

Utah District Court Cover Sheet for All Civil Actions Except Probate Cases

Interpretation. If you do not speak or understand English, the court will provide an interpreter. Contact court staff immediately to ask for an interpreter.

Interpretación. Si usted no habla ni entiende el Inglés el tribunal le proveerá un intérprete. Contacte a un empleado del tribunal inmediatamente para pedir un intérprete.

Plaintiff/Petitioner (First)

Name _____
 Address _____
 City, State, Zip _____
 Phone _____ Email _____

First Plaintiff/Petitioner's Attorney or Licensed Paralegal Practitioner*

Name _____
 Bar Number _____

Plaintiff/Petitioner (Second)

Name _____
 Address _____
 City, State, Zip _____
 Phone _____ Email _____

Second Plaintiff/Petitioner's Attorney or Licensed Paralegal Practitioner*

Name _____
 Bar Number _____

Defendant/Respondent (First)

Name _____
 Address _____
 City, State, Zip _____
 Phone _____ Email _____

First Defendant/Respondent's Attorney or Licensed Paralegal Practitioner*

Name _____
 Bar Number _____

Defendant/Respondent (Second)

Name _____
 Address _____
 City, State, Zip _____
 Phone _____ Email _____

Second Defendant/Respondent's Attorney or Licensed Paralegal Practitioner*

Name _____
 Bar Number _____

*Attorney or LPP addresses provided by Utah State Bar.

Total Claim for Damages \$ _____ **Jury Demand** [] Yes [] No \$250 [] Jury Demand

Schedule of Fees: §78A-2-301 (Choose all that apply. See Page 2 for fees for claims other than claims for damages.)

CHOOSE ONE:

- [] No monetary damages are requested (URCP 26: Tier 2)
- [] Damages requested are \$50,000 or less (URCP 26: Tier 1)
- [] Damages requested are more than \$50,000 and less than \$300,000 (URCP 26: Tier 2)
- [] Damages requested are \$300,000 or more (URCP 26: Tier 3)
- [] Damages are unspecified.
Circle one: Tier 1 Tier 2 Tier 3
- [] This case is exempt from URCP 26. (E)

— MOTION TO RENEW JUDGMENT —
 \$45 [] Damages \$2000 or less

- \$100 [] Damages \$2001 - \$9,999
- \$187.50 [] Damages \$10,000 & over
- COMPLAINT OR INTERPLEADER —**
- \$90 [] Damages \$2000 or less
- \$200 [] Damages \$2001 - \$9999
- \$375 [] Damages \$10,000 & over
- \$375 [] Damages Unspecified
- COUNTERCLAIM, CROSS CLAIM, THIRD PARTY CLAIM, OR INTERVENTION —**
- \$55 [] Damages \$2000 or less
- \$165 [] Damages \$2001 - \$9999
- \$170 [] Damages \$10,000 & over

Choose One

Fee Case Type
 ----- **APPEALS** -----

- \$375 [] Administrative Agency Review
- Sch [] Tax Court (Appeal of Tax Commission Decision)
 Court: Refer to Clerk of Court upon filing.
- \$225 [] Civil (78A-2-301(1)(h)) (E)
- \$225 [] Small Claims Trial De Novo (E)

----- **GENERAL CIVIL** -----

- Sch [] Civil Rights
- \$0 [] Civil Stalking (E)
- \$375 [] Condemnation/Eminent Domain
- Sch [] Contracts
- Sch [] Contract: Employment Discrimination
- Sch [] Contract: Fraud
- Sch [] Debt Collection
- \$375 [] Essential Treatment Intervention (62A-15-1203)
- Sch [] Eviction/Forcible Entry and Detainer (E)
- \$375 [] Extraordinary Relief/Writs
- \$375 [] Forfeiture of Property (E)
- Sch [] Interpleader
- Sch [] Lien/Mortgage Foreclosure
- Sch [] Miscellaneous Civil
- \$375 [] Post Conviction Relief: Capital (E)
- \$375 [] Post Conviction Relief: Non-capital (E)
- Sch [] Property Rights
- \$375 [] Registry Removal (Gun/White Collar)
- Sch [] Sexual Harassment
- Sch [] Water Rights
- \$375 [] Wrongful Lien
- Sch [] Wrongful Termination

----- **TORTS** -----

- Sch [] Automobile Tort
- Sch [] Intentional Tort
- Sch [] Malpractice-Medical Tort
- Sch [] Malpractice-Legal Tort; Other
- Sch [] Premises Liability
- Sch [] Asbestos
- Sch [] Product Liability (NOT Asbestos)
- Sch [] Slander/Libel/Defamation

----- **DOMESTIC RELATIONS** -----

- \$0 [] Protective Orders (E)
- \$325 [] Marriage Adjudication (T2)
- \$325 [] Custody/Visitation/Support (T2)
- \$325 [] Divorce/Annulment (T2)
- [] Check if child support, custody or parent-time will be part of decree
- [] Check if Temporary Separation filed

Fee Case Type

- \$8 [] Vital Statistics §26-2-25 per form
- \$130 [] Counterclaim: Divorce/Separate Maintenance
- \$130 [] Counterclaim: Custody/Visit/Support
- \$170 [] Counterclaim: Paternity/Grandparent Visitation
- \$100 [] Domestic Modification (T2)
- \$100 [] Counter-petition: Domestic Modification
- \$375 [] Grandparent Visitation (T2)
- \$375 [] Paternity/Parentage (T2)
- \$325 [] Separate Maintenance (T2)
- \$35 [] Temporary Separation (E)
- \$35 [] Uniform Child Custody Jurisdiction & Enforcement Act (UCCJEA) (E)
- \$35 [] Uniform Interstate Family Support Act (UIFSA) (E)

----- **JUDGMENTS** -----

- \$35 [] Foreign Judgment (Abstract of) (E)
- \$375 [] Foreign Country Judgment (E)
- \$50 [] Abstract of Judgment/Order of Utah Court/Agency (E)
- \$30 [] Abstract of Judgment/Order of Utah State Tax Commission (E)
- \$35 [] Judgment by Confession (E)

----- **PROBATE** -----

Use the **Utah District Court Cover Sheet for Probate Actions for the following:**

Adoptions/foreign adoptions; conservatorships; estate personal rep; foreign probate; gestational agreements; guardianships; minor's settlements; name changes; supervised administration cases; trusts; other probate actions

----- **SPECIAL MATTERS** -----

- \$35 [] Arbitration Award (E)
- \$0 [] Determination Competency-Criminal (E)
- \$150 [] Expungement Petition (E)
- \$0 [] Hospital Lien (E)
- \$35 [] Judicial Approval of Document: Not Part of Pending Case (E)
- \$35 [] Notice of Deposition in Out-of-State Case/Foreign Subpoena (E)
- \$35 [] Open Sealed Record (E)
- \$50 [] Petition for Adjudication of Priority to Funds on Trustee's Sale

----- **OCAP** -----

- (Utah Code §78A-2-501)
- \$20 [] Documents prepared using Online Court Assistance Program (OCAP)

- (2) The district court of this judicial district is permitted to issue a Utah Subpoena because this is the district in which discovery is sought to be conducted.
- (3) The court in which this action is pending is a court of record in _____, a state that has enacted the Uniform Interstate Depositions and Discovery Act or provisions substantially similar to the uniform act.
- (4) The foreign Subpoena requires the person named to: (check at least one)
- Attend and give testimony at a deposition
 - Produce and permit inspection and copying of designated books, documents, records, electronically stored information, or tangible things in the possession, custody, or control of the person
 - Permit inspection of premises under the control of the person.
- (5) The foreign Subpoena is attached to this Application.
- (6) The names, addresses and telephone numbers of all attorneys of record and of any self-represented party are attached to this Application.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

Date

Signature ► _____

Printed Name _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Application for Subpoena under the Utah Uniform Interstate Depositions and Discovery Act on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

_____ Signature ► _____
 Date Printed Name _____

Name

Address

City, State, Zip

Phone

Email

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

I am Plaintiff/Petitioner Defendant/Respondent
 Plaintiff/Petitioner's Attorney Defendant/Respondent's Attorney (Utah Bar #: _____)

In the District Juvenile Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

	Subpoena
_____ Plaintiff/Petitioner	_____ Case Number
V.	_____ Judge
_____ Defendant/Respondent	_____ Commissioner

Instructions:

- The following records and forms must be attached to this Subpoena and served with it.
 - Notice to Persons Served with a Subpoena.
 - Objection to Subpoena.
 - Declaration of Compliance with Subpoena.
 - Witness fee.
 - Application for Subpoena under the Utah Uniform Interstate Depositions and Discovery Act with attachments (for cases from states in which the Uniform Act applies).
 - Notice of Deposition and Request for Subpoena in Case Pending Out of State (for cases from states in which the Uniform Act does not apply).
 - A statement describing the matters on which examination is requested (if the conditions of Paragraph (5) are met).
- Serve all of these documents by one of the methods described in Utah Rule of Civil Procedure 4(d).

To:

Name and Address

Name and Address

1. You must appear at:

Courthouse Address (Dirección del tribunal):

Date (Fecha): _____ Time (Hora): _____ a.m. p.m.

Room (Sala): _____

Judge or Commissioner (Juez o Comisionado): _____

To: (Choose all that apply.)

testify at a trial or hearing.

Interpretation. If you do not speak or understand English, the court will provide an interpreter. Contact court staff immediately to ask for an interpreter.

Interpretación. Si usted no habla ni entiende el Inglés el tribunal le proveeré un intérprete. Contacte a un empleado del tribunal inmediatamente para pedir un intérprete.

ADA Accommodation. If you need an accommodation, including an ASL interpreter, contact court staff immediately to ask for an accommodation.

Adaptación o Arreglo en Caso de Discapacidad. Si usted requiere una adaptación o arreglo, que incluye un intérprete de la lengua de signos americana, contacte a un empleado del tribunal inmediatamente para pedir una adaptación.

testify at a deposition.

permit inspection of the premises.

produce the following documents or tangible things:

2. You must copy the following documents and to mail or deliver the copies to the person at the address at the top of the first page of this Subpoena. You must comply no later than _____. (date)

-
-
3. Notice to Persons Served with a Subpoena must be served with this Subpoena. The Notice explains your rights and obligations. If you are commanded to appear at a trial, hearing or deposition, a one-day witness fee must be served with this Subpoena. A one-day witness fee is \$18.50 plus \$1.00 for each 4 miles you have to travel over 50 miles (one direction).
 4. You may object to this Subpoena for any of the reasons listed in paragraph 6 of the Notice by serving a written objection upon the person listed at the top of the first page of this Subpoena. You must comply with any part of the Subpoena to which you do not object.
 5. This subpoena is being served on a corporation, partnership, association or governmental agency, and the attached statement describes the matters on which examination is requested. Under URCP 30, you are required to designate one or more persons who will testify on your behalf. You may set forth, for each person designated, the matters on which the person will testify. Those persons must testify to matters known or reasonably available to the organization. (Attach a statement describing the matters on which examination is requested.)
 6. * This Subpoena incorporates by reference all of the terms of the attached Subpoena issued by the state of _____ . The terms of the foreign Subpoena are as applicable as if entered by this court.

	Signature ►	
Date	Printed name	
	* Court Clerk <input type="checkbox"/>	
	* Attorney for the Plaintiff/Petitioner <input type="checkbox"/>	
	* Attorney for the Defendant/Respondent <input type="checkbox"/>	

* Under the Utah Uniform Interstate Depositions and Discovery Act, Utah Code Section 78B-17-201, only the court clerk may issue a Utah Subpoena based on a Subpoena from another state.

Notice to Persons Served with a Subpoena

1. **Rights and responsibilities in general.** A subpoena is a court order whether it is issued by the court clerk or by an attorney as an officer of the court. You must comply or file an objection, or you may face penalties for contempt of court. If you are commanded to produce documents or tangible things, the subpoena must be served on you at least 14 days before the date designated for compliance. If you are commanded to appear at a trial, hearing, deposition, or other place, a one-day witness fee must be served with this subpoena. A one-day witness fee is \$18.50 plus \$1.00 for each 4 miles you have to travel over 50 miles (one direction). When the subpoena is issued on behalf of the United States or Utah, fees and mileage need not be tendered. The witness fee for each subsequent day is \$49.00 plus \$1.00 for each 4 miles you have to travel over 50 miles (one direction).
2. **Subpoena to copy and mail documents.** If the subpoena commands you to copy documents and mail the copies to the attorney or party issuing the subpoena, you must organize the copies as you keep them in the ordinary course of business or organize and label them to correspond with the categories in the subpoena. The party issuing the subpoena must pay the reasonable cost of copying the documents. You must mail with the copies a Declaration of Compliance with Subpoena stating in substance:
 - A. that you have knowledge of the facts contained in the declaration;
 - B. that the documents produced are a full and complete response to the subpoena;
 - C. that originals or true copies of the original documents have been produced; and
 - D. the reasonable cost of copying the documents.A Declaration of Compliance with Subpoena form is part of this Notice; you may need to modify it to fit your circumstances.
3. **Subpoena to appear.** If the subpoena commands you to appear at a trial, hearing, deposition, or for inspection of premises, you must appear at the date, time, and place designated in the subpoena. The trial or hearing will be at the courthouse in which the case is pending. For a deposition or inspection of premises, you can be commanded to appear in only the following counties:
 - A. If you are a resident of Utah, the subpoena may command you to appear or to produce documents, electronic records or tangible things or to permit inspection of premises in the county:

in which you reside;
in which you are employed;
in which you transact business in person; or
in which the court orders.

B. If you are not a resident of Utah, the subpoena may command you to appear or to produce documents, electronic records or tangible things or to permit inspection of premises in the county:

in which you are served with the subpoena; or
in which the court orders.

4. Subpoena to permit inspection of premises. If the subpoena commands you to appear and to permit the inspection of premises, you must appear at the date, time, and place designated in the subpoena and do what is necessary to permit the premises to be inspected.

5. Subpoena to produce documents or tangible things. If the subpoena commands you to produce documents or tangible things, you must produce the documents or tangible things as you keep them in the ordinary course of business or organize and label them to correspond with the categories in the subpoena. The subpoena may require you to produce the documents at the trial, hearing, or deposition or to mail them to the issuing party or attorney. The party issuing the subpoena must pay the reasonable cost of copying and producing the documents or tangible things. You must produce with the documents or tangible things a Declaration of Compliance with Subpoena stating in substance:

- A. that you have knowledge of the facts contained in the declaration;
- B. that the documents produced are a full and complete response to the subpoena;
- C. that originals or true copies of the original documents have been produced; and
- D. the reasonable cost of copying the documents.

A Declaration of Compliance with Subpoena form is part of this Notice; you may need to modify it to fit your circumstances.

6. Objection to a subpoena. You must comply with those parts of the subpoena to which you do not object. You may object to all or part of the subpoena if it:

- A. fails to allow you a reasonable time for compliance (If you are commanded to produce documents or tangible things, the subpoena must be served on you at least 14 days before the date designated for compliance.);

- B. requires you, as a resident of Utah, to appear at a deposition or to produce documents, electronic records or tangible things or to permit inspection of premises in a county in which you do not reside, are not employed, or do not transact business in person, unless the judge orders otherwise;
 - C. requires you, as a non-resident of Utah, to appear at a deposition or to produce documents, electronic records or tangible things or to permit inspection of premises in a county other than the county in which you were served, unless the judge orders otherwise;
 - D. requires you to disclose privileged or other protected matter and no exception or waiver applies;
 - E. requires you to disclose a trade secret or other confidential research, development, or commercial information;
 - F. subjects you to an undue burden; or
 - G. requires you to disclose an unretained expert's opinion or information not describing specific events or occurrences in dispute and resulting from the expert's study that was not made at the request of a party.
7. **How to object.** To object to the subpoena, serve the Objection to Subpoena on the party or attorney issuing the subpoena. The name and address of that person should appear in the upper left corner of the subpoena. You must do this before the date for compliance. An Objection to Subpoena form is part of this Notice; you may need to modify it to fit your circumstances. Once you have filed the objection, do not comply with the subpoena unless ordered to do so by the court.
8. **Motion to compel.** After you make a timely written objection, the party or attorney issuing the subpoena might serve you with a motion for an order to compel you to comply and notice of a court hearing. That motion will be reviewed by a judge. You have the right to file a response to the motion, to attend the hearing, and to be heard. You have the right to be represented by a lawyer. If the judge grants the motion, you may ask the judge to impose conditions to protect you.
9. **Organizations.** An organization that is not a party to the suit and is subpoenaed to appear at a deposition must designate one or more persons to testify on its behalf. The organization may set forth the matters on which each person will testify. [URCP 30\(b\)\(6\)](#).

Name

Address

City, State, Zip

Phone

Email

In the District Justice Juvenile Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner</p> <p>V.</p> <p>_____ Defendant/Respondent</p>	<p>Objection to Subpoena</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
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Instructions: URCP 45 limits the grounds for an objection. For each of the grounds other than (2) or (3) please provide a full explanation. Attach additional sheets as necessary.

I have been served with a subpoena in this case, and I object because the subpoena:

1. Fails to allow me a reasonable time in which to comply.

2. Requires me, a resident of Utah, to:

- appear at a deposition;
- produce documents, electronic records or tangible things; or
- permit inspection of premises

in a county in which I do not reside, am not employed, and do not transact business in person.

3. Requires me, a non-resident of Utah, to:
- appear at a deposition;
 - produce documents, electronic records or tangible things; or
 - permit inspection of premises

in a county other than the county in which I was served.

4. Requires me to disclose privileged or other protected matter and no exception or waiver applies. (If you object to the subpoena for these grounds, you must describe the nature of the document or thing with sufficient specificity to enable the party or attorney to contest your objection.)

5. Requires me to disclose a trade secret or other confidential research, development, or commercial information. (If you object to the subpoena for these grounds, you must describe the nature of the document or thing with sufficient specificity to enable the party or attorney to contest your objection.)

6. Subjects me to an undue burden.

7. Requires me to disclose an unretained expert's opinion or information not describing specific events or occurrences in dispute and resulting from the expert's study that was not made at the request of a party.

8. Other.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

_____	Signature ►	_____
Date	Printed Name	
	Person subject to subpoena []	
	Attorney for person subject to subpoena []	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Objection to Subpoena on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

_____ Signature ► _____
 Date Printed Name _____

Name

Address

City, State, Zip

Phone

Email

In the [] District [] Justice [] Juvenile Court of Utah
_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner V. _____ Defendant/Respondent</p>	<p>Declaration of Compliance with Subpoena</p> <p>_____ Case Number _____ Judge _____ Commissioner</p>
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1. I have knowledge of the facts contained in this declaration.
2. The documents or tangible things copied or produced are a full and complete response to the subpoena.
3. The documents or tangible things are
[] the originals.
[] copies that are true copies of the originals.
4. The reasonable cost of copying or producing the documents or tangible things is \$_____.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

Date

Signature ► _____
Printed Name
Custodian of the records []
Attorney for the custodian of the records [] _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Declaration of Compliance with Subpoena on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

_____ Signature ► _____
 Date Printed Name _____