

Retention and Classification Report

Agency: Cache County (Utah). County Treasurer (134)

179 North Main, #201
Logan, UT 84321

Records Officer

18476 *Pound keeper's account book
05105 *Record book
83783 *Tax assessment rolls
28118 Tax sales records
03683 *Warrant registers

AGENCY: Cache County (Utah). County Treasurer

SERIES: 18476

3

TITLE: Pound keeper's account book

DATES: 1886-1890.

ARRANGEMENT: Alphabetical, thereunder chronological.

DESCRIPTION:

Poundkeeper's record book document payements received. This volume is divided into sections by precinct name. Each section includes the following: Date, method of payment, and amount of payment.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

This disposition is based on the fact that is is one of the only extant records of its type.

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Treasurer

SERIES: 5105

TITLE: Record book

DATES: 1891-1892.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

3

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Treasurer

SERIES: 83783

4

TITLE: Tax assessment rolls

DATES: i 1869- .

ARRANGEMENT: Chronological

DESCRIPTION:

These rolls are a record of annual assessments and the payments of property taxes. "By November 1, the county auditor must deliver the corrected assessment roll to the county treasurer, together with a signed statement" (UCA 59-2-326 (2003)). The rolls include date, location and description of property, total evaluation, assessed valuation, total exemptions, value as corrected, amount due, and amount paid.

RETENTION:

Retain Permanent.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 09/01/1991.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

AGENCY: Cache County (Utah). County Treasurer

SERIES: 83783

TITLE: Tax assessment rolls

(continued)

APPRAISAL:

Administrative Historical This disposition is based on Utah County General Records Retention Schedule, Schedule 18, Item 9.

Tax assessment rolls identify property owners and taxes due by year. They are important historical records of property values as well as a means of documenting the names of persons who lived in and owned property in the county.

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Treasurer

SERIES: 28118

3

TITLE: Tax sales records

DATES: 1892-1948

ARRANGEMENT: Numerical by book number, thereunder alphanumerical by section, range, block, or lot

DESCRIPTION:

These are the recorded tax deeds issued by the county auditor conveying property to purchaser of real property sold for delinquent taxes (UCA 59-2-1351.1(9)(c) (2003)) and records for property not sold (UCA 59-2-1351.3(1) (2003)). The tax sale record "shall become a part of the official records of the recorder and is considered to have been recorded by the recorder" (UCA 59-2-1351.3 (2003)).

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 09/01/1991.

FORMAT MANAGEMENT:

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

Paper: Retain in Office permanently.

APPRAISAL:

Historical This disposition is based on Utah County General Records Retention Schedule, Schedule 15, Item 25.

Records contain information that is of interest to individuals conducting historical research.

AGENCY: Cache County (Utah). County Treasurer

SERIES: 28118

TITLE: Tax sales records

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Cache County (Utah). County Treasurer

SERIES: 3683

3

TITLE: Warrant registers

DATES: 1888-1895.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.