

Retention and Classification Report

Agency: Tooele City Court (1954)

Records Officer:

03533 *Justice docket
28501 *Justice docket

AGENCY: Tooele (Utah). City Court

SERIES: 3533

3

TITLE: Justice docket

DATES: 1888-1891.

ARRANGEMENT: Chronological

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This single volume contains holographic copies of justice court records. It is used to document individual cases heard by the Tooele Precinct Justice Court. It contains the date, the names of the parties involved, the complaint or reason for the hearing or court appearance, the name of the justice of the peace, the names of the attorneys, the type of papers filed, and the decision rendered in the case.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 06/1990

FORMAT MANAGEMENT:

Paper: Retain in Office for 10 years after being microfilmed and then transfer to State Archives.

APPRAISAL:

Historical

This disposition is based on the record's secondary informational value to researchers. This volume describes both criminal and civil cases heard in Tooele. It will provide additional information on the early days in an early territorial community.

AGENCY: Tooele (Utah). City Court

SERIES: 28501

3

TITLE: Justice docket

DATES: 1888-1891.

ARRANGEMENT: Chronological by hearing date.

TOTAL VOLUME:

DESCRIPTION:

This series is contained in a bound volume used to record civil and criminal cases heard by the justice of the peace, as well as marriages performed. The court docket typically records the names of the parties in the case, the complaint or charges, a summary of the case, and the justice's decision and signature. The marriage records list the date and place of the marriage, the names of the individuals marrying, names of the witnesses, and a certification that the marriage took place, signed by the justice of the peace.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

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

M-Disk: Retain in State Archives permanently with authority to weed.

APPRAISAL:

Historical

This series has permanent historical value as documentation of cases heard by the justice of the peace and marriages performed.

PRIMARY DESIGNATION:

Public