

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: **8** 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