

# Retention and Classification Report

**Agency:** Ogden (Utah). Police Department (2956)  
2186 Lincoln Avenue  
Ogden, UT 84401

**Records Officer:** Angie Turner

13300 \*Arrest and jail record books  
25404 Evidence log  
28392 Fingerprint cards  
04101 \*Joseph Henry Martin investigative files  
83497 \*Mug shots  
05657 \*Police chief records  
11852 \*Stolen automobile reports

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 13300

3

**TITLE:** Arrest and jail record books

**DATES:** 1902-1920; 1925-1941.

**ARRANGEMENT:** Chronological by date.

**DESCRIPTION:**

The record of arrests includes such information as: name of offender, name of arresting officer, time and place of arrest, charge and physical description of offender. Mug shots are included for a majority of the offenders.

**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 State Archives permanently.

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

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

**APPRAISAL:**

Historical

This series has permanent historical value as documentation of crime, suspects, and police action in Ogden City.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 13300

**TITLE:** Arrest and jail record books

(continued)

**SECONDARY CLASSIFICATION(S):**

Private.

Includes information about minors, which is private for 100 years.

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 25404

3

**TITLE:** Evidence log

**DATES:** 1956-

**ARRANGEMENT:** Numerical by case number

**DESCRIPTION:**

This is a log that shows the chain of possession of all evidence gathered by the police department. The log begins when evidence is gathered and ends when evidence is returned or destroyed. A copy of the log usually becomes part of the case or investigative file.

**STATE RECORDS COMMITTEE STATUS:**

This retention was approved by the State Records Committee on 12/01/1989.

**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 4 years after if not part of case file and then destroy.

**APPRAISAL:**

Administrative Legal This disposition is based on Utah Municipal General Records Retention Schedule, Schedule 21, Item 19.

**PRIMARY CLASSIFICATION:**

Protected

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 28392

3

**TITLE:** Fingerprint cards

**DATES:** 1890-

**ARRANGEMENT:**

**DESCRIPTION:**

These are cards which verify a subject's identity and which are also used for the identification and apprehension of suspects. The cards contain the subject's fingerprints as well as all necessary information required to identify the individual, including fingerprint classification number, name, address, date of birth, date of arrest, signature of subject, photograph, occupation, and place of employment. A copy is forwarded to the Bureau of Criminal Identification. Since the Bureau of Criminal Identification maintains a complete file of all fingerprints, it is unnecessary for individual agencies to maintain their own file. These cards are usually part of the criminal history files.

**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 State Archives permanently with authority to weed.

**APPRAISAL:**

Historical

Disposition based on historical and research value of fingerprint cards for a particular period of time.

**PRIMARY CLASSIFICATION:**

Protected

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 4101

**TITLE:** Joseph Henry Martin investigative files

**DATES:** ca. 1911-1913.

**ARRANGEMENT:** Numerically by document number.

**DESCRIPTION:**

This series contains 24 - 11" x 14" glass plate negative images of documents used in a police investigation of Joseph Henry Martin on suspicion of assault, robbery, and extortion. The documents include letters that reveal attempts by a criminal ring to extort money from various Ogden residents, including George W. Culver, Mrs. Ralph Bristol, Mrs. McClaren Boyle, Mrs. Thomas D. Dee, and Mrs. David Eccles. The anonymous letters are signed using the name of Jim Pender, a detective with the Ogden City Police Department, and the name "The Tall and Short Man". Along with these letters are several documents known to be in the handwriting of Joseph Henry Martin, including some writing samples apparently done at the request of the police on Police Department letterhead. Several of the negatives show the known or "standard" handwriting side-by-side with "disputed" writing from the extortion letters. Each page of the documents was numbered before being photographed. Some of the documents in the series are only partial and many numbers in the document sequence are missing. Some negatives also have stickers with numbers on them that don't correspond with the document numbers. The other negatives may have had numbered stickers on them, but the stickers have fallen off over time.

Joseph Henry Martin was tried in the 2nd District Court for Weber County for assault with a deadly weapon, after David Edwards, a Pinkerton detective working on the case, was shot in an encounter with the extortion ring. Martin was convicted in 1914 and sentenced to the Utah State Prison for five years. He was subsequently tried in the same court and convicted in 1915 on charges of robbery and given a life sentence. Two pages of the extortion letters are marked as court exhibits, but many of the documents in this series were likely used in both trials.

Exhibits S-1 through S-12, along with exhibits 8 through 13, 22, 23, 35, 37, 38, and others were introduced as exhibits in the robbery case (see Series 1485, Motion and order files, case 2928). Handwriting experts were brought in from out of state to testify in both cases. In the assault case the judge subpoenaed specific documents found in this series (see Series 6954, Criminal case files, case 861). A newspaper account of the first trial states that the handwriting expert had made photographic copies of the handwriting examples (Deseret News, 24 Mar. 1914) and another newspaper report notes that during the second trial photographic copies of the documents were given to the attorneys and the jury for examination (Deseret News, 30 Nov. 1915). The

3

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 4101

**TITLE:** Joseph Henry Martin investigative files

(continued)

negatives in this series were presumably used to make the photographic copies mentioned in the newspapers.

**RETENTION:**

Retain 0

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**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.

Photo negatives: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Historical

This series has permanent historical value as documentation of a high-profile criminal investigation undertaken by the Ogden City Police Department, revealing details of the case and the methods used by law enforcement in the early twentieth century.

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 4101

**TITLE:** Joseph Henry Martin investigative files

(continued)

**PRIMARY CLASSIFICATION:**

Public



**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 83497

3

**TITLE:** Mug shots

**DATES:** [ca. 1902]-1960.

**ARRANGEMENT:** Numerical by arrest number.

**DESCRIPTION:**

These are photographs and negatives of persons arrested by the Ogden City Police Department. They are used for identification purposes. Each envelope contains a photograph of an arrested person from front and side views. The arrest number is the only identifying item on the picture and the envelope. From 1902 to 1926, each envelope contains a glass plate negative with both views. Envelopes from 1927-on contain both a negative and a photographic print. The later photographs are identified by the arrest number, date of arrest, and name of the person arrested.

**RETENTION:**

Retain 10 years.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

This retention was approved by the State Records Committee on 08/01/1996.

**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.

Photographs: Retain in Office for 10 years after last activity and then transfer to State Archives with authority to weed.

Photo negatives: Retain in Office for 10 years and then transfer to State Archives with authority to weed.

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 83497

**TITLE:** Mug shots

(continued)

**APPRAISAL:**

Historical This disposition is based on Utah Municipal General Records Retention Schedule, Schedule 21, Item 36.

This retention is based on the historical value of these photographs. These are some of the earliest mug shots in Utah. Disposition based on the historical value of these records for both genealogical and potential criminology research.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 5657

3

**TITLE:** Police chief records

**DATES:** 1912-1930.

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**STATE RECORDS COMMITTEE STATUS:**

This retention has not been approved by the State Records Committee.

**FORMAT MANAGEMENT:**

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Paper: Retain in State Archives permanently with authority to weed.

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 11852

3

**TITLE:** Stolen automobile reports

**DATES:** 1923-1936.

**ARRANGEMENT:** Numerical thereunder chronological

**DESCRIPTION:**

These records were created by the Automotive Bureau of the Ogden Police Department. The following information is recorded in the stolen automobile reports: report number, date and time of report, name and address of owner, make, license number, motor number, serial number, model, value, color of body, color and kind of wheels, tires, date and time stolen, from where stolen, whether insured, special marks of identification and other information, notifications, by whom recovered, place, and date.

**RETENTION:**

Retain 0

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**STATE RECORDS COMMITTEE STATUS:**

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**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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**APPRAISAL:**

Administrative Historical

The State Archives has chosen to keep these records permanently for statistical use and as illustrative of the crime scene in regard to the rising popularity of the automobile.

**AGENCY:** Ogden (Utah). Police Department

**SERIES:** 11852

**TITLE:** Stolen automobile reports

(continued)

**PRIMARY CLASSIFICATION:**

Public