



# Utah County Attorney

---

**David O. Leavitt**, Utah County Attorney  
**Loren E. Weiss**, Chief Deputy  
**Chad E. Grunander**, Criminal Division Chief  
**Sandi Johnson**, Community Services Division Chief  
**Dave H. Shawcroft**, Civil Division Chief  
**Dale Eyre**, Screening Division Chief  
**Patty Johnston**, Bureau of Investigations Chief

100 East Center Street, Suite 2100  
Provo, Utah 84606  
p: 801.851.8026  
f: 801.851.8051

## **CONVICTION INTEGRITY APPLICATION INSTRUCTIONS**

The Conviction Integrity Unit (CIU) of Utah County Attorney's Office conducts extrajudicial, fact-based review of secured convictions to investigate plausible allegations of actual innocence

**Requirements:** To qualify for a conviction review by the Utah County Attorney's Office, the case and applicant must meet the following criteria:

1. The conviction must have occurred in Utah County, and the Utah County Attorney's Office must have prosecuted the case;
2. The conviction must be for a felony or misdemeanor offense;
3. The application for review must be based on credible and verifiable evidence of innocence, or new technologies that exist to test or retest remaining relevant evidence;
4. The applicant must agree to fully cooperate with the CIU, as well as agreeing to provide full disclosure regarding all inquiry requirements of the CIU;
5. If an applicant is represented by counsel, all communication with the CIU must be through counsel;
6. Nothing in these proceedings may operate to stay or revive any other proceeding, deadline, or limitation period under the Postconviction Remedies Act, Title 78B, Chapter 9 or a case on direct appeal.

**Information Needed:** Applicants or their representative must complete the form below in order to make a conviction review request (you may use additional pages if needed):

## Applicant Information

Name:		
Date of Birth:		
Address	Street:	
	City:	
	State:	
	Zip:	
Inmate Number (if currently incarcerated):		
Phone Number:		
E-Mail:		

If this application is being submitted by someone other than the convicted person

Submitting Person's Name:		
Relationship to Applicant:		
Address	Street:	
	City:	
	State:	
	Zip:	
Phone Number:		
E-Mail:		

Are you currently represented by an attorney?

- No
- Yes

If yes, please provide the following information for your current attorney:

Attorney's Name:			
Attorney's Address	Street:		
	City:		
	State:		
	Zip:		
Attorney's Phone Number			
Attorney's E-Mail			

**Case Information** (Information related to the convictions for which you are alleging factual innocence)

District Court Case Number:	
Date of Conviction:	
Were you convicted by:	
	<input type="checkbox"/> Jury Trial <input type="checkbox"/> Bench Trial <input type="checkbox"/> Guilty Plea <input type="checkbox"/> No Contest Plea <input type="checkbox"/> Other: _____
District Court Defense Attorney:	
District Court Prosecutor:	
District Court Judge:	
Are you currently serving a prison/jail sentence?	<input type="checkbox"/> No <input type="checkbox"/> Yes

	If yes, what is the length of your sentence?
--	--

List the names of all co-defendants, if any:	
List the crime(s) for which you were convicted in that case:	
Are you factually innocent of ALL these charges:	
	<input type="checkbox"/> Yes <input type="checkbox"/> If no, which charges are you factually innocent of:
Describe the prosecution's case at trial: (if you need more space, please attach additional pages)	

<p>What is the basis of your innocence claim</p>	
<p>(check all that apply to your claim of innocence)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> DNA will prove my innocence</li> <li><input type="checkbox"/> An alibi will prove my innocence</li> <li><input type="checkbox"/> The victim(s) mistakenly identified me as the criminal actor</li> <li><input type="checkbox"/> The victim has recanted</li> <li><input type="checkbox"/> There are additional witnesses who never testified</li> <li><input type="checkbox"/> Someone else has admitted committing the crime and said I was not involved</li> <li><input type="checkbox"/> I gave a false confession</li> <li><input type="checkbox"/> Other</li> </ul>

Please tell your side of the story (how you are innocent) and what evidence proves your evidence, including any information that you think was important that was not presented on your behalf. Attach any relevant documentation (declarations, testimony, evidence, etc.) and any other information that would assist in verifying the claim on innocence.

Was any of the evidence that proves your innocence known before your conviction or used at trial?	
Could DNA testing of any physical evidence be conducted now to help prove your innocence?	
Would you be willing to submit to a DNA test knowing that the test could show your guilt or innocence?	

Did you tell your attorney that you were innocent? If not, why not?	
If you accepted a plea, why did you decide to take a plea?	

## Post-Conviction Processes

Is your case presently on appeal, on a petition for a writ of habeas corpus, or in Post-Conviction Relief Proceedings?

<input type="checkbox"/> No <input type="checkbox"/> Yes		
If yes:	What court was the issue raised in?	
	What issues were raised?	
	Court case number?	
	What was the outcome of your appeal/post-conviction petition?	

Has the applicant contacted any of the following organizations regarding this claim of innocence before?

- Innocence Project
- American Civil Liberties Association (ACLU)
- Defense Attorney
- District Attorney's Office
- Attorney General's Office
- U.S. Attorney's Office
- Other (Please describe):

Does the CIU have permission to discuss your claim of innocence with the Innocence Project or any other attorney(s) mentioned above?

- Yes
- No

Have you already contacted the Utah County Conviction Integrity Unit?

- Yes
- No



I, the applicant, understand the decision to review and further investigate a claim cannot be inferred as an acceptance of the validity of the alleged innocence claim. The CIU does not act as legal counsel for the applicant or any person whose case is being reviewed. I understand that I or the person on whose behalf I am submitting this application remain solely responsible for moving forward on any legal claims and the applicant is free to contact other counsel about any claims. I understand decisions as to whether the CIU will re-open the case investigation, how the claim will be investigated, and how the application will be resolved, including dismissal of my application or the investigation for any reason, are made in the exercise of the Utah County Attorney's discretion and are not reviewable by any court. I understand there is no timeframe by which claims presented to the CIU will be resolved, but the CIU will make every effort to expedite the resolution of each application. I further understand that if the CIU decides to investigate my case, I will cooperate with the CIU fully and completely, and will sign all waivers and releases of information needed as applicable, and that my failure to cooperate fully with the CIU could result in the CIU dropping their investigation.

Signature of Applicant:	
Printed Name of Applicant:	
Date:	

Please return the completed application and all other relevant information to:

Utah County Attorney's Office  
 100 East Center Street, Suite 2400    OR    via Email at [ucao@utahcounty.gov](mailto:ucao@utahcounty.gov)  
 Provo, Utah 84606