

Date _____

UTAH SUPREME COURT/UTAH COURT OF APPEALS

Case No. _____

CHECKLIST FOR APPELLANT'S REPLY BRIEFS

_____ **RECORD HAS BEEN RETURNED-** Rule 26(d)

_____ **TIMELY FILING OF BRIEFS-** Rule 26(a)

If a brief is untimely, a motion under **Rule 22** will be mandatory for permission to file a late brief.

_____ **CORRECT NUMBER OF COPIES-** Rule 26(b)

1. Supreme Court: **10** copies, one containing original signature
2. Court of Appeals: **6** copies, one containing original signature

_____ **LENGTH-** Rule 24(g)(1)

Appellant's Reply Brief: 7,000 words or less or 15 pages (if no compliance)

Appellant/Cross-Appellee Response: 14,000 words or less or 30 pages (if no compliance)

Appellee/Cross-Appellant Reply: 7,000 words or less or 15 pages (if no compliance)

_____ **SIZE AND BINDING** ****Must be secured with a binder clip. Briefs must not be staples or bound along the left edge****

_____ **PRINTING REQUIREMENTS-** Rule 27

1. Proportionally spaced typeface must be **13**-point or larger for both text and footnotes: mono-spaced typeface may not contain more than **10** characters per inch.
2. Print on both sides of the page.
3. Double-spaced: **1½** spacing is unacceptable.
4. **1"** margin on all sides

_____ **COVER REQUIREMENTS-** Rule 27(c)&(e)

1. Color: **Gray**
2. Name of counsel and parties represented
 - a. Counsel filing brief on **lower right**
 - b. Opposing counsel on lower left

_____ **CONTENT REQUIREMENTS - IN ORDER STATED-** Rule 24

_____ Table of Contents with page references

_____ Table of Authorities

_____ Argument

_____ Conclusion

_____ Signature of counsel of record or party if pro se - Rule 21

_____ Proof of Service - Rule 21

_____ Certificate of Compliance (complies with number of pages or words & rule 21) - Rule 24(a)(11)

_____ PDF version of Brief