

Retention and Classification Report

Agency: Box Elder County (Utah). Sheriff's Office (2533)

52 South 1000 West
PO Box 888
Brigham City, UT 84302

Records Officer

13156 Civil fee receipts
13157 Civil service cards

AGENCY: Box Elder County (Utah). Sheriff's Office

SERIES: 13156

3

TITLE: Civil fee receipts

DATES: undated

ARRANGEMENT: none

DESCRIPTION:

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 Office until microfilmed and then transfer to State Archives with authority to weed.

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

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

AGENCY: Box Elder County (Utah). Sheriff's Office

SERIES: 13157

3

TITLE: Civil service cards

DATES: undated

ARRANGEMENT: none

DESCRIPTION:

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.

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