

Retention and Classification Report

Agency: Centerville (Utah). Sexton (1623)

, UT

Records Officer:

84759 *Cemetery plot records

AGENCY: Centerville (Utah). Sexton

SERIES: 84759

4

TITLE: Cemetery plot records

DATES: 1938-1978.

ARRANGEMENT: Alphabetical by surname.

DESCRIPTION:

This series consists of records which document the ownership of and financial transactions regarding plots in the cemetery. The first item is an undated plot map of the cemetery with owner's names written in each plot. The second set of records are the cemetery's monthly debit and credit tallies for the years of 1976 through 1978. The final set of records are ledger pages which document financial transactions between the cemetery and the individual purchasers of plots. Following the alphabetical run of these ledger pages are those for plots awaiting resale, which are also arranged alphabetically by the last name of the original owner.

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 duplicate: For records beginning in 1977 through 1978.
Retain in State Archives permanently.

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Records Center permanently.

APPRAISAL:

Historical

This disposition is based on the value of these records in documenting ownership of grave sites in Centerville.

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(continued)

PRIMARY CLASSIFICATION:

Public