

1 **Rule 101. Motion practice before court commissioners.**

2 (a) **Written motion required.** An application to a court commissioner for an order ~~shall~~must be by  
3 motion which, unless made during a hearing, ~~shall~~must be made in accordance with this rule. A motion  
4 ~~shall~~must be in writing and state succinctly and with particularity the relief sought and the grounds for the  
5 relief sought. Any evidence necessary to support the moving party's position must be presented by way of  
6 one or more affidavits or declarations or other admissible evidence. The moving party may also file a  
7 supporting memorandum.

8 (b) **Time to file and serve.** The moving party ~~shall~~must file the motion and ~~attachments~~ any  
9 supporting papers with the clerk of the court and obtain a hearing date and time. The moving party ~~shall~~  
10 must serve the responding party with the motion and ~~attachments and supporting papers, together with~~  
11 notice of the hearing at least ~~14~~ 28 days before the hearing. ~~A party may file and serve with the motion a~~  
12 ~~memorandum supporting the motion.~~ If service is more than 90 days after the date of entry of the most  
13 recent appealable order, service may not be made through counsel.

14 (c) **Response; reply.** ~~The responding~~ Any other party may file a response, consisting of any  
15 responsive memorandum, affidavit(s) or declaration(s), shall file. The response must be filed and serve  
16 served on the moving party ~~with a response and attachments~~ at least ~~7~~ 14 days before the hearing. ~~A~~  
17 ~~party may file and serve with the response a memorandum opposing the motion. The moving party may~~  
18 ~~file and serve the responding party with a reply and attachments~~ at least 3 business days before the  
19 hearing. The reply is limited to responding to matters raised in the response.

20 (d) **Reply.** The moving party may file a reply, consisting of any reply memorandum, affidavit(s) or  
21 declaration(s). The reply must be filed and served on the responding party at least 7 days before the  
22 hearing. The contents of the reply must be limited to rebuttal of new matters raised in the response to the  
23 motion.

24 (e) **Counter motion.** Responding to a motion is not sufficient to grant relief to the responding party. A  
25 responding party may request affirmative relief by way of a counter motion. A counter motion need not be  
26 limited to the subject matter of the original motion. All of the provisions of this rule apply to counter  
27 motions except that a counter motion must be filed and served with the response. Any response to the  
28 counter motion must be filed and served no later than the reply to the motion. Any reply to the response  
29 to the counter motion must be filed and served at least 3 business days before the hearing. The reply  
30 must be served in a manner that will cause the reply to be actually received by the party responding to  
31 the counter motion (i.e. hand-delivery, fax or other electronic delivery as allowed by rule or agreed by the  
32 parties) at least 3 business days before the hearing. A separate notice of hearing on counter motions is  
33 not required.

34 (d) **Attachments; objection to failure to attach.**

35 (d)(1) ~~As used in this rule "attachments" includes all records, forms, information and affidavits~~  
36 ~~necessary to support the party's position. Attachments for motions~~ (f) **Necessary documentation.**  
37 Motions and responses regarding temporary orders concerning alimony shall include, child support,

38 division of debts, possession or disposition of assets, or litigation expenses, must be accompanied by  
39 verified financial declarations with documentary income verification and a financial declaration attached  
40 as exhibits, unless financial declarations and documentation are already in the court's file and remain  
41 current. Attachments for motions and responses regarding child support and child custody ~~shall~~ must also  
42 include income verification, a financial declaration and a child support worksheet. A financial declaration  
43 shall be verified.

44 ~~(d)~~(g) **No other papers.** No moving or responding papers other than those specified in this rule are  
45 permitted.

46 **(h) Exhibits; objection to failure to attach.**

47 (h)(1) Except as provided in paragraph (h)(3) of this rule, any documents such as tax returns,  
48 bank statements, receipts, photographs, correspondence, calendars, medical records, forms, or  
49 photographs must be supplied to the court as exhibits to one or more affidavits (as appropriate)  
50 establishing the necessary foundational requirements. Copies of court papers such as decrees,  
51 orders, minute entries, motions, or affidavits, already in the court's case file, may not be filed as  
52 exhibits. Court papers from cases other than that before the court, such as protective orders, prior  
53 divorce decrees, criminal orders, information or dockets, and juvenile court orders (to the extent the  
54 law does not prohibit their filing), may be submitted as exhibits.

55 (h)(2) If ~~attachments~~ papers or exhibits referred to in a motion or necessary to support the moving  
56 party's position are not served with the motion, the responding party may file and serve an objection  
57 to the defect with the response. If ~~attachments~~ papers or exhibits referred to in the response or  
58 necessary to support the responding party's position are not served with the response, the moving  
59 party may file and serve an objection to the defect with the reply. The defect ~~shall~~ must be cured  
60 within 2 business days after notice of the defect or at least ~~2~~ 3 business days before the hearing,  
61 whichever is earlier.

62 ~~(e) **Courtesy copy.** Parties shall deliver to the court commissioner a courtesy copy of all papers filed~~  
63 ~~with the clerk of the court within the time required for filing with the clerk. The courtesy copy shall state the~~  
64 ~~name of the court commissioner and the date and time of the hearing.~~

65 ~~(f)~~(h)(3) Voluminous exhibits which cannot conveniently be examined in court may not be filed as  
66 exhibits, but the contents of such documents may be presented in the form of a summary, chart or  
67 calculation under Rule 1006 of the Utah Rules of Evidence. Unless they have been previously  
68 supplied through discovery or otherwise and are readily identifiable, copies of any such voluminous  
69 documents must be supplied to the other parties at the time of the filing of the summary, chart or  
70 calculation. The originals or duplicates of the documents must be available at the hearing for  
71 examination by the parties and the commissioner. Collections of documents, such as bank  
72 statements, checks, receipts, medical records, photographs, e-mails, calendars and journal entries,  
73 that collectively exceed ten pages in length must be presented in summary form. Individual  
74 documents with specific legal significance, such as tax returns, appraisals, financial statements and

75 reports prepared by an accountant, wills, trust documents, contracts, or settlement agreements must  
 76 be submitted in their entirety.

77 (i) **Length.** Initial and responding memoranda may not exceed 10 pages of argument without leave of  
 78 the court. Reply memoranda may not exceed 5 pages of argument without leave of the court. The total  
 79 number of pages submitted to the court by each party may not exceed 25 pages, including affidavits,  
 80 attachments and summaries, but excluding financial declarations and income verification. The court  
 81 commissioner may permit the party to file an over-length memorandum upon ex parte application and  
 82 showing of good cause.

83 (j) **Late filings; sanctions.** If a party files or serves papers beyond the time required in ~~subsections~~  
 84 ~~(b) or (c), this rule,~~ the court commissioner may hold or continue the hearing, reject the papers, impose  
 85 costs and attorney fees caused by the failure and by the continuance, and impose other sanctions as  
 86 appropriate.

87 ~~(g) **Counter motion.** Opposing a motion is not sufficient to grant relief to the responding party. An~~  
 88 ~~application for an order may be raised by counter motion. This rule applies to counter motions except that~~  
 89 ~~a counter motion shall be filed and served with the response. The response to the counter motion shall be~~  
 90 ~~filed and served no later than the reply. The reply to the response to the counter motion shall be filed and~~  
 91 ~~served at least 2 business days before the hearing. A separate notice of hearing on counter motions is~~  
 92 ~~not required.~~

93 ~~(h) **Limit on hearing.** The court commissioner shall not hold a hearing on a motion before the~~  
 94 ~~deadline for an appearance by the respondent under Rule 12.~~

95 ~~(j)(k) **Limit on order to show cause.** An application to the court for an order to show cause shall may~~  
 96 ~~be made only for enforcement of an existing order or for sanctions for violating an existing order. An~~  
 97 ~~application for an order to show cause must be supported by affidavit or other evidence sufficient to show~~  
 98 ~~cause to believe a party has violated a court order.~~

99 ~~(j)(l) **Hearings.**~~

100 ~~(l)(1) The court commissioner may not hold a hearing on a motion for temporary orders before the~~  
 101 ~~deadline for an appearance by the respondent under Rule 12.~~

102 ~~(l)(2) Unless the court commissioner specifically requires otherwise, when the statement of a~~  
 103 ~~person is set forth in an affidavit, declaration or other document accepted by the commissioner, that~~  
 104 ~~person need not be present at the hearing. The statements of any person not set forth in an affidavit,~~  
 105 ~~declaration or other acceptable document may not be presented by proffer unless the person is~~  
 106 ~~present at the hearing and the commissioner finds that fairness requires its admission.~~

107 ~~(m) **Motions to judge.** The following motions shall must be to the judge to whom the case is~~  
 108 ~~assigned: motion for alternative service; motion to waive 90-day waiting period; motion to waive divorce~~  
 109 ~~education class; motion for leave to withdraw after a case has been certified as ready for trial; and~~  
 110 ~~motions in limine. A court may provide that other motions be to considered by the judge.~~

111 (n) **Objection to court commissioner's recommendation.** A recommendation of a court  
112 commissioner is the order of the court until modified by the court. A party may object to the  
113 recommendation by filing an objection under Rule 108.

114 **Committee Notes**

115 ~~The 2014 amendments changed the deadline in paragraph (c) from 5 business days to 7 days as part~~  
116 ~~of the adoption of the federal "days-are-days" approach to calculating time. That is, intervening weekends~~  
117 ~~and holidays are included in the calculation even for relatively short periods of time. The amendments~~  
118 ~~also deleted "calendar" from paragraph (b), but the application of the 2014 reenactment of Rule 6 yields~~  
119 ~~the same result. However, the amendments did not change the deadlines of two and three business days~~  
120 ~~in paragraphs (c), (d) and (g). These remain exceptions to the general approach.~~