Retention and Classification Report

Agency: Emery County (Utah). County Clerk (338)

Emery County Courthouse
75 East Main, P.O. Box 907
Castle Dale, UT 84513
435-381-2139

Records Officer

17840		Articles of incorporation alphabetical index
17823	*	Articles of incorporation record books
84033		Articles of incorporation record books of LDS church wards
84038	*	Birth registers
84040	*	Death registers
17852	*	Incorporation case files
06124		Marriage licenses
23475		Marriage records

AGENCY: Emery County (Utah). County Clerk

SERIES: 17840 4
TITLE: Articles of incorporation alphabetical index
DATES: 1886-1961
ARRANGEMENT: Alphabetical by company name
DESCRIPTION:

This is an alphabetical index of companies incorporated to do business in Emery County which was created by the Emery County Clerk to facilitate access to the Articles of Incorporatin Record Books and the Incorporation Case Files. The series provides the case file number, corporation name, date of filing, record book, page number, amendments, notes, and capital stock amount.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 09/01/1991.

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 with authority to weed.

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

APPRAISAL:

Historical Legal

Because of the importance of incorporation information, which documents the organization and existence of companies, the county clerk is required by law [UCA sections 3 and 16] to maintain incorporation case files and record books (and likewise their corresponding indexes).

AGENCY: Emery County (Utah). County Clerk

SERIES: 17840
TITLE: Articles of incorporation alphabetical index

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 17823 4
TITLE: Articles of incorporation record books
DATES: 1889-1961.
ARRANGEMENT: Chronological
DESCRIPTION:

These volumes record copies of Articles of Incorporation filed with the Emery County Clerk by newly organized corporations. The registers were kept as the official copy which was available for public use. The actual articles of incorporation record the following: names of the incorporators and their places of residence, the length of the corporation's duration, the pursuit of business agreed upon, amount of stock each shareholder receives, description of stock classes, number and kind of corporate officers, and the number of directors necessary to transact corporate business.
Under current Utah law and the laws of the territorial legislature, individuals desiring to incorporate, were to file and record articles of incorporation with their respective county clerk. These agreements specified the nature and place of business, amount of stock to be issued, terms for officers, etc. The clerk in turn issued certificate of incorporation and recorded the final articles of incorporation in these record books. The series officially ended in 1961 when registration of corporations was transferred to the State government and the Division of Corporations was created. However, a few corporations were added to the series after that time.

RETENTION:

Retain Until microfilmed

DISPOSITION:
Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:
This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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AGENCY: Emery County (Utah). County Clerk

SERIES: 17823
TITLE: Articles of incorporation record books

(continued)

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

APPRAISAL:
Historical Legal

Because of the importance of incorporation information, which documents the organization and existence of companies, the county clerk is required by law [UCA sections 3 and 16] to maintain incorporation case files and record books (and likewise their corresponding indexes).

PRIMARY CLASSIFICATION:
Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 84033 4
TITLE: Articles of incorporation record books of LDS church wards
DATES: 1887
ARRANGEMENT: Chronological
TOTAL VOLUME: 2.00 reels.
DESCRIPTION:

These volumes record copies of Articles of Incorporation files with the Emery County Clerk of the County Court by LDS Church Wards. The record books were kept as the official copy which was available for public use. The actual articles of incorporation record the following: names of the corporation officers including the office of President which was filled by the Bishop of the ward, names of ward members and oaths of office. The Articles of Incorporation state that members of the ward "desired to become a body corporate, under and in accordance with the existing laws of Utah Territory, and had met for that purpose." The law of the Utah Territory stated "that any number of persons associated together for religious, social, scientific, benevolent or other purposes...when pecuniary profit is not their object...may incorporate themselves as provided in the Act (Laws of Utah, 1878, chap. 18, sec. 1).
Under current Utah law and the laws of the territorial legislature, individuals desiring to incorporate, were to file and record articles of incorporation with their respective county clerk. These agreements specified the nature and place of business, amount of stock to be issued, terms for officers, etc. The clerk in turn issued a certificate of incorporation and recorded the final articles of incorporation in these record books.

STATE RECORDS COMMITTEE STATUS:

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

FORMAT MANAGEMENT:

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AGENCY: Emery County (Utah). County Clerk

SERIES: 84033
TITLE: Articles of incorporation record books of LDS church wards

(continued)

Paper: Retain in Office permanently after being microfilmed.

APPRAISAL:
Historical Legal

Because of the importance of incorporation information, which documents the organization and existence of companies, the county clerk is required by law [UCA sections 3 and 16] to maintain incorporation case files and record books (and likewise their corresponding indexes).

PRIMARY CLASSIFICATION:
Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 84038 4
TITLE: Birth registers
DATES: i 1898-1905.
ARRANGEMENT: Chronological by year but not by month. Entries were recorded in order of report, not by date of birth.
TOTAL VOLUME:
DESCRIPTION:

These records contain birth registers recorded during the years 1898 through 1905. Each entry has date of birth, place of birth, sex, race, color, parents' names, residence, name of informant, and an assigned number.

STATE RECORDS COMMITTEE STATUS:

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

FORMAT MANAGEMENT:

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APPRAISAL:

Historical

These are historical records with vital statistic information, they should be kept permanently.

PRIMARY CLASSIFICATION:

Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 84040 4
TITLE: Death registers
DATES: i 1898-1905.
ARRANGEMENT: Chronological by year but not by month. Entries were recorded in order of report, not by date of death.

TOTAL VOLUME:
DESCRIPTION:

These records contain death registers for the years 1898 to 1905. Each entry has an assigned number, the name of the decedent, age, sex, race, color, term of residence, birthplace, marital status, occupation, last place of residence, causes of death, date of death, and the name of the party making the report.

RETENTION:

Retain permanent

DISPOSITION:
Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:
This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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APPRAISAL:
Historical

These are historical records with vital statistics information. They should be kept permanently.

AGENCY: Emery County (Utah). County Clerk

SERIES: 84040
TITLE: Death registers

(continued)

PRIMARY CLASSIFICATION:
Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 17852 4
TITLE: Incorporation case files
DATES: 1886-1961.
ARRANGEMENT: Numerical by case number

TOTAL VOLUME:
DESCRIPTION:

Incorporation Case Files contain at a minimum the original articles of incorporation and any subsequent amendments to corporations. Some files also contain notices to pay licensing fees and taxes, oaths of office for corporate officers, annual reports, correspondence, or other miscellaneous documents. Case files are created during the length of a corporation's duration. The case file is generated when companies incorporate within Emery County and serve as evidence of"due incorporation of the corporation [UCA 16-2]."
Articles of incorporation constitute a contract between the state and corporation, between corporation and stockholders, and between the stockholders and state. The articles of incorporation record the following: names of the incorporators and their places of residence, the length of the corporation's duration, the pursuit of business agreed upon, amount of stock each shareholder receives, description of stock classes, number of kind of corporate officers, and the number of directors necessary to transact corporate business. The series ended in 1961 when registration of corporations was transferred to the State government and the Division of Corporations was created. Even though the series officially ended in 1961, several case files were added to the series up through 1978

RETENTION:

Retain until microfilmed

DISPOSITION:
Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:
This retention has not been approved by the State Records Committee.

AGENCY: Emery County (Utah). County Clerk

SERIES: 17852
TITLE: Incorporation case files

(continued)

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APPRAISAL:
Historical

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PRIMARY CLASSIFICATION:
Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 6124 4
TITLE: Marriage licenses
DATES: 1888-
ARRANGEMENT: Chronological
TOTAL VOLUME:
DESCRIPTION:

This series contains copies of the marriage licenses granted in Emery County. The information includes names, addresses, and ages of bride and groom; date and number of license; date of marriage; title and signature of person performing the ceremony; and signatures of bride, groom, witnesses, and county clerk.

RETENTION:

Retain permanent

DISPOSITION:

Retain in agency custody.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

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.

Microfilm master: Retain in State Records Center permanently.

APPRAISAL:

This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 25.

PRIMARY CLASSIFICATION:

Public

AGENCY: Emery County (Utah). County Clerk

SERIES: 23475 3
TITLE: Marriage records
DATES: 1886-1966
ARRANGEMENT: By type of record
TOTAL VOLUME:
DESCRIPTION:

These films include marriage license indexes, marriage license record books and indexes to same, marriage certificate record books, and mixed marriage licenses and applications.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 03/01/1991.

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Records Center permanently.

Microfilm duplicate: Retain in Office permanently.

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

APPRAISAL:

This disposition is based on Utah County General Records Retention Schedule, Schedule 14, Item 25.

PRIMARY CLASSIFICATION:

Public