

Retention and Classification Report

Agency: Cache County (Utah). Hyrum School District (3002)

, UT

Records Officer:

22855 *Trustee account book

AGENCY: Cache County (Utah). Hyrum School District

SERIES: 22855

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TITLE: Trustee account book

DATES: 1901-1908.

ARRANGEMENT: Chronological

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This account book documents the district's receipts and disbursements. It is maintained for the district's board of trustees. The annual receipts are recorded only at the first of each year's entries. Totals are carried over to the next page. The book includes date, district fund, warrant number, amount for each warrant, totals, name of person receiving payment, and payment's purpose.

RETENTION:

Retain permanently.

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 07/01/2001.

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 permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently.

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(continued)

APPRAISAL:

Historical

This disposition is based solely on the records secondary research value. This book is as the only record documenting the existence of the Hyrum School District before the consolidation of districts in Cache County in 1908.

PRIMARY CLASSIFICATION:

Public