

## **Chapter 1 General Provisions**

### **Part 1 General Provisions and Format Requirements**

#### **JR4-1-101 Definitions.**

As used in this title:

- (1) "Bill" means legislation introduced for consideration by the Legislature that does any, some, or all of the following to Utah statutes:
  - (a) amends;
  - (b) enacts;
  - (c) repeals;
  - (d) repeals and reenacts; or
  - (e) renumbers and amends.
- (2) "Boldface" means the brief descriptive summary of the contents of a statutory section prepared by the Office of Legislative Research and General Counsel that is printed for each title, chapter, part, and section of the Utah Code.
- (3) "Concurrent resolution" means a written proposal of the Legislature and governor, which, to be approved, must be passed by both houses of the Legislature and concurred to by the governor.
- (4) "Constitutional joint resolution" means a joint resolution proposing to amend, enact, or repeal portions of the Utah Constitution which, to be approved for submission to the voters, must be passed by a two-thirds vote of both houses of the Legislature.
- (5) "House resolution" means a written proposal of the House of Representatives which, to be approved, must be passed by the House of Representatives.
- (6) "Joint resolution" means a written proposal of the Legislature which, to be approved, must be passed by both houses of the Legislature.
- (7) "Laws of Utah" means all of the laws currently in effect in Utah.
- (8) "Legislation" means bills and resolutions introduced for consideration by the Legislature.
- (9) "Request for Legislation" means a formal request from a legislator or interim committee that a bill or resolution be prepared by the Office of Legislative Research and General Counsel.
- (10) "Resolution" includes constitutional joint resolutions, other joint resolutions, concurrent resolutions, House resolutions, and Senate resolutions.
- (11) "Senate resolution" means a written proposal of the Senate which, to be approved, must be passed by the Senate.
- (12) "Statute" means a law that has met the constitutional requirements for enactment.
- (13) "Statutory section" means the unique unit of the laws of Utah that is identified by a title, chapter, and section number.

### **Part 2 Bill Format**

#### **JR4-1-201 General bill format requirements.**

- (1) Each bill shall be typewritten or printed on paper 8-1/2 by 11 inches.
- (2)

- (a) When a bill proposes to enact new law, all of the language proposed to be enacted by the bill shall be underlined.
- (b) When a bill proposes to enact a statutory section of new law, all of the language in the entire section must be underlined.
- (c) When a bill proposes to repeal an existing statutory section and reenact that statutory section using new language, the new language of the entire section shall be underlined.
- (3) When a bill proposes to amend a statutory section without repealing the entire statutory section:
  - (a) all of the language to be repealed must appear between brackets with the letters struck through; and
  - (b) all of the new language proposed to be enacted by the bill must be underlined.
- (4) When a bill proposes to repeal a statutory section, the statutory sections to be repealed shall be listed in the long title as required by these rules and listed by statutory section number and bold face at the end of the bill before any special clauses.

**JR4-1-202 Specific bill format requirements.**

- (1) Each bill shall contain:
  - (a) a designation containing the information required by Subsection (2);
  - (b) a short title, which provides a short common description of the bill;
  - (c) the year and type of legislative session in which the bill is to be introduced;
  - (d) the phrase "State of Utah";
  - (e) the sponsor's name, after the heading "Chief Sponsor:";
  - (f) if the bill is a House bill that has passed third reading in the House, the Senate sponsor's name after the heading "Senate Sponsor:";
  - (g) if the bill is a Senate bill that has passed third reading in the Senate, the House sponsor's name after the heading "House Sponsor:";
  - (h) a list of cosponsors who are members of the same house as the chief sponsor, if any;
  - (i) a long title, which includes:
    - (i) a brief general description of the subject matter in the bill;
    - (ii) a list of each section of the Utah Code affected by the bill, which cites by statute number those statutes that the bill proposes be amended, enacted, repealed and reenacted, renumbered and amended, and repealed; and
    - (iii) for bills that contain an appropriation, the sum proposed to be appropriated by the bill unless the bill is an appropriation bill or supplemental appropriation bill whose single subject is the appropriation of money;
  - (j) an enacting clause in the following form: "Be it enacted by the Legislature of the state of Utah:"; and
  - (k) the subject matter, given in one or more sections.
- (2) The designation shall be a heading that identifies the bill by its house of introduction and by unique number assigned to it by the Office of Legislative Research and General Counsel and shall be in the following form: "S.B." or "H.B." followed by the number assigned to the bill.

**JR4-1-203 Effective date of bills.**

- (1) Unless otherwise directed by the Legislature, a bill becomes effective 60 days after the adjournment of the session at which it passed.
- (2) The 60 days begins to run the day after the Legislature adjourns sine die.

### Part 3 Resolution Format

#### **JR4-1-301 General resolution format requirements.**

- (1) Each resolution shall be typewritten or printed on paper 8-1/2 by 11 inches.
- (2) Each resolution shall contain:
  - (a) a designation containing the information required by Subsection (3);
  - (b) a short title;
  - (c) the year and type of legislative session in which the resolution is to be introduced;
  - (d) the phrase "State of Utah";
  - (e) the sponsor's name, after the heading "Chief Sponsor:";
  - (f) if the resolution is a House resolution that has passed third reading in the House, the Senate sponsor's name after the heading "Senate Sponsor:";
  - (g) if the resolution is a Senate resolution that has passed third reading in the Senate, the House sponsor's name after the heading "House Sponsor:";
  - (h) a long title, which shall include a list of constitutional sections, legislative rules, or the Utah Supreme Court's Rules of Procedure or Rules of Evidence affected, if applicable;
  - (i) a resolving clause containing the information required by Subsection (4);
  - (j) for joint resolutions, concurrent resolutions, Senate resolutions, and House resolutions:
    - (i) one or more paragraphs that begin with the word "Whereas" that function as the preamble;  
and
    - (ii) one or more paragraphs that begin with the words "Be it Resolved" that identify the statement of purpose or policy; and
  - (k) special clauses including, if necessary, an effective date.
- (3) The designation shall be a heading that identifies the resolution by its house of introduction and by unique number assigned to it by the Office of Legislative Research and General Counsel and shall be in the following form:
  - (a) for constitutional joint resolutions and joint resolutions: "S.J.R." or "H.J.R." followed by the number assigned to the joint resolution;
  - (b) for concurrent resolutions: "S.C.R." or "H.C.R." followed by the number assigned to the concurrent resolution;
  - (c) for Senate resolutions: "S.R." followed by the number assigned to the Senate resolution; or
  - (d) for House resolutions: "H.R." followed by the number assigned to the House resolution.
- (4) Each resolution shall contain a resolving clause in one of the following forms:
  - (a) in a constitutional joint resolution, or in a joint resolution proposing to amend the Utah Supreme Court's Rules of Procedure or Rules of Evidence: "Be it resolved by the Legislature of the state of Utah, with at least two-thirds of all members elected to each of the two houses concurring:";
  - (b) in a joint resolution: "Be it resolved by the Legislature of the state of Utah:";
  - (c) in a concurrent resolution: "Be it resolved by the Legislature of the state of Utah, with the Governor concurring:";
  - (d) in a Senate resolution: "Be it resolved by the Senate of the state of Utah:"; or
  - (e) in a House resolution: "Be it resolved by the House of Representatives of the state of Utah:".

**JR4-1-302 Effective date of resolutions.**

Unless otherwise directed by the Legislature, a resolution becomes effective on the day that the resolution receives final approval from:

- (1) the House of Representatives or the Senate, if it is a single house resolution;
- (2) both the House of Representatives and the Senate, if it is a joint resolution;
- (3) the House of Representatives, the Senate, and the governor, if it is a concurrent resolution; or
- (4) the House of Representatives, the Senate, and the voters at the next general election, if it is a constitutional joint resolution.

**JR4-1-303 Distribution of resolutions.**

- (1)
  - (a) Subject to Subsection (2), the secretary of the Senate shall ensure that Senate Resolutions and Senate Joint Resolutions are distributed as required by the resolution.
  - (b) Subject to Subsection (2), the chief clerk of the House shall ensure that House Resolutions and House Joint Resolutions are distributed as required in the resolution.
- (2) If either the House or the Senate, or both, enact a resolution urging action by the United States House of Representatives, the United States Senate, or the United States Congress as a whole, in informing those entities of the action, the resolution may only be sent to:
  - (a) the Utah congressional delegation;
  - (b) the speaker of the United States House of Representatives;
  - (c) the majority leader of the United States Senate; and
  - (d) at the request of the legislative sponsor, any member of the appropriate U.S. House or U.S. Senate committee or subcommittee.

**Part 4  
Amendments in Context**

**JR4-1-401 Identifying adopted amendments in context.**

- (1) When a Senate committee or floor amendment is adopted in the Senate, the Senate amendment shall be noted in the legislation with additional spacing and markers indicating the beginning and ending of the adopted Senate amendment.
- (2) When a House committee or floor amendment is adopted in the House, the House amendment shall be noted in the legislation with additional spacing and markers indicating the beginning and ending of the adopted House amendment.
- (3)
  - (a) Notwithstanding JR4-1-201, and except as provided in Subsection (3)(b), when an additional section from the Utah Code is added to a bill by amendment:
    - (i) all of the language in the section that is to be repealed must appear between brackets with the letters struck through; and
    - (ii) all of the new language in the section that is proposed to be enacted by the bill must be underlined.
  - (b) If the additional section added to the bill by amendment is to be repealed, the text of the repealed section need not be included.

