

\_\_\_\_\_  
My Name

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

In the District Court of Utah

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

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

<p>_____ Petitioner</p> <p>v.</p> <p>_____ Respondent</p>	<p><b>Pre-trial Order</b></p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
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The matter before the court is a pre-trial conference on a Petition to Modify Child Support.

The conference was held on \_\_\_\_\_ (date).

Petitioner

- was present     was not present  
 was represented by \_\_\_\_\_  
 was not represented.

Respondent

- was present     was not present  
 was represented by \_\_\_\_\_  
 was not represented.

Office of Recovery Services

was  was not present

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

Guardian, conservator or custodian \_\_\_\_\_ (name)

was  was not present

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

was not represented.

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

**The Court Orders That:**

- (1)  The  petitioner  respondent having failed, without good cause, to appear personally or by counsel at this hearing of which there was proper notice, that party's pleadings are stricken from the record, and
- the Petition to Modify Child Support is dismissed (requesting party default).
- the  petitioner  respondent shall proceed with a default judgment (opposing party default).

- (2)  The Petition to Modify Child Support is set for trial as follows:

Start Date \_\_\_\_\_ Time \_\_\_\_\_ : \_\_\_\_\_  a.m.  p.m. End Date \_\_\_\_\_

Room \_\_\_\_\_ Judge \_\_\_\_\_

- (3) The parties must appear and bring all relevant evidence and witnesses. If a party fails to appear, an order may be entered against that party.
- (4) If a person has a disability requiring accommodation, that person should contact a judicial services representative at least 3 days before the hearing. If a party or that party's witness needs help to speak or understand English, that party must provide an interpreter.
- (5) No discovery, other than what has already been requested, is permitted. The party answering discovery must serve the answers and/or supplemental answers on the requesting party no later than \_\_\_\_\_ (date).

(6) Each party must file a Financial Declaration with its supporting documents no later than \_\_\_\_\_ (date).

(7) The parties must exchange witness lists and exhibits no later than \_\_\_\_\_ (date).

(8) The following issues are certified for trial:

- Grounds to modify
- Amount of income
- Application of the child support guidelines
- Monthly support amount
- Arrears
- Emancipation
- Child tax exemption
- Medical expenses
- Daycare expenses
- Health insurance
- Costs and attorney fees
- Other (describe) \_\_\_\_\_

(9)  The court further orders:

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\_\_\_\_\_ Sign here ► \_\_\_\_\_  
Date Recommended by Commissioner \_\_\_\_\_

\_\_\_\_\_ Sign here ► \_\_\_\_\_  
Date Approved by Judge \_\_\_\_\_

### Certificate of Service

I certify that I served a copy of this Pre-trial Order on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Petitioner or Attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Respondent or Attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Child Support Division, if applicable)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Sign here ►

\_\_\_\_\_ Date

\_\_\_\_\_ Typed or Printed Name