



**Utah State Bar  
Licensed Paralegal Practitioner (LPP) Exam  
Character Reference Form**

**The purpose of the Character References** is to provide unbiased recommendations from a variety of sources who know the applicant well enough to provide a recommendation. Keep this in mind as you use your discretion to choose appropriate references. You may not use those who are also applying for admission or will soon be applying. Contact the person providing the reference in advance to ask if they are willing to give a reference for you. Employer or supervisor references may come from non-legal organizations.

The following people are excluded from providing a reference:

1. Anyone related by blood or marriage regardless of how close.
2. Spouses, romantic partners, or significant others.
3. Law school classmates meaning anyone who attended your law school at the same time you did regardless of whether that person was in your year (1L, 2L, etc.).
4. More than two members of the same law firm, business, or entity.
5. Current employees.

**To the Person Providing the Reference:**

The Applicant named below has applied for admission to the Utah State Bar. Please complete this Character Reference Form and return it to the applicant in a sealed envelope **with your signature over the seal**. **The information contained in the completed form is confidential and should not be disclosed to the Applicant.**

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**CHARACTER REFERENCE**

LPP Applicant's Name: \_\_\_\_\_

Your Name: \_\_\_\_\_

Your Full Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Your Email and Phone Number: \_\_\_\_\_

Nature of your acquaintance/relationship (you are a supervisor, co-worker, etc.): \_\_\_\_\_

How long have you known the Applicant? \_\_\_\_\_

**Please answer the following questions based on your personal knowledge:**

- | <b>YES</b> | <b>NO</b> |   |
|------------|-----------|---|
| 1.         |           | Do you feel that you know the Applicant well enough to make an accurate appraisal of the Applicant's character and fitness to be admitted to practice as an LPP? <b>If not, do not complete the form. Please sign this form and return the form to the Applicant.</b> |
| 2.         |           | Are you an attorney?  |
| 3.         |           | Are you a client or former client of legal services performed by the Applicant?   |
| 4.         |           | Are you a current or former employer or supervisor of the Applicant?  |

YES NO

5. Are you related to the Applicant in any way? If yes, please describe the relationship below.
6. Are you or were you a law school classmate of the Applicant?
7. Do you represent the Applicant in any capacity? If yes, please describe the representation.
8. Are you employed by the Applicant in any capacity? If yes, please describe your employment.
9. To your knowledge has the Applicant ever been convicted of a crime?
10. To your knowledge has the Applicant ever engaged in any conduct involving the following?
  - Dishonesty, fraud, deceit, or misrepresentations.
  - Making a false or misleading statement, including omissions.
  - Taking unfair advantage of others.
  - Violating confidences.
  - Being irresponsible in business or professional matters.
  - Neglecting or being delinquent in any of Applicant's financial obligations.
  - Been a party to legal proceedings.
  - Been denied admission to practice law in any state.
  - Neglecting or showing disregard of ethical or professional responsibilities.
  - Abusing the legal process.
  - Violating a court order.
  - Engaging in the practice of law while not being licensed.
  - Violating reasonable rules of conduct in any activity.
  - Failing to exercise self-control, including excessive and continuing violation of traffic rules, the improper use of drugs, and the excessive use of alcohol.
11. Do you believe or suspect that the applicant may be mentally or emotionally unstable in a manner that would impede the applicant's ability to practice law as an LPP?
12. To your knowledge, has the Applicant ever been disciplined, expelled, suspended, or asked to resign from any work or volunteer position or educational institution?
13. Is there *any* reason you believe the Applicant should not be licensed as an LPP?
14. Are there any facts, not previously disclosed by your answers, concerning the Applicant's background, history, experience, or activities, which may have a bearing on the Applicant's character, fitness, or eligibility to practice law as an LPP?
15. Do you have any reason not to trust the Applicant with your money or property?
16. Do you have any reason not to trust the Applicant with other people's money or property?
17. To your knowledge, is the Applicant in violation of any federal or state criminal statutes?

**Please provide explanations or comments below:**

**I swear/attest that the information provided herein is true and factual to the best of my knowledge.**

\_\_\_\_\_  
*Name (please print)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature (must be an original signature. E-signatures are NOT accepted.)*

\_\_\_\_\_  
*Title*