Retention and Classification Report

Agency: Piute County (Utah). County Auditor (2532)

, UT

Records Officer: _____

19021	Annual audits
13151	Financial records
13152	Warrant registers

AGENCY: Piute County (Utah). County Auditor

SERIES: 19021 1
TITLE: Annual audits
DATES: 1925-
ARRANGEMENT: Chronological
ANNUAL ACCUMULATION: 0.10 cubic feet.
DESCRIPTION:

These are reports prepared by external auditors examining and verifying the county's financial activities for the year.
Includes statements of receipts and disbursements and established funds of the county. These audits include both audits by private audit firms contracted by the county to perform audits and audits by the State Auditor.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office until administrative need ends and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s).

Audit reports may be used during the next audit cycle to monitor compliance with internal control program recommendations. They document agency functions and have research value.

PRIMARY DESIGNATION:

Public

AGENCY: Piute County (Utah). County Auditor

SERIES: 13151 1
TITLE: Financial records
DATES: undated
ARRANGEMENT: none
DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:
May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:
Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

AGENCY: Piute County (Utah). County Auditor

SERIES: 13152 3
TITLE: Warrant registers
DATES: undated
ARRANGEMENT: none
DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:
May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.