Retention and Classification Report

Agency: Kane County (Utah). County Clerk (1479)

Kane County Courthouse
76 North Main Street
Kanab, UT 84741
644-2551

Records Officer

83801	*Birth registers
19686	*Bounty books
83802	*Death registers
19682	*Ledgers
23492	*Marriage certificate record book
23491	Marriage license record book
83800	Marriage licenses

AGENCY: Kane County (Utah). County Clerk

SERIES: 83801 4
TITLE: Birth registers
DATES: i 1900-1905.
ARRANGEMENT: Chronological by year, but not by month. Entries were recorded in order of report, not by date of birth.
DESCRIPTION:

These records contain birth registers recorded during the years 1900 through 1905. Each entry has the name of the child, date of birth, sex, race, color, parents' names, residence, name of informant, and an assigned number.

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.

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

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

APPRAISAL:

Historical

These are historical records with vital statistics information. They should be kept permanently.

PRIMARY CLASSIFICATION:

Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 19686 3
TITLE: Bounty books
DATES: 1901-1914.
ARRANGEMENT: Numerical by certificate number.

DESCRIPTION:

This book documents the payment of county and state bounties for the killing of various predators. It includes certificate or warrant number, date of issuance, person receiving payment, species and number.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

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 State Archives permanently with authority to weed.

APPRAISAL:

Historical
This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 5.

This disposition is based on the record's secondary informational value. These volumes inform policies of predator control, issues of extermination of predators, and the livestock deaths on range areas.

PRIMARY CLASSIFICATION:

Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 83802 4
TITLE: Death registers
DATES: i 1898-1905.
ARRANGEMENT: Chronological by year, but not by month. Entries were recorded in order of report, not by date of death.
DESCRIPTION:

These records contain death registers for the years 1898 to 1905. Each entry has the decedent's name, date of death, occupation, age, marital status, sex, race, color, residence, term of residence,cause of death, informant making the report, and the assigned number.

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.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in State Archives permanently.

APPRAISAL:

Historical

These are historical records with vital statistics information. They should be kept permanently.

PRIMARY CLASSIFICATION:

Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 19682 3
TITLE: Ledgers
DATES: 1869-1884; 1907-1913.
ARRANGEMENT: Chronological
TOTAL VOLUME: 0.30 cubic feet.
DESCRIPTION:

These ledgers document the expenditure of county funds by fund. The inside cover includes an alphabetical index for specific county funds. The ledger includes year, fund, date, expenditure's purpose, amount, balance, and totals.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 05/01/1998.

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 after microfilming.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical

This disposition is based on the record's secondary historical value in documenting the expenditure of county funds during the early twentieth century.

AGENCY: Kane County (Utah). County Clerk

SERIES: 19682
TITLE: Ledgers

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 23492 4
TITLE: Marriage certificate record book
DATES: 1888-1901.
ARRANGEMENT: Numerical by certificate number.

TOTAL VOLUME:
DESCRIPTION:

This volume contains handwritten transcriptions of marriage certificates and licenses. The information in the records includes the names of the bride and groom, their ages, residences, the date and place of the marriage, the name of the officiating party and witnesses, and the date filed by the clerk.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

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 permanently after being microfilmed.

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

Microfilm duplicate: Retain in Office permanently.

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

APPRAISAL:

Historical Legal
This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 25.

This disposition is based on the value of these records in documenting marriages in Kane County.

AGENCY: Kane County (Utah). County Clerk

SERIES: 23492
TITLE: Marriage certificate record book

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 23491 3
TITLE: Marriage license record book
DATES: 1901-1966
ARRANGEMENT: Chronological by filing date

TOTAL VOLUME:
DESCRIPTION:

The county clerk copied the couple's marriage license in to register books. Information includes bride and groom's names and signatures, the official performing the ceremony, witnesses, and date.

RETENTION:

Retain Permanent

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

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 permanently after being microfilmed.

Microfilm master: Retain in State Records Center permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 25.

AGENCY: Kane County (Utah). County Clerk

SERIES: 23491
TITLE: Marriage license record book

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Kane County (Utah). County Clerk

SERIES: 83800 4
TITLE: Marriage licenses
DATES: 1887-
ARRANGEMENT: Chronological
TOTAL VOLUME:
DESCRIPTION:

This series contains copies of the marriage licenses granted in Kane County. The information includes names, addresses, and ages of bride and groom; date and number of license; date of marriage; title and signature of person performing the ceremony; and signatures of bride, groom, witnesses, and county clerk.

RETENTION:

Retain permanent

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

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 Records Center permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 25.

AGENCY: Kane County (Utah). County Clerk

SERIES: 83800
TITLE: Marriage licenses

(continued)

PRIMARY CLASSIFICATION:
Public