

Quick-reference for Utah Information Regarding DocKeting Differences

- **Attorneys will not be allowed to file the following documents electronically:**

All sealed documents

- Motion to Intervene, Motion to File Amicus Brief add parties. Since attorneys are not allowed to add parties you may do one of the following:

Email the document, that adds a party, and the clerk's office will add the party. Email to: utdecf_clerk@utd.uscourts.gov

or
Call and ask to speak to the judge's docket clerk to add the party. Call: 801-524-6100

Once the clerk's office has added the party(s), counsel may then E-File their Notice of Appearance and the appropriate document.

- The district court will not have a corresponding responsibility regarding the requirement in the District of Utah Bankruptcy Court which states: "Each document filed electronically should indicate that it has been electronically filed, and it must include a caption in compliance with Local Rule 9004-1(a)."
- Attorneys will not be allowed to maintain their own accounts. The attorneys will maintain a current address, including email with the court at all times. Attorneys should submit an Attorney Change of Address Form.
- Attorneys filing unsealed Returns on Subpoenas should use "Return of Service." Attorneys filing Sealed Returns on Subpoenas will file paper. It will be docketed as a Sealed Document.
- Attorneys will continue to receive notice, even if the party(s) they represent has been terminated in a pending case. Attorneys must file a "Notice to be Removed From Service List" requesting they be removed from the Service List. Attorneys are notified that they will no longer receive notice from the court, including the final judgment.
- To file a "Motion for Reconsideration" in criminal cases, file a "Motion for Review of Detention"
- For a civil "Motion to Reconsider" a District Judge's ruling, file an Interlocutory Appeal.
- For a civil "Motion to Reconsider" a Magistrate Judge's ruling, file appeal document "Objection to Magistrate Judge's Decision to District Court."
- To file a Motion to Seal that should itself be sealed, file an Ex Parte Sealed Motion in paper.

- You may be more familiar with the original name of these events, however in the District of Utah, we have changed the name to the following:

CIVIL	
Original Name	District of Utah
Application for Writ	Petition for Writ
Deposit of "Sequestered" Funds	Deposit of Registry Funds
Memorandum Opinion	Memorandum Decision
Order of Distribution of Funds	Order of Disbursement of Funds
Reply to Response to Motion	Reply Memorandum/Reply to Response to Motion
Request for Trial de Novo	Demand for Trial de Novo
Response in Opposition	Memorandum in Opposition to Motion
Response in Support	Memorandum in Support of Motion
Subsequent Appeal	Amended Notice of Appeal
Suggestion of Bankruptcy	Notice of Filing Bankruptcy
Trial Management Order	Trial Order
CRIMINAL	
Original Name	District of Utah
Response in Opposition	Memorandum in Opposition
Response in Support	Memorandum in Support
Memorandum Opinion	Memorandum Decision
Scheduling Order	Pretrial Order
Information to Establish Prior Conviction	Notice of Sentencing Enhancement
Order of Detention	Order of Temporary Detention Order of Detention Pending Trial
Transmission of Notice of Appeal and docket sheet to USCA	Transmission of Preliminary Record to USCA
Application for Writ of Habeas Corpus ad Prosequendum	Motion for Writ Habeas of Corpus ad Prosequendum
Application for Writ of Habeas Corpus ad Testificandum	Motion for Writ Habeas of Corpus ad Testificandum
Plea Agreement	Statement in Advance of Plea
Subsequent Notice of Appeal	Amended Notice of Appeal - Final Judgment
Waiver of Rule 40 Hearings	Waiver of Rule 5(c)(3) Hearing

- In general, Utah uses Petitions rather than Applications