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## CERTIFICATION REGARDING TRANSCRIPT

I, \_\_\_\_\_ (*name of person requesting review*)  
certify that I have obtained a copy of the hearing record from the Division of  
\_\_\_\_\_ (*name of*  
*Division*), and that I ordered a transcript of this record from  
\_\_\_\_\_ (*name of business*  
*completing the transcript*) on the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_.

(Note: Pursuant to Utah Admin. Code Subsection R151-4-902(6), you must serve a copy of the request for agency review and other relevant documents, such as this Certification Regarding Transcript form, to the Division whose decision you are challenging or to the Division's counsel.)

Therefore, I expect to file the completed transcript with the Executive Director on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

I understand that I have 15 days after filing the transcript with the Executive Director to file a memorandum in support of my request for agency review. If the Division files a response, I may file a reply memorandum no later than 10 days after the service of the response. I also understand that the Executive Director might not consider any untimely filed memoranda.

\_\_\_\_\_  
Signature of Person Requesting Agency Review

\_\_\_\_\_  
Date