

# Retention and Classification Report

**Agency:** Magna Water District (Utah) (2094)  
P.O. Box 303  
Magna, UT 84044

**Records Officer:** Leisle Fitzgerald

04948 \*Waster distribution system specifications

**AGENCY:** Magna Water District (Utah)

**SERIES:** 4948

3

**TITLE:** Waster distribution system specifications

**DATES:** 1962.

**ARRANGEMENT:** none

**DESCRIPTION:**

Notice to contractors and instructions for submitting a bid to extend a water line for the Magna Water Company.

**RETENTION:**

Retain 2 years after finalized

**DISPOSITION:**

Destroy.

**STATE RECORDS COMMITTEE STATUS:**

This retention was approved by the State Records Committee on 11/01/1996.

**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 for 1 year after after finalized and then transfer to State Records Center. Retain in State Records Center for 1 year and then destroy.

**APPRAISAL:**

This disposition is based on Utah Municipal General Records Retention Schedule, Schedule 10, Item 9.

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(continued)

**PRIMARY CLASSIFICATION:**

Public