before the certifying court is uncertain.

6       **(b) Procedure to invoke.** Any court of the United States may invoke this rule by entering an order of  
7 certification as described in this rule. When invoking this rule, the certifying court may act either ~~sua~~  
8 ~~sponte or upon a~~ on its own initiative or on motion by any party.

9       **(c) Certification order.**

10       (c)(1) A certification order ~~shall~~must be directed to the Utah Supreme Court and ~~shall~~must state:

11       (c)(1)(A) the question of law to be answered;

12       (c)(1)(B) that the question certified is a controlling issue of law in a proceeding pending  
13 before the certifying court; and

14       (c)(1)(C) that there appears to be no controlling Utah law.

15       (c)(2) The order ~~shall~~must also set forth all facts ~~which are~~ relevant to the determination of the  
16 question certified and ~~which that~~ show the nature of the controversy, the context in which the question  
17 arose, and the procedural steps by which the question was framed.

18       (c)(3) The certifying court may also include in the order any additional reasons for its entry of the  
19 certification order ~~that are not otherwise apparent~~.

20       **(d) Form of certification order; submission of record.** A certification order ~~shall~~must be signed by  
21 the judge presiding over the proceeding giving rise to the certification order and forwarded to the Utah  
22 Supreme Court by the clerk of the certifying court ~~under its official seal~~. The Supreme Court may require  
23 that all or any portion of the record before the certifying court be filed with the Supreme Court if the record  
24 ~~or a portion thereof~~ may be necessary in determining whether to accept the certified question or in  
25 answering that question. A copy of the record certified by the clerk of the certifying court to conform to the  
26 original may be substituted for the original as the record.

27       **(e) Acceptance or rejection of certification.** Upon filing of the certification order and accompanying  
28 papers with the clerk, the Supreme Court ~~shall~~will promptly enter an order ~~either~~ accepting or rejecting  
29 the question certified to it, and the clerk ~~shall~~will serve copies of the order upon the certifying court and  
30 all parties identified in the certification order. If the Supreme Court accepts the question, the Court will set  
31 out in the order of acceptance (1) the specific question or questions accepted, (2) the deadline for  
32 notifying the Supreme Court as to those portions of the record which shall be copied and filed with the  
33 Clerk of the Supreme Court, and (3) information as to when the briefing schedule will be established.

34       **(f) Briefing; oral argument.** The form of briefs and proceedings on oral argument will be governed  
35 by these rules except as ~~such rules may be~~ modified by the Supreme Court to accommodate the  
36 differences between the appeal process and the determination of a certified question. The clerk of the

37 Supreme Court will provide written notice to the parties ~~as to of~~ the schedule for the filing of briefs and  
38 content requirements, as well as the schedule and procedures for oral argument.

39 **(g) Appearance of counsel pro hac vice.** Upon acceptance by the Supreme Court of the question  
40 of law presented by the certification order, counsel for the parties not licensed to practice law in the state  
41 of Utah may appear pro hac vice upon motion filed pursuant to ~~the Code of Judicial Administration Rules~~  
42 Governing the Utah State Bar.

43 **(h) Issuance of opinion on certified questions.** The Supreme Court will issue a written opinion that  
44 will be published and reported. A copy of the opinion ~~shall~~ will be transmitted by the clerk ~~under the seal~~  
45 ~~of the Supreme Court~~ to the certifying court and to the parties identified in the certification order.

46 **~~Advisory Committee Note~~**

47 ~~Refer to Rule 14-806 of the Rules Governing the Utah State Bar for qualification of out of state~~  
48 ~~counsel to practice before the courts of Utah.~~

49

1 **Rule 42. Transfer of case from Supreme Court to Court of Appeals.**

2 **(a) Discretion of Supreme Court to transfer.** At any time before a case is set for oral argument  
3 before the Supreme Court, the Supreme Court may transfer to the Court of Appeals any case except  
4 those cases within the Supreme Court's exclusive jurisdiction. The order of transfer ~~shall~~will be issued  
5 without opinion, ~~written or oral~~, as to the merits of the appeal or the reasons for the transfer.

6 **(b) Notice of order of transfer.** ~~Upon entry of the order of transfer the Clerk of the Supreme Court~~  
7 ~~shall give notice of entry of the order of transfer by mail to each party to the proceeding and to the clerk of~~  
8 ~~the trial court. Upon entry of the order of transfer, the Clerk of the Supreme Court shall transfer the~~  
9 ~~original of the order and the case, including the record and file of the case from the trial court, all papers~~  
10 ~~filed in the Supreme Court, and a written statement of all docket entries in the case up to and including~~  
11 ~~the order of transfer, to the Clerk of the Court of Appeals.~~

12 **(c) Receipt of order of transfer by Court of Appeals.** ~~Upon receipt of the original order of transfer~~  
13 ~~from the Clerk of the Supreme Court, the Clerk of the Court of Appeals shall enter the appeal upon the~~  
14 ~~Court of Appeals docket. The Clerk of the Court of Appeals shall immediately give notice to each party to~~  
15 ~~the proceeding and to the clerk of the trial court that the appeal has been docketed and that all further~~  
16 ~~filings will be made with the Clerk of the Court of Appeals. The notice shall state the docket number~~  
17 ~~assigned to the case in the Court of Appeals.~~

18 **(d) Filing or transfer of appeal record.** ~~If the record on appeal has not been filed with the Clerk of~~  
19 ~~the Supreme Court as of the date of the order of transfer, the Clerk of the Supreme Court shall notify the~~  
20 ~~clerk of the trial court that upon completion of the conditions for filing the record by that court, the clerk~~  
21 ~~shall transmit the record on appeal to the Clerk of the Court of Appeals. If, however, the record on appeal~~  
22 ~~has already been transmitted to and filed with the Clerk of the Supreme Court as of the date of the entry~~  
23 ~~of the order of transfer, the Clerk of the Supreme Court shall transmit the record on appeal to the Clerk of~~  
24 ~~the Court of Appeals within five days of the date of the entry of the order of transfer.~~

25 **(e) (b) Subsequent proceedings before Court of Appeals.** ~~Upon receipt by the Clerk of the Court~~  
26 ~~of Appeals of the order of transfer and the entry thereof upon the docket of the Court of Appeals, the The~~  
27 ~~case ~~shall~~will proceed before the Court of Appeals to final decision and disposition as in other appellate~~  
28 ~~cases pursuant to these rules. The Clerk of the Court of Appeals will promptly notify all parties and the~~  
29 ~~clerk of the trial court that the appeal has been docketed and that all further filings will be made with the~~  
30 ~~Clerk of the Court of Appeals.~~

31 **Advisory Committee Note**

32 ~~Former Rules 4A and 4B have been renumbered as Rules 42 and 43 respectively and included in a~~  
33 ~~new title governing the certification and transfer of cases between courts. The amendments make uniform~~  
34 ~~the practices followed by the two appellate courts in transferring cases.~~

35

1 **Rule 43. Certification by the Court of Appeals to the Supreme Court.**

2 **(a) Transfer.** In any case over which the Court of Appeals has original appellate jurisdiction, the court  
3 may, upon the affirmative vote of four judges of the court, certify a case for immediate transfer to the  
4 Supreme Court for determination.

5 **(b) Procedure for transfer.**

6 (b)(1) The Court of Appeals may, on its own ~~motion~~ initiative, decide whether a case should be  
7 certified. Any party to a case may, however, file ~~and serve an original and eight copies of a~~  
8 suggestion for certification not exceeding ~~five~~ 5 pages setting forth the reasons why the party believes  
9 that the case should be certified. The suggestion may not be filed ~~prior to~~ before the filing of a  
10 docketing statement. Within ~~ten~~ 14 days of ~~service~~ filing, an adverse party may file ~~and serve an~~  
11 ~~original and eight copies of a statement not in excess of five~~ exceeding 5 pages either supporting or  
12 opposing the suggestion for certification.

13 (b)(2) ~~Upon entry of the order of certification, the Clerk of the Court of Appeals shall immediately~~  
14 ~~transfer the case, including the record and file of the case from the trial court, all papers filed in the~~  
15 ~~Court of Appeals, and a written statement of all docket entries in the case up to and including the~~  
16 ~~certification order, to the Clerk of the Supreme Court. The Clerk of the Court of Appeals shall~~  
17 ~~promptly notify all parties and the clerk of the trial court that the case has been transferred.~~

18 (b)(3) ~~Upon receipt of the order of certification, the Clerk of the Supreme Court shall enter the~~  
19 ~~appeal upon the docket of the Supreme Court.~~ (b)(2) The case will proceed before the Supreme  
20 Court to final decision and disposition as in other appellate cases pursuant to these rules. The clerk of  
21 the Supreme Court ~~shall immediately send notices to~~ will notify all parties and ~~to~~ the clerk of the trial  
22 court that the case has been docketed and that all further filings will be made with the Clerk of the  
23 Supreme Court. ~~The notice shall state the docket number assigned to the case in the Supreme Court.~~  
24 ~~The case shall proceed before the Supreme Court to final decision and disposition as in other~~  
25 ~~appellate cases pursuant to these rules.~~

26 (b)(4) ~~If the record on appeal has not been filed with the Clerk of the Court of Appeals as of the~~  
27 ~~date of the order of transfer, the Clerk of the Court of Appeals shall notify the clerk of the trial court~~  
28 ~~that upon completion of the conditions for filing the record by that court, the clerk shall transmit the~~  
29 ~~record on appeal to the Clerk of the Supreme Court. If, however, the record on appeal has already~~  
30 ~~been transmitted to and filed with the Clerk of the Court of Appeals as of the date of the entry of the~~  
31 ~~order of transfer, the Clerk of the Court of Appeals shall transmit the record on appeal to the Clerk of~~  
32 ~~the Supreme Court within five days of the date of the entry of the order of transfer.~~

33 **(c) Criteria for transfer.** The Court of Appeals shall will consider certification only in the following  
34 cases:

35 (c)(1) ~~Cases which are of such a nature that~~ If it is apparent that the case should be decided by  
36 the Supreme Court and that the Supreme Court would probably grant a petition for a writ of certiorari

37 in the case if decided by the Court of Appeals, irrespective of how the Court of Appeals might rule,  
38 and

39 (c)(2) Cases ~~which~~that will govern a number of other cases involving the same legal issue or  
40 issues pending in the district courts, juvenile courts or the Court of Appeals or which are cases of first  
41 impression under state or federal law which will have wide applicability.

42 **Advisory Committee Note**

43 ~~Former Rules 4A and 4B have been renumbered as Rules 42 and 43 respectively and included in a~~  
44 ~~new title governing the certification and transfer of cases between courts. The amendments make uniform~~  
45 ~~the practices followed by the two appellate courts in transferring cases.~~

46

1        **Rule 47. ~~Transmission of record; j~~Joint and separate petitions; cross-petitions; parties.**

2        **(a) Joint and separate petitions; cross-petitions.** Parties interested jointly, severally, or otherwise  
3 in a decision may join in a petition for a writ of certiorari; any one or more of them may petition separately;  
4 or any two or more of them may join in a petition. When two or more cases are sought to be reviewed on  
5 certiorari and involve identical or closely related questions, it will suffice to file a single petition for a writ of  
6 certiorari covering all the cases. A cross-petition for writ of certiorari ~~shall~~may not be joined with any other  
7 filing.

8        **(b) Parties.** All parties to the proceeding in the Court of Appeals ~~shall be~~are deemed parties in the  
9 Supreme Court, unless the petitioner notifies the Clerk of the Supreme Court in writing of the petitioner's  
10 belief that one or more of the parties below have no interest in the outcome of the petition. A copy of such  
11 notice shall be served on all parties to the proceeding below,~~and a~~. A party noted as no longer interested  
12 may remain a party by ~~notifying the clerk, with service on the other parties,~~filing and serving notice that  
13 the party has an interest in the petition.

14        **(c) ~~Transmission of record.~~** ~~When a petition for writ of certiorari is granted, the Clerk of the~~  
15 ~~Supreme Court shall notify the Clerk of the Court of Appeals to transmit the record on appeal to the~~  
16 ~~Supreme Court.~~

17

1 **Rule 48. Time for petitioning.**

2 **(a) Timeliness of petition.** A petition for a writ of certiorari must be filed with the Clerk of the  
3 Supreme Court within 30 days after the entry of the final decision by the Court of Appeals. The docket fee  
4 ~~shall~~ must be paid at the time of filing the petition.

5 **(b) ~~Refusal~~ Rejection of untimely petition.** The clerk will ~~refuse to receive~~ reject any untimely  
6 petition for a writ of certiorari ~~which is beyond the time indicated in paragraph (a) of this rule or which is~~  
7 ~~not accompanied by the docket fee.~~

8 **(c) Effect of petition for rehearing.** The time for filing a petition for a writ of certiorari runs from the  
9 date the decision is entered by the Court of Appeals, not from the date of the issuance of the remittitur. If  
10 a petition for rehearing that complies with Rule [35\(a\)](#) is timely filed by any party, the time for filing the  
11 petition for a writ of certiorari for all parties runs from the date of the denial of the petition for rehearing or  
12 of the entry of a subsequent decision entered upon the rehearing.

13 **(d) Time for cross-petition.**

14 (d)(1) A cross-petition for a writ of certiorari must be filed:

15 (d)(1)(A) within the time provided in ~~Subdivisions paragraphs (a) and (c) of this rule;~~ or

16 (d)(1)(B) within 30 days of the filing of the petition for a writ of certiorari.

17 (d)(2) Any cross-petition timely only pursuant to paragraph (d)(1)(B) ~~of this rule~~ will not be granted  
18 unless a timely petition for a writ of certiorari of another party to the case is granted.

19 (d)(3) The docket fee ~~shall~~ must be paid at the time of filing the cross-petition. ~~The clerk shall~~  
20 ~~refuse any cross-petition not accompanied by the docket fee.~~

21 (d)(4) A cross-petition for a writ of certiorari may not be joined with any other filing. ~~The clerk of~~  
22 ~~the court shall refuse any filing so joined.~~

23 **(e) Extension of time.**

24 (e)(1) The Supreme Court, upon a showing of good cause, may extend the time for filing a  
25 petition or a cross-petition for a writ of certiorari upon motion filed ~~not later than 30 days after~~ before  
26 the expiration of the time prescribed by paragraph (a) or (c) ~~of this rule.~~ Responses are disfavored  
27 and the court may rule at any time after the filing of the motion. No extension ~~shall~~ may exceed 30  
28 days past the prescribed time or 14 days from the date of entry of the order granting the motion,  
29 whichever occurs later, and no more than one extension will be granted.

30 (e)(2) The Supreme Court, upon a showing of good cause or excusable neglect, may extend the  
31 time for filing a petition or a cross-petition for a writ of certiorari upon motion filed not later than 30  
32 days after the expiration of the time prescribed by paragraph (a) or (c) of this rule, whichever is  
33 applicable. No extension ~~shall~~ may exceed 30 days past the prescribed time or 14 days from the date  
34 of entry of the order granting the motion, whichever occurs later, and no more than one extension will  
35 be granted.

36        **(f) Form of petition.** ~~Seven copies of the petition for a writ of certiorari, one of which shall contain an~~  
37 ~~original signature, shall be filed with the Clerk of the Supreme Court. The petition must comply with Rule~~  
38 ~~27.~~  
39

1 **Rule 50. Brief in opposition; reply brief; brief of amicus curiae.**

2 **(a) Brief in opposition.** Within 30 days after ~~service-filing~~ of a petition the respondent ~~shall~~may file  
3 an opposing brief, disclosing any matter or ground why the case should not be reviewed by the Supreme  
4 Court. ~~Such~~The brief ~~shall~~must comply with Rules [27](#) and, as applicable, [Rule 49](#). ~~Seven copies of the~~  
5 ~~brief in opposition, one of which shall contain an original signature, shall be filed with the Clerk of the~~  
6 ~~Supreme Court.~~

7 **(b) Page limitation.** A brief in opposition ~~shall be as short as possible and may not, in any single~~  
8 ~~case,~~ exceed 20 pages, excluding the subject index, the table of authorities, any verbatim quotations  
9 required by Rule [49\(a\)\(7\)](#), and the appendix.

10 **(c) Objections to jurisdiction.** No motion by a respondent to dismiss a petition for a writ of certiorari  
11 will be received. Objections to the jurisdiction of the Supreme Court to grant the writ of certiorari may be  
12 included in the brief in opposition.

13 **(d) Distribution of filings.** ~~Upon the filing of a brief in opposition, the expiration of the time allowed~~  
14 ~~therefor, or express waiver of the right to file, the petition and the brief in opposition, if any, will be~~  
15 ~~distributed by the clerk for consideration. However, if a cross-petition for a writ of certiorari has been filed,~~  
16 ~~distribution of both it and the petition for a writ certiorari will be delayed until the filing of a brief in~~  
17 ~~opposition by the cross-respondent, the expiration of the time allowed therefor, or express waiver of the~~  
18 ~~right to file.~~

19 **(e)-(d) Reply brief.** ~~A~~Within 7 days after filing of a brief in opposition, the petitioner may file a reply  
20 brief addressed to arguments first raised in the brief in opposition ~~may be filed by any petitioner,~~ but  
21 distribution under paragraph (d) of this rule will not be delayed pending the filing of any such ~~the court~~  
22 may act on the petition without awaiting a reply brief. ~~Such~~The reply brief must comply with Rule 27 and  
23 brief shall be as short as possible, but may not exceed five ~~5~~ pages. ~~Such brief shall comply with Rule 27.~~  
24 ~~The number of copies to be filed shall be as described in Rule 50(a).~~

25 **(f)-(e) Brief of amicus curiae.** A brief of an amicus curiae concerning a petition for certiorari may be  
26 filed only by leave of the Supreme Court granted on motion or at the request of the Supreme Court. The  
27 motion for leave ~~shall~~must be accompanied by a proposed amicus brief, not to exceed 20 pages,  
28 excluding the subject index, the table of authorities, any verbatim quotations required by Rule [49\(a\)\(7\)](#),  
29 and the appendix. The proposed amicus brief ~~shall~~must comply with Rule [27](#), and, as applicable, Rule  
30 [49](#). ~~The number of copies of the proposed amicus brief submitted to the Supreme Court shall be the~~  
31 ~~same as dictated by Rule 48(f).~~ ~~A motion for leave shall~~must identify the interest of the applicant and  
32 ~~shall~~state the reasons why a brief of an amicus curiae is desirable. The motion for leave ~~shall~~must be  
33 filed on or before the date of the filing of the timely petition or response of the party whose position the  
34 amicus curiae will support, unless the Supreme Court for cause shown otherwise orders. Parties to the  
35 proceeding in the Court of Appeals may indicate their support for, or opposition to, the motion. Any  
36 response of a party to a motion for leave ~~shall~~must be filed within ~~seven~~14 days of ~~service-filing~~ of the  
37 motion. If leave is granted, the proposed amicus brief will be accepted as filed and, unless the order

38 granting leave otherwise indicates, amicus curiae also will be permitted to submit a brief on the merits,  
39 provided it is submitted in compliance with the briefing schedule of the party the amicus curiae supports.  
40 Denial of a motion for leave to file brief of an amicus curiae concerning a petition for certiorari ~~shall~~does  
41 not preclude a subsequent amicus motion relating to the merits after a grant of certiorari. All motions for  
42 leave to file brief of an amicus curiae on the merits after a grant of certiorari are governed by Rule [25](#).  
43

1 **Rule 51. Disposition of petition for writ of certiorari.**

2 **(a) Order after consideration.** ~~After consideration of the documents distributed pursuant to Rule 50,~~  
 3 ~~the~~ The Supreme Court will enter an appropriate order denying the petition or granting the petition in  
 4 whole or in part. The order shall be decided summarily, shall be without oral argument, and shall not  
 5 constitute a decision. The order may be a summary disposition on the merits. The clerk shall not issue a  
 6 formal writ unless directed by the Supreme Court.

7 **(b) Grant of petition; briefing oral argument.**

8 (b)(1) ~~Whenever~~ When an order granting a petition for a writ of certiorari is entered, the Clerk of  
 9 the Supreme Court ~~forthwith shall~~ will notify the Clerk of the Court of Appeals and ~~counsel of record.~~

10 (b)(2) ~~If the record has not previously been filed, the Clerk of the Supreme Court shall request the~~  
 11 ~~clerk of the court with custody of the record to certify it and transmit it to the Supreme Court.~~

12 (b)(3) ~~The clerk shall file the record~~ the parties and give notice to the parties of the date ~~on which~~  
 13 ~~it was filed and the date on which~~ petitioner's brief is due.

14 (b)(4) ~~(b)(2)~~ If the petition is granted, Rules 24, through 31 shall 25, 26 and 27 govern briefs,  
 15 argument, and disposition of the petition for writ of certiorari. Rule 29 governs oral argument. Rule 30  
 16 governs the decision of the Supreme Court. In applying Rules 24 through ~~31~~ 30, the petitioner ~~shall~~  
 17 stands in the place of the appellant and the respondent in the place of the appellee. ~~In lieu~~ Instead of  
 18 providing the citation or statements required by Rules 24(a)(5)(A) and (B), the statement of the issues  
 19 presented for review as required by Rule 24(a)(5) ~~shall~~ must include, for each issue, a statement and  
 20 citation showing that the issue was ~~presented~~ fairly included in the order granting the petition for  
 21 certiorari or fairly included therein.

22 **(c) Denial of petition.** ~~Whenever~~ When a petition for a writ of certiorari is denied, ~~an order to that~~  
 23 ~~effect will be entered, and~~ the Clerk of the Supreme Court ~~forthwith~~ will notify the Court of Appeals and  
 24 ~~counsel of record~~ the parties.

25

1 **Rule 53. Notice of appeal in child welfare appeals.**

2 **(a) Filing and contents.** A notice of appeal filed pursuant to Rule [52\(a\)](#) must be filed with the clerk of  
3 the juvenile court where the order was entered. The notice ~~shall~~must specify the ~~party or parties taking~~  
4 ~~the appeal;~~ appellant and designate the judgment or order, or part thereof, appealed from; ~~shall~~  
5 ~~designate the court from which the appeal is taken;~~ and ~~shall designate the court to which the appeal is~~  
6 ~~taken.~~ The notice of appeal ~~shall~~must substantially comply with the notice of appeal form that  
7 accompanies these rules.

8 **(b) Signature or Diligent Search.** The notice of appeal must be signed by appellant’s counsel and  
9 by appellant, unless the appellant is a minor child or state agency. Counsel filing a notice of appeal  
10 without appellant’s signature ~~shall~~must contemporaneously file, with the clerk of the juvenile court, a  
11 certification that substantially complies with the Counsel’s Certification of Diligent Search form that  
12 accompanies these rules. An amended notice of appeal adding appellant’s signature ~~shall~~must be filed  
13 within 15 days of the filing of the notice of appeal or the appeal ~~shall~~will be dismissed.

14 **(c) Service.** The appellant shall serve a copy of the notice on counsel of record of each party,  
15 including the Guardian ad Litem, or, if the party is not represented by counsel, then on the party ~~at the~~  
16 ~~party’s last known address,~~ in the manner prescribed in ~~Rule 3(e) Rule of Civil Procedure 5.~~ Promptly  
17 ~~after filing the notice of appeal with the clerk of the juvenile court, the appellant shall mail or deliver an~~  
18 ~~informational copy of such notice to the clerk of the Court of Appeals.~~

19 **Advisory Committee Note**

20 As provided in Rule 21, the appellant may sign the notice of appeal by any means recognized by law.  
21 This includes an electronic signature within the definition of Utah Code Section 46-4-102.

22

1       **Rule 54. Transcript of proceedings in child welfare appeals.**

2       **(a) Duty of appellant to request transcript.** Within 4-7 days after filing the notice of appeal, the  
3 appellant shall ~~file with the clerk of the appellate court a written request for transcript, specifying the entire~~  
4 ~~proceeding or parts of the proceeding to be transcribed that are not already on file. Within the same~~  
5 ~~period, the appellant shall file a copy with the clerk of the juvenile court and serve the parties must order~~  
6 ~~online at [www.utcourts.gov](http://www.utcourts.gov) a transcript of the entire proceeding or desired parts of the proceeding or file a~~  
7 ~~certificate that no parts of the proceeding need to be transcribed. The appellant must serve on the other~~  
8 ~~parties, including the Guardian ad Litem, a designation of the parts of the proceeding to be transcribed or~~  
9 ~~the certificate that no parts of the proceeding need to be transcribed.~~

10       **(b) Transcript of all evidence regarding challenged finding.** If appellant intends to urge on appeal  
11 that a finding or conclusion is unsupported by or is contrary to the evidence, the appellant must include in  
12 the record a transcript of all evidence relevant to ~~such the~~ finding or conclusion. Neither the court nor the  
13 appellee is obligated to correct appellant's deficiencies in providing the relevant portions of the transcript.

14       **(c) ~~Notice that no transcript needed.~~** ~~If no parts of the proceeding need to be transcribed, within~~  
15 ~~four days after filing the notice of appeal, the appellant shall file a notice to that effect with the clerk of the~~  
16 ~~Court of Appeals and a copy with the clerk of the juvenile court.~~

17       **(c) Cross-designation by other parties.** If the appellant does not order the entire transcript, any  
18 other party, including the Guardian ad Litem, may, within 7 days after the filing of the designation or  
19 certificate described in paragraph (a), order additional parts of the proceeding to be transcribed.

20

1 **Rule 55. ~~on~~ in child welfare appeals.**

2 **(a) Filing; dismissal for failure to timely file.** The appellant ~~shall~~ must file the petition on appeal  
 3 ~~with the clerk of the Court of Appeals an original and four copies of the petition on appeal. The petition on~~  
 4 ~~appeal must be filed with the appellate clerk~~ within 15 days from the filing of the notice of appeal or the  
 5 amended notice of appeal. If the petition on appeal is not timely filed, the appeal ~~shall~~ will be dismissed. It  
 6 ~~shall~~ must be accompanied by proof of service. ~~The~~ If the petition shall be is delivered by first-class mail,  
 7 it is deemed filed on the date of the postmark ~~if first-class mail is utilized.~~ The appellant ~~shall~~ must serve a  
 8 copy on counsel of record of each party, including the Guardian ad Litem, or, if the party is not  
 9 represented by counsel, then on the party ~~at the party's last known address,~~ in the manner prescribed in  
 10 Rule 21(c).

11 **(b) Preparation by trial counsel.** The petition on appeal ~~shall~~ must be prepared by appellant's trial  
 12 counsel. Trial counsel may ~~only~~ be relieved of this obligation by the juvenile court only upon a showing of  
 13 extraordinary circumstances. Claims of ineffective assistance of counsel do not constitute extraordinary  
 14 circumstances but should be raised by trial counsel in the petition on appeal.

15 **(c) Format.** ~~All~~ The petitions on appeal ~~shall~~ must comply with Rule 27 and substantially comply with  
 16 the Petition on Appeal form that accompanies these rules. The petition ~~shall~~ may not exceed 15 pages,  
 17 excluding the attachments required by ~~Rule 55(d)(6) paragraph (d)(7).~~ The petition shall be typewritten,  
 18 ~~printed or prepared by photocopying or other duplicating or copying process that will produce clear, black~~  
 19 ~~and permanent copies equally legible to printing, on opaque, unglazed paper 8 ½ inches wide and 11~~  
 20 ~~inches long. Paper may be recycled paper, with or without deinking. The printing must be double spaced,~~  
 21 ~~except for matter customarily single spaced and indented. Margins shall be at least one inch on the top,~~  
 22 ~~bottom and sides of each page. Page numbers may appear in the margins. Either a proportionally spaced~~  
 23 ~~or monospaced typeface in a plain, roman style may be used. A proportionally spaced typeface must be~~  
 24 ~~13 point or larger for both text and footnotes. Examples are CG Times, Times New Roman, New Century,~~  
 25 ~~Bookman and Garamond. A monospaced typeface may not contain more than ten characters per inch for~~  
 26 ~~both text and footnotes. Examples are Pica and Courier.~~

27 **(d) Contents.** The petition on appeal ~~shall~~ must include all of the following elements:

28 (d)(1) A statement of the nature of the case and the relief sought.

29 (d)(2) The entry date of the judgment or order on appeal.

30 (d)(3) The date and disposition of any post-judgment motions.

31 (d)(4) A concise statement of the material adjudicated facts as they relate to the issues presented  
 32 in the petition on appeal.

33 (d)(5) A statement of the legal issues presented for appeal, how they were preserved for appeal,  
 34 and the applicable standard of review. The issue statements should be concise in nature, setting forth  
 35 specific legal questions. General, conclusory statements, such as "the juvenile court's ruling is not  
 36 supported by law or the facts," are not acceptable.

37 (d)(6) The petition on appeal should include citations to supporting statutes, case law, and other  
38 legal authority for each issue raised, including authority contrary to appellant's case, if known.

39 (d)(7) The petition on appeal ~~shall have attached to it~~ must include a copy of or a link to:

40 (d)(7)(A) ~~a copy of~~ the order, judgment, or decree on appeal;

41 (d)(7)(B) ~~a copy of~~ any rulings on post-judgment motions.

42 **(e) Compliance with Rule 21.** Petitions made under this rule that contain information or records  
43 classified as other than public must comply with Rule 21(g).

44

1       **Rule 56. Response to petition ~~on~~in child welfare appeals.**

2       **(a) Filing.** Any appellee, including the Guardian ad Litem, may file a response to the petition on  
3 appeal. ~~An original and four copies of the response must be filed with the clerk of the Court of Appeals~~  
4 within 15 days after ~~service filing~~ of the appellant's petition on appeal. It ~~shall~~must be accompanied by  
5 proof of service. ~~The~~ If the response shall be ~~is~~ delivered by first-class mail, it is deemed filed on the date  
6 of the postmark ~~if first-class mail is utilized~~. The appellee ~~shall~~must serve a copy on counsel of record of  
7 each party, including the Guardian ad Litem, or, if the party is not represented by counsel, then on the  
8 party ~~at the party's last known address~~, in the manner prescribed in Rule 21(c).

9       **(b) Format.** A response ~~shall~~must comply with Rule 27 and substantially comply with the Response  
10 to Petition on Appeal form that accompanies these rules. The response ~~shall~~may not exceed 15 pages,  
11 excluding any attachments, ~~and shall comply with Rule 27(a) and (b), except that it may be printed or~~  
12  ~~duplicated on one side of the sheet.~~

13       **(c) Compliance with Rule 21.** Responses made under this rule that contain information or records  
14 classified as other than public must comply with Rule 21(g).

15

1        **Rule 57. Record ~~on~~in child welfare appeals; ~~transmission of record.~~**

2        ~~(a)~~ The record on appeal ~~shall~~includes the legal file, any exhibits admitted as evidence, and any  
3 transcripts.

4        ~~(b)~~ The record shall be transmitted by the juvenile court clerk to the clerk of the Court of Appeals  
5 upon completion of the transcript or, if there is no transcript, within 20 days after the filing of the notice of  
6 appeal.

7

1       **Rule 58. Ruling.**

2       ~~(a) After reviewing the petition on appeal, any response, and the record, the Court of Appeals~~  
3 ~~appellate court may rule by opinion or memorandum decision. The Court of Appeals may issue a decision~~  
4 ~~or may set schedule the case for full briefing under rule 24.13. The Court of Appeals appellate court may~~  
5 ~~order an expedited briefing schedule and specify which issues shall must be briefed. If the issue to be~~  
6 ~~briefed is ineffective assistance of counsel, the Court of Appeals appellate court may order the juvenile~~  
7 ~~court to appoint conflict counsel within 15 days for briefing and argument.~~

8       ~~(b) If the Court of Appeals affirms, reverses, or remands the juvenile court order, judgment, or decree,~~  
9 ~~further review pursuant to Rule 35 may be sought, but refusal to grant full briefing shall not be a ground~~  
10 ~~for such further review.~~

11

1       **Rule 59. Extensions of time.**

2       **(a) Extension of time to appeal.** The juvenile court, upon a showing of good cause or excusable  
3 neglect, may extend the time for filing a notice of appeal upon motion filed ~~prior to~~before the expiration of  
4 time prescribed by Rule 52. No extension ~~shall~~may exceed ~~40-14~~ days past the prescribed time or ~~40-14~~  
5 days from the date of entry of the order granting the motion, whichever occurs later.

6       **(b) Extension of time to file petition on appeal or response.** The ~~Court of Appeals~~appellate court  
7 for good cause shown may extend the time for filing a petition on appeal or a response to the petition on  
8 appeal upon motion filed ~~prior to~~before the expiration of the time for which the extension is sought. No  
9 extension ~~shall~~may exceed ~~40-14~~ days past the original due date or ~~40-14~~ days from the date of entry of  
10 the order granting the motion, whichever occurs later. The motion ~~shall~~must comply with Rule 22(b)(4).

11

1 **Rule 60. Judicial bypass appeals.**

2 **(a) Scope.** This rule applies to an appeal from an order denying or dismissing a petition filed by a  
3 minor to bypass parental consent to an abortion under Utah Code Ann. § 76-7-304.5. ~~In such appeals,~~  
4 ~~this rule supercedes and supersedes~~ the other appellate rules to the extent they may be inconsistent with  
5 this rule.

6 **(b) Jurisdictional limitation.** This rule does not permit an appeal to be taken in any circumstances in  
7 which an appeal would not be permitted by Rule 3.

8 **(c) Notice of appeal.**

9 (c)(1) A minor may appeal an order denying or dismissing a petition to bypass parental consent  
10 by filing a notice of appeal in the juvenile court within the time allowed under Rule 4. The notice of  
11 appeal ~~may be filed in person, by mail, or by fax, and must be accompanied by a copy of~~ must  
12 designate the order from which the appeal is taken. No filing fee will be charged. The clerk of the  
13 juvenile court shall immediately notify the clerk of the court of appeals that the appeal has been filed.

14 (c)(2) The notice of appeal must indicate that the appeal is being filed pursuant to this rule, but  
15 the court will apply this rule to cases within its scope whether they are so identified or not.

16 (c)(3) ~~Blank~~ Notice of appeal forms will be available at all juvenile court locations and will be  
17 ~~mailed or faxed~~ provided to a minor upon request. No fee will be charged for this ~~service~~ or other  
18 services provided to a minor in an appeal under this rule.

19 **(d) Record on appeal.** The record on appeal consists of the juvenile court file, including all papers  
20 and exhibits filed in the juvenile court, and a recording or transcript of the proceedings before the juvenile  
21 court. ~~The clerk of the court of appeals shall request the record immediately upon receiving notice that the~~  
22 ~~appeal has been filed. Upon receiving this request, the clerk of the juvenile court shall immediately~~  
23 ~~transmit the record to the court of appeals by overnight mail or in another manner that will cause it to~~  
24 ~~arrive within 48 hours after the notice of appeal is filed.~~

25 **(e) Brief Memorandum in support of the appeal.** A brief is not required. However, the minor may  
26 file a ~~typewritten~~ memorandum in support of the appeal. The memorandum ~~shall~~ must be submitted within  
27 ~~two judicial~~ 2 business days after the notice of appeal is filed.

28 **(f) Oral argument.** If ordered by the court, oral argument will be held within ~~three judicial~~ 3 business  
29 days after the notice of appeal is filed. The court of appeals clerk will immediately notify the minor of the  
30 date and time for oral argument. Upon request, the minor will be allowed to participate ~~telephonically~~ by  
31 contemporaneous transmission from a different location at court system expense.

32 **(g) Disposition.** The court ~~shall~~ will enter an order stating its decision immediately after oral  
33 argument or, if oral argument is not held, within ~~three judicial~~ 3 business days after the date the notice of  
34 appeal is filed. The clerk ~~shall~~ will immediately notify the minor of the decision. The court may issue an  
35 opinion explaining the decision at any time following entry of the order. The opinion ~~shall~~ will be written to  
36 ensure the confidentiality of the minor.

37       **(h) Confidentiality.** ~~Documents and proceedings~~ Records in an appeal under this rule are  
38 ~~confidential, safeguarded and hearings are closed.~~ Court personnel are prohibited from notifying the  
39 minor's parents, guardian, or custodian that the minor is pregnant or wants to have an abortion, or from  
40 disclosing this information to any member of the public.

41       **(i) Attorney.** If the minor is not represented by an attorney, the court ~~shall~~ will consider appointing an  
42 attorney or the Office of Guardian ad Litem to represent the minor in the appeal. If an attorney or the  
43 Office of Guardian ad Litem was appointed to represent the minor in the trial court, the appointment  
44 continues through appeal.  
45