

**Formal Hearing Recording Request
and Notice to Non-requesting Party**

Case name	Tax Commission appeal number(s)
Formal hearing date(s)	Requesting party
Name of person making request	Title

The signer of this form is either a party to the Utah State Tax Commission appeal identified above or an authorized representative of a party to the appeal. The signer requests a copy of the recording of a recorded hearing and makes the following statement:

I, the undersigned, agree to the following terms:

1. I will not disclose any part of the recording to anyone other than the parties, attorneys, paralegals, experts, consultants, or support staff assisting a party in the appeal until the Commission issues its final formal hearing decision and then subject to the restrictions below. I further agree to use my best efforts to ensure that none of the party's representatives disclose any part of the recording.
2. I will not release any information protected by Utah law including, but not limited to, UCA §§ 59-1-403, 59-1-404 and 63G-2-305, and Rules R861-1A-12 and R861-1A-37, as well as any protective order(s) issued in the appeal, except for filing documents in the appeal or any district or appellate court cases arising from appeals of the appeal.
3. I acknowledge that after the Tax Commission has issued its formal hearing decision in a property tax matter the parties have 30 days to identify commercial information that should be redacted from the decision. I understand that requests for recordings after redaction may be used more broadly, but only if identified commercial information is not disclosed and the other protections of confidential information under Utah law are followed.
4. I will release the Tax Commission and its employees and attorneys from any claims that it has not properly safeguarded and protected the information in the appeal if a recipient of the recording who received a copy as a result of my recording request improperly discloses the recording in a manner not expressly authorized on this form (TC-740).
5. I confirm that a copy of this form (TC-740) was sent to the other party(ies) to this appeal and/or their authorized representative(s) pursuant to the *Certificate of Service* (below).

Notice to Non-requesting Party

To the party or parties who have not requested a release of the Recording: Be advised that another party to the appeal described above has requested a copy of the recording, subject to the conditions described in this release. You may request your own copy, subject to the same restrictions, by completing and submitting the form used for this request.

Certificate of Service

I, the requesting party, certify that on , I sent a copy of form TC-740 by email or U.S. mail to the following other party(ies) and/or their representative(s) in this appeal:

► Name of party represented:

Address:

E-mail Address:

► Name of party represented:

Address:

E-mail Address:

► Name of party represented:

Address:

E-mail Address:

Signature

Requesting party's signature	Date
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Notary

The notary section below must be completed by any individual who is not a named party or an authorized representative in the subject hearing.

State of:

§

County of:

On this

Date

 day of

Month

, in the year

Year

, before me,

Name of notary public	Name of document signer
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, personally appeared

proved to me through satisfactory evidence of identification, which was

Form of identification

, to be the person whose name is signed on the preceding or attached document in my presence.

(Notary's Official Seal)

Notary Signature



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