Retention and Classification Report

Agency: State Land Board (577)

355 W. North Temple, Suite #400
Salt Lake City, UT 84180-1204
801-538-5508

Records Officer

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14037 *Tax and county deeds records
02000 *Tax warrant investment ledger
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02029 *Water rights applications
01978 *William Steinmaker versus State of Utah case briefs

AGENCY: State Land Board

SERIES: 2068 3
TITLE: Administrative records
DATES: 1930-1965.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

Records include Rules and Regulations Governing the Issuance of Mineral Leases, research report (masters thesis), applications sent to the federal land bank, index to applications, private sale register, and the minutes of a convention of land commissioners held in Santa Fe, New Mexico.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 05/18/2011

FORMAT MANAGEMENT:

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

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

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

APPRAISAL:

Administrative Historical
These records are created by the agency administration to document the history of: research, programs, policies, procedures, leadership, and decision making processes of the agency.

AGENCY: State Land Board

SERIES: 2068
TITLE: Administrative records

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2005 3
TITLE: Appraisment register

DATES: 1896-1903.
ARRANGEMENT:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2024 3
TITLE: Attorney General's opinions
DATES: 1896-1923.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

Legal interpretations written at the request of an agency asking for guidance in enforcing, obeying, and/or interpretation of the law.

RETENTION:

Retain administrative need.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: //

FORMAT MANAGEMENT:

Paper copy: Retain in Office until administrative need ends and then destroy.

APPRAISAL:

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2090 3
TITLE: Audit record books

DATES: 1893-1920.
ARRANGEMENT: Alphanumerical
DESCRIPTION:
Holdings: Volumes 1-6.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative Fiscal Historical
Audit reports are used to identify areas where improvement is needed and to help in future financial planning. The records have research value.

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2105 3
TITLE: Audit records
DATES: 1920-1923.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2091 3
TITLE: Audited treasurer's receipts
DATES: 1923-1964.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

Agency copy of Land board funds deposited with the state treasurer. Books have been audited.

RETENTION:

Retain 3 years.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2046 3
TITLE: Bank statements

DATES: 1913-1935.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

Cancelled checks, debit/credit memoranda, deposit slips, and monthly reconciliations.

RETENTION:

Retain 3 years.

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

AUTHORIZED: //

FORMAT MANAGEMENT:

Paper: Retain in State Records Center for 3 years and then destroy.

APPRAISAL:

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 1974 3
TITLE: Biennial reports
DATES: 1896-1978.
ARRANGEMENT: Chronological
DESCRIPTION:

This series contains reports of activities from the previous year with information pertaining to agency history, mineral activities, mineral leases, land exchanges, land grazing, land grants, and finances.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 05/10/2010

FORMAT MANAGEMENT:

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

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

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

APPRAISAL:

Historical
Publications document agency history and functions. Publications have ongoing research value.

AGENCY: State Land Board

SERIES: 1974
TITLE: Biennial reports

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2020 3
TITLE: Bond invoice receipt books
DATES: 1933-1941.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2138 3
TITLE: Bonding correspondence
DATES: 1896-1950.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2065 3
TITLE: Bonds investment record books
DATES: 1896-1939.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 14164 3
TITLE: Cash receipts summary
DATES: 1935-1972.
ARRANGEMENT: none
DESCRIPTION:

RETENTION:

Retain Archives custody

DISPOSITION:
Transfer to the State Archives permanently.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1655 3
TITLE: Check stubs
DATES: 1898-1899.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2044 3
TITLE: City and county appraisers oath of office
DATES: 1896-1897.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2085 3
TITLE: Collection reports
DATES: 1909-1920.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2052 3
TITLE: Collections account books
DATES: 1897-1909.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 11960 3
TITLE: Contested school land selections letters and plats
DATES: 1928-1931.
ARRANGEMENT: Chronological.
DESCRIPTION:

Booklet of correspondence and accompanying plat maps and land descriptions. Consists of letters sent by the Federal Land Board to the State Land Board summarizing contested cases of the state's claims to certain school section land.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical Legal
Disposition based on the value of these records in documenting disputes related to the state's claims of school land.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 1982 3
TITLE: Correspondence
DATES: 1896-1959.
ARRANGEMENT: chronologically by date range, thereunder alphabetically by surname of correspondent
DESCRIPTION:

This series contains the official correspondence of the state land board pertaining to the management of state trust lands. The 1894 Enabling Act, which authorized Utah statehood, provided for liberal land grants to the state for common schools, state institutions, and internal improvements. The grants usually comprised sections 2, 16, 32, and 36 of each township. Established by the first state legislature in 1896, the Board of Land Commissioners was responsible for selling and leasing state lands and investing the proceeds for the interests of the designated beneficiaries. In addition, the passage of the Carey Act in 1894 provided grants of one million acres of federal land to arid region states to aid the reclamation of desert lands. These grants were conditional on the state s arranging for the irrigation and improvement of the land. This series includes correspondence regarding the sale and leasing of state land, requests for information on available state lands and land law, petitions for payment extensions, request for copies of annual reports, negotiations with the federal government (i.e. Department of the Interior) for land transfers, and acknowledgements from local publishing companies on the publication of notices for the sale and availability of state trust land.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

Microfilm master: Retain in State Archives permanently with

AGENCY: State Land Board

SERIES: 1982
TITLE: Correspondence

(continued)

authority to weed.

APPRAISAL:

Historical

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 1990 3
TITLE: Correspondence sent
DATES: 1911-1928.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 3691 3
TITLE: County patent and certificate registers
DATES: 1897-1949.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

The state land board provided for the sale of lands from tracts granted by the federal government. This series contains books documenting the sale of these lands through records of patent. The patents include the governor's signature, amount of sale, and the geographic data or description locating the land sold.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently 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.

APPRAISAL:

Historical Legal
This series documents the sale of lands by the state and is of historical value.

AGENCY: State Land Board

SERIES: 2019 3
TITLE: Crop mortgages release notifications
DATES: 1920-1935.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2093 3
TITLE: Daily business statements
DATES: 1939-1956.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2011 3
TITLE: Day books
DATES: 1894-1901.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 5850 3
TITLE: Emery county correspondence
DATES: 1916.
ARRANGEMENT: Alphanumerical
DESCRIPTION:

Letter and map showing county line between Carbon and Emery counties.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 84287 3
TITLE: Experimental wells case subject files
DATES: 1902-1944.
ARRANGEMENT: Alphabetical by subject
TOTAL VOLUME: 1.00 cubic foot.
DESCRIPTION:

This record series was used to keep track of experimental wells drilled in various localities throughout the state to determine the availability of irrigation water. Includes correspondence regarding experimental wells, Annual Report of Sevier River Water Distribution for the Year 1935 (bound), newspaper clips of public notices, protests of applications presented to the State Engineer, minutes of the Land Board, financial correspondence regarding applications for water rights, office procedures, miscellaneous expenditure vouchers, correspondence of several reservoir companies, and records of ten experimental wells regarding bids, location, and well leases.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 07/1989

FORMAT MANAGEMENT:

Paper: Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical
These records reveal the history of wells drilled throughout the state and the concerns of availability of irrigation water to communities from 1902-1944.

AGENCY: State Land Board

SERIES: 84287
TITLE: Experimental wells case subject files

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2112 3
TITLE: Farm loan application case files
DATES: 1896-1933.
ARRANGEMENT: Alphanumerical.
TOTAL VOLUME:
DESCRIPTION:

These records contain the records of land/farm owners applying for a farm loan. Specific information includes name of applicant, location or property, and dates of application.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
These records document the application for farm loans and property ownership.

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 05/2015.

AGENCY: State Land Board

SERIES: 84286 3
TITLE: Farm property cards
DATES: 1926-1945.
ARRANGEMENT: Alphanumerical by county thereunder by loan number
TOTAL VOLUME: 0.70 cubic feet.
DESCRIPTION:

This record series was used to verify the ownership of farm property sold by the state to individuals. The 5 X 7 cards show name of farm owner, water rights, time of foreclosure and sale (if applicable), loan number, former owner, address, name of nearest town, miles and direction from it, number of acres, water rights and number of shares, water company, number of acres cultivated, buildings on property, and, if applicable, attorney, sale, to whom, and lease record. Information is recorded on both sides of card.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 07/1989

FORMAT MANAGEMENT:

Paper: Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical Legal
This record series shows history of farm land ownership and can prove legal ownership of farm land prior to 1945.

AGENCY: State Land Board

SERIES: 84286
TITLE: Farm property cards

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 11760 3
TITLE: Federal disputed land title transcripts
DATES: 1928-1929.
ARRANGEMENT: None
TOTAL VOLUME:
DESCRIPTION:

Transcripts of the case of the United States vs. Utah regarding title to the beds of the Green, Colorado, and San Juan Rivers.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

AGENCY: State Land Board

SERIES: 2148 3
TITLE: Federal land bank application correspondence
DATES: 1933-1934.
ARRANGEMENT: Alphabetical by county.
TOTAL VOLUME:
DESCRIPTION:

Copies of letters transmitting private individual's loan applications to the Federal Land Bank. Apparently during the Depression, rather than repossessing the land when individuals defaulted, the state was facilitating their application for a federally backed loan with which to retire their mortgage to the state. The applications are not included; just copies of the cover letters.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Disposition based on the value of these records in documenting agency programs available during the Depression.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 1988 3
TITLE: Federal land disposal correspondence
DATES: 1896-1910.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 4494 3
TITLE: Federal land title disputed case files
DATES: 1913-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2110 3
TITLE: Federal national forest laws and proclamations
DATES: 1900-1925.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2009 3
TITLE: Fee book
DATES: 1897-1899.
ARRANGEMENT: chronological
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain 2 years.

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Records Center for 2 years and then destroy.

AGENCY: State Land Board

SERIES: 2002 3
TITLE: General ledgers

DATES: 1896-1974.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

General accounts ledger, showing debit and credit entries, and reflecting expenditures in summary.

RETENTION:

Retain 7 years

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: //

FORMAT MANAGEMENT:

Paper: Retain in State Records Center for 7 years and then destroy.

APPRAISAL:

AGENCY: State Land Board

SERIES: 2135 3
TITLE: Grazing lease applications
DATES: 1926-1978.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Applications, correspondence, receipts, etc., for an individual to lease state-owned lands on which to graze his livestock.

RETENTION:

Retain 5 years after lease expires.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

Paper: Retain in Office until lease expires and then transfer to State Records Center. Retain in State Records Center for 5 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Administrative Historical
Records in this series document the application for grazing leases.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2109 3
TITLE: Grazing receipts
DATES: 1909-1914.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2073 3
TITLE: Hatchtown reservoir project account book
DATES: 1905-1922.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2131 3
TITLE: Indemnity school lists
DATES: 1906-1934.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

This series contains records documenting land indemnity issues between public schools and the state land board.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
This series contains records documenting land indemnity issues between public schools and the state land board.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 1998 3
TITLE: Investment account collections book
DATES: 1935-1938.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2082 3
TITLE: Investment accounts interest and principal register
DATES: 1911-1924.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Account book showing interest and principal in various accounts such as normal school, miner's hospital, agriculture college, insane asylum, public buildings, reform school, etc.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical

These historic account books document the normal school, miner's hospital, agriculture college, insane asylum, public buildings, reform school, etc.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2086 3
TITLE: Investment registers
DATES: 1891-1912; 1908-1922.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Holdings: Books A, B, and C (1891-1912). Information is recorded under the following column headings: securities, date, percent, amount of principal, when due, when paid, amount of interest, when due, when paid, fund invested, date purchased, amount paid for principal, amount paid for accrued interest, amount paid for premium, date repaid, amount of accrued interest repaid, and remarks.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
These historic records date from the later territorial and early statehood eras. They document the activities of the Land Board.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2129 3
TITLE: Irrigation contracts
DATES: 1910-1920.
ARRANGEMENT: Numerical by contract number, or if none, by corresponding preliminary application number.
TOTAL VOLUME:
DESCRIPTION:

These agreements reflect individual leases or purchases of water rights for an irrigation season from the State Land Board. The irrigation waters are coming primarily from the Hatchtown and Piute Reservoirs.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical Legal
This series documents the history of water usage in Utah and legal ownership of water rights.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 84283 3
TITLE: Irrigation water company files
DATES: 1916-1943.
ARRANGEMENT: Alphabetical by name of irrigation company
TOTAL VOLUME: 9.00 cubic feet.
DESCRIPTION:

These records monitor and document the lease or loan of water rights or selling of water stock on public lands. Includes financial reports, correspondence (between land board, irrigation companies, and stockholders), loans, water leases, notices of public meetings, delinquent notices, assessment notices, newspaper clippings, improvement contracts, financial receipts, water stock sales, and offers to sell.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 07/1989

FORMAT MANAGEMENT:

Paper: Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical Legal
These records reveal the history of the sale and/or lease/loan of water stock on pubic lands. They contain a record of the original water rights for irrigation companies in the state.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2012 3
TITLE: Journal vouchers account book
DATES: 1920-1946.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2108 3
TITLE: Land and ranch management correspondence
DATES: 1907-1914.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2134 3
TITLE: Land appraisers correspondence
DATES: 1921-1940.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Correspondence with appraisers who are assessing public lands, specifically lands up for sale or lease to individuals.

RETENTION:

Retain 6 years.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 5 years and then destroy.

APPRAISAL:

Administrative Fiscal Historical
Records in this series document agency history, functions, and decisions. These documents have research value.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 84285 3
TITLE: Land Board investment accounts

DATES: 1913-1957.
ARRANGEMENT: Alphabetical by name of city or school district
TOTAL VOLUME: 1.00 cubic foot.
DESCRIPTION:

These records were created and kept to monitor and document the State Land Board's investments in the bonds issued by Utah cities and school districts. All such obligations had to be offered to the state prior to being sold on the open market. Includes correspondence, accounts receivable sheets, accounts payable ledgers, securities, town minutes, financial reports, cash register receipts, yearly payments, and municipal bonds. In 1941 (special session, ch. 10) all of the Land Board's investments were turned over to the State Treasurer to handle payments into the accounts.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 07/1989

FORMAT MANAGEMENT:

Paper: Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical
These records reveal the history of the sale of waterworks bonds by the state to the towns and municipalities of Utah. There is no other known source of this information in state records.

AGENCY: State Land Board

SERIES: 84285
TITLE: Land Board investment accounts

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2088 3
TITLE: Land certificate and patent assessor lists
DATES: 1908-1920.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Lists land sales for county assessors. Gives purchasers, land description, and price for lands sold by the state in each county. Complies with sections 2554 and 2516 of the 1909 Revised Statutes of Utah.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Records in this series document land ownership/transfer.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2147 3
TITLE: Land certificate reinstatement notifications
DATES: 1920-1925.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Brief letters notifying an individual that the Land Board was reinstating the individual's right to a tract of land, usually following payment to the state having been brought up to date by the individual.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Correspondence in this series document agency decisions. These records have research value.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 1979 3
TITLE: Land commission investigation records
DATES: 1920-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2143 3
TITLE: Land correspondence
DATES: 1905-1918.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Random correspondence jammed into a box with other series. Includes Federal Land Bank transmittal letters (1914), coal land classification (1907), watershed correspondence and affidavits (1909), unsold lands in forest reserve areas (1905), and land patent protest (1918).

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Policy and program correspondence documents agency functions and decisions. These documents have research value.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2041 3
TITLE: Land dispute case file
DATES: 1899-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2043 3
TITLE: Land disputes hearing petitions
DATES: 1897-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1996 3
TITLE: Land entry relinquishment agreements
DATES: 1897-1909.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1993 3
TITLE: Land lease cash book
DATES: 1913-1926.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1999 3
TITLE: Land lease payments account book
DATES: 1924-1941.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1980 3
TITLE: Land office investigation reports
DATES: 1937-1938.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1995 3
TITLE: Land ownership hearings transcripts
DATES: 1896-1906.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2039 3
TITLE: Land purchase and transfer case files
DATES: 1896-1959.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2030 3
TITLE: Land purchase applications registers
DATES: 1905-1913.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2033 3
TITLE: Land purchase applications relinquishment register
DATES: 1905-1906.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2040 3
TITLE: Land purchase loan applications
DATES: 1918-1919.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 311 3
TITLE: Land purchase nullifications
DATES: i 1908-1910.
ARRANGEMENT: Alphanumerical.
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain in Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2103 3
TITLE: Land sale receipt cash books
DATES: 1908-1920.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Receipts, Land Sales, Principal, Interest and Rental. Includes various funds: agriculture college, deaf and dumb asylum, public buildings, school fund, etc.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2047 3
TITLE: Land selection cases exhibits
DATES: 1897-1923.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2126 3
TITLE: Land status and leasing administrative records
DATES: 1896-1935.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2128 3
TITLE: Land status and leasing correspondence
DATES: 1920-1929.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1971 3
TITLE: Land surveys field notes
DATES: 1869-1897.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

These are books of field surveyors notes from 1896-1897. One of them seems to be an index to other land records entitled "Before the 1869 survey" File numbers are referenced in each county for the years 1866-1869. It is stamped as being from the office of the State Land Board, created after 1896.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
These records are significant as artifacts and also for the evidence they provide about surveying and land distribution processes.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 1997 3
TITLE: Land title assumption publication notices
DATES: 1911-1929.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2037 3
TITLE: Land title dispute case files
DATES: 1898-1920.
ARRANGEMENT: numerical by case number
TOTAL VOLUME:
DESCRIPTION:

These are case files in contested land and mining applications involving the state--instances where an individual has made application to purchase land lying within a school section, mineral rights are contested between the state and a company, etc. Files include correspondence, protests, stipulations, and so forth between individuals, attorneys, the Utah Attorney General, the Utah State Land Board, and the U.S. General Land office. Hearings were held and determinations made by the U.S. General Land Office.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative Historical Legal
The disposition of these records is based on the administrative, historical, and legal need of the Land Board.

AGENCY: State Land Board

SERIES: 2037
TITLE: Land title dispute case files

(continued)

PRIMARY DESIGNATION:
Public

SECONDARY DESIGNATION(S):
Private

AGENCY: State Land Board

SERIES: 1987 3
TITLE: Land title investigation correspondence
DATES: 1905-1908.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2092 3
TITLE: Land transmittal reports
DATES: 1958-1964.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Receipt transmittal reports of funds paid to the state treasury by the Land board. Shows datee, fund/account name or description, and amount.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2022 3
TITLE: Land use agreement
DATES: 1897-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2063 3
TITLE: Land use maps
DATES: 1933-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

The series has one map of the United States showing National Forests and Indian Reservations in Utah.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative Historical
Maps in this series document land use. The maps have research value.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 22700 3
TITLE: Laws, rules and regulations
DATES: 1896-1923.
ARRANGEMENT: Chronological.
TOTAL VOLUME:
DESCRIPTION:

This series contains land laws, rules and regulations pertaining to the Carey Land Act, Enabling Act, land grants, State Constitution, railroads, state schools, fees, fiscal and financial operations, and agency programs.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

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

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

APPRAISAL:

Historical
Disposition based on the value of these records in documenting agency regulations, policies, procedures, and function.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2045 3
TITLE: Legal briefs
DATES: 1910-1929.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

This series contains published copies of congressional hearings reports, United State Supreme Court cases and other legal documents related to the Land Board. Box labeled as "Briefs of cases involving Land Board."

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2149 3
TITLE: Litigation records

DATES: 1920-1939.
ARRANGEMENT: Alphanumerical.
TOTAL VOLUME:
DESCRIPTION:

Copies of correspondence, court documents, transcripts, etc. in cases involving the United States, the state of Utah, and individuals. Most relate to sub-surface mineral rights, some pertains to Colorado River water.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Disposition based on documentation about individuals, legal procedure, court history and functions.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 4131 3
TITLE: Loan and grant record book
DATES: 1897-1945.
ARRANGEMENT: Alphanumerical.
TOTAL VOLUME:
DESCRIPTION:

This volume records land loan applications, a securities record, a listing of newspapers around the state with their notice and advertising rates, a listing of land selections canceled at the United States Land Office in Washington D.C., a listing of applications to select land under the Carey Act, a listing of contests on preference claims, and a listing of contests on land selections.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
This disposition is based on the importance of documenting land titles over time.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2035 3
TITLE: Loan receipts account book
DATES: 1922-1924.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 11765 3
TITLE: Log
DATES: 1898-1916.
ARRANGEMENT: Chronological.
TOTAL VOLUME:
DESCRIPTION:

Logs actions taken on various issues such as applications under the Carey Land Act, sale of irrigation district bonds, requests for construction of reservoirs, etc.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Disposition based on the value of these records in documenting agency achievements, policies, programs, and function.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2096 3
TITLE: Mineral lease defaults registers
DATES: 1919-1942.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1989 3
TITLE: Mineral leases correspondence
DATES: 1938-1950.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1973 3
TITLE: Minutes
DATES: 1894-
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Minutes of open and closed committee and board meetings as required by UCA 52-4-7.5(2005), et seq. "Written minutes shall be kept of all open meetings.(UCA 52-4-7 (2005)). May include agenda, meeting minutes, transcripts, and other supporting documentation.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

AUTHORIZED: 03/02/2015

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently 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.

APPRAISAL:

Administrative Historical
These records have evidentiary value and serve as a history of board and committee actions. They contain minutes of open committee and board meetings as required by UCA 52-4-7. (2005) Records may also include agenda, recordings, recordings and minutes of closed portions of meetings, and other supporting documentation.

AGENCY: State Land Board

SERIES: 1973
TITLE: Minutes

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2089 3
TITLE: Miscellaneous expenditure vouchers
DATES: 1958-1966.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:
Vouchers authorizing claims for assorted purchases.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2087 3
TITLE: Mortgages release registers
DATES: 1914-1935.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 4016 3
TITLE: Municipal bond case files
DATES: 1940-1961.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 5906 3
TITLE: Piute pipeline project map
DATES: 1908.
ARRANGEMENT: none
TOTAL VOLUME:
DESCRIPTION:

In 1907 the Utah Legislature (Laws of Utah, 1907, chapter 13) authorized the State Board of Land Commissioners to construct reservoirs in the state for the purpose of storing water. In accordance with this endorsement, the Board managed the Piute Reservoir Project, which involved building a reservoir to provide irrigation for 35,000 acres in Sevier and Sanpete Counties. The documents in this series include a map of the pipeline to be installed for construction of the dam, and diagrams of culverts designed to channel flood waters.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Aperture cards: Retain in State Archives permanently with authority to weed.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2066 3
TITLE: Piute reservoir account books
DATES: 1921-1931.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 12351 3
TITLE: Piute reservoir and irrigation company bonds
DATES: 1922.
ARRANGEMENT:
TOTAL VOLUME:
DESCRIPTION:

These first mortgage bonds were issued to re-pay the Land Commission.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently after microfilming.

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

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

APPRAISAL:

Historical
Disposition based on the value of these records in documenting the compensation received by the Land Commission.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2036 3
TITLE: Plat measurement register
DATES: undated.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 11956 3
TITLE: Proof of publication logs
DATES: 1898-1930.
ARRANGEMENT: Chronological.
TOTAL VOLUME:
DESCRIPTION:

Records date, name of newspaper, length of time published, and publication number with occasional note of topic being published.

RETENTION:

Retain admin need

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 30.

AUTHORIZED: 03/20/2003

FORMAT MANAGEMENT:

Paper: Retain in Office until administrative need ends and then destroy.

APPRAISAL:

Administrative

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2142 3
TITLE: Proof of publication notices
DATES: 1911-1930.
ARRANGEMENT: Numerical by land serial number
TOTAL VOLUME:
DESCRIPTION:

Proof of publication submitted by various newspapers along with billing for the printing of land notices. Most concern lands (legal location and serial specified) selected by the state and provide an opportunity for anyone to contest the claim on the grounds that the same is more valuable for mineral purposes than for agricultural purposes.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative
The online County General Schedule (1-46) suggests a 6-year retention for proof of publication files.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2099 3
TITLE: Prospecting permits
DATES: 1935-1967.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2059 3
TITLE: Public cahon record
DATES: 1898-1907.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2127 3
TITLE: Public land appraisers reports
DATES: 1897-1926.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Appraisal forms giving legal location, number of acres, value per acre, total value, and character of land (eg. mountain grazing) for public land tracts.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 07/27/2010

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative Historical
Records in this series document the value of public lands. These records have administrative and research value.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2097 3
TITLE: Public land lease application case files
DATES: 1952-1953.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2094 3
TITLE: Public land lease application registers
DATES: 1897-1952.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Two volumes (9 and 12) were identified and re-accessioned in November 1992. The date range for book 9 (#6490-7324) is April 8, 1936, to January 14, 1939. The date range for book 12 (#9000-9844) is October 6, 1942, to June 5, 1944.
Information is recorded under under the following column headings: number, name and address, date filed, county, description, section, township, range, number of acres, years, rental and fee, appraisal list number, lease number, and remarks.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
These records document land lease applications during the Great Depression and World War II.

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2111 3
TITLE: Public land lease applications
DATES: 1897-1928.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 14039 3
TITLE: Public land lease books
DATES: 1897-1975.
ARRANGEMENT: numerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives until microfilmed and then destroy provided microfilm has passed inspection.

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

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

AGENCY: State Land Board

SERIES: 2132 3
TITLE: Public land lease contract registers
DATES: 1897-1953.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2095 3
TITLE: Public land lease registers
DATES: 1898-1911.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2028 3
TITLE: Public land selection and purchase applications
DATES: 1887-1909.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

Private individuals applied to the Land Board for specific tracts of land. The Land Board in turn secured the approval of the United States government (all lands were federal land initially after being acquired from Mexico in 1848) to transfer to Utah, the lands selected. These are applications from individuals asking the Land Board to select specific tracts which the individual, once Utah got the land, wanted to buy from the territory/state. The applications include the individual's name and address plus a thorough description of the land covering legal location, vegetation, soil, proposed use, etc.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
These records document the process of early land distribution and provide descriptive information. They supplement official records (land ownership records).

AGENCY: State Land Board

SERIES: 2028
TITLE: Public land selection and purchase applications

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 7053 3
TITLE: Public sales files
DATES: 1900-1930.
ARRANGEMENT: Numerical by case number
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed and then return to creating agency.

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

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2026 3
TITLE: Publications
DATES: 1911-1983.
ARRANGEMENT: Chronological
TOTAL VOLUME:
DESCRIPTION:

Documents created by the agency, including pamphlets, reports, leaflets, file manuals, and other published or processed documents. These records include information on administration, legal matters, fiscal and financial operations, land, grazing, timber, reclamation, mining, range lands, and all other activities of the State Land Board. Consists primarily of isolated publications not part of a more specific series.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule SG 1, Item 25.

AUTHORIZED: 05/18/2011

FORMAT MANAGEMENT:

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

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

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

APPRAISAL:

Historical
These diverse publications are of historical value for research purposes regarding the State Land Board over a 72 year time span.

AGENCY: State Land Board

SERIES: 2026
TITLE: Publications

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2098 3
TITLE: Purchase requisitions
DATES: 1954-1956.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2054 3
TITLE: Receipt books
DATES: 1896-1980.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain 3 years.

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Records Center for 3 years and then destroy.

AGENCY: State Land Board

SERIES: 2061 3
TITLE: Receipt books and cash invoices
DATES: 1919-1920.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain 3 years.

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Records Center for 3 years and then destroy.

AGENCY: State Land Board

SERIES: 6526 3
TITLE: Reports
DATES: 1923-1934.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2053 3
TITLE: Requisitions register
DATES: 1897-1940.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2018 3
TITLE: Reservoir loan payments receipt book
DATES: i 1914-1928.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2115 3
TITLE: Sale certificates index
DATES: undated.
ARRANGEMENT: alphabetical
TOTAL VOLUME:
DESCRIPTION:

The index records the name of the purchaser and the certificate number.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Administrative
Finding aids are used to facilitate access to other records. They need be kept only as long as the records indexed.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 2021 3
TITLE: Salt Lake County land deed
DATES: 1877-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1972 3
TITLE: Salt Lake County land survey data
DATES: 1898.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2042 3
TITLE: School land plat receipt notices
DATES: 1898-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2144 3
TITLE: School land purchase applications
DATES: 1896-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

At statehood, Utah was given sections of land by the federal government for school lands. The state then could sell those sections, giving preference to any individual who had already settled and improved the land. These are applications from individuals to purchase school lands. They give the individual's name, address, citizenship status, settlement history, and description (both legal and physical) of the land.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1994 3
TITLE: School lands exchange lists
DATES: 1936-1956.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 14038 3
TITLE: School lands sales records
DATES: undated
ARRANGEMENT: alphabetical
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives until microfilmed and then destroy provided microfilm has passed inspection.

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

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

AGENCY: State Land Board

SERIES: 1669 3
TITLE: Shell oil company land abstracts
DATES: 1960.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2137 3
TITLE: State land purchase applications
DATES: 1896-1954.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2062 3
TITLE: State owned farms account books
DATES: 1918-1939.
ARRANGEMENT: Alphanumeric
TOTAL VOLUME:
DESCRIPTION:

Three volumes (post ledgers) were accessioned in November 1992. Recorded information includes name, address, county, fund name, loan number, acres, water, sheriff's sale, sheriff's deed, quit claim deed, sold to, address, sale price, sale date, and cancelled. Additional information is recorded under the following column headings: date, abstracts attorney fees publishing, improvements, insurance, iscellaneous, original loan, water assessments, taxes, payments received, and balance.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 14037 3
TITLE: Tax and county deeds records
DATES: 1940-1983.
ARRANGEMENT: none
TOTAL VOLUME:
DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives until microfilmed and then destroy provided microfilm has passed inspection.

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

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

AGENCY: State Land Board

SERIES: 2000 3
TITLE: Tax warrant investment ledger
DATES: 1907-1918.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

This ledger records from tax warrants for Salt Lake, Weber, and Utah county towns and school districts. Columns record from whom bought, date, percent interest to and after maturity, and principal and interest installments paid.

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 5487 3
TITLE: Terminated unit agreements case files
DATES: 1952-1967.
ARRANGEMENT: Alphanumerical.
TOTAL VOLUME:
DESCRIPTION:

Legal agreements and related correspondence, maps, etc. by which a company leases public lands for oil or gas drilling. The unit agreements are regulated under the Mineral Leasing Act of February 25, 1920.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Disposition based on the value of these records in documenting the Land Board's agreements with companies in leasing public lands.

PRIMARY DESIGNATION:

Public

AGENCY: State Land Board

SERIES: 4057 3
TITLE: Time and payroll registers
DATES: 1915-1937.
ARRANGEMENT: Chronological.
TOTAL VOLUME:
DESCRIPTION:
Monthly time books showing total hours individual worked each day, wages per day, and total amount paid for the month.

RETENTION:

Retain 4 years

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
Retention and disposition for this series is authorized by Archives general schedule SG 10, Item 15.

AUTHORIZED: 03/25/2003

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 3 years and then destroy.

APPRAISAL:

Administrative

PRIMARY DESIGNATION:
Private

SECONDARY DESIGNATION(S):
Public. UCA 63G-2-301 (1)(b) (2008)

AGENCY: State Land Board

SERIES: 5853 3
TITLE: Topographical maps
DATES: 1856-1963.
ARRANGEMENT: Alphanumeric
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Aperture cards: Retain in State Archives permanently with authority to weed.

AGENCY: State Land Board

SERIES: 2070 3
TITLE: United States versus C.M. Freed trial transcripts
DATES: 1910-1988.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2058 3
TITLE: University land sales in Cache County abstract book
DATES: 1893-1899.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1977 3
TITLE: Utah lands annual statistical reports
DATES: 1897-1904.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

Historical
Disposition based on the historical value of the records series as it documents programs of state government.

PRIMARY DESIGNATION:
Public

AGENCY: State Land Board

SERIES: 2023 3
TITLE: Water bonds paid case files
DATES: 1910-1930.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2007 3
TITLE: Water contract sales register
DATES: 1915-1927.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2027 3
TITLE: Water project loan application registers
DATES: 1914-1918.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2003 3
TITLE: Water project loan register
DATES: 1910-1921.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 2029 3
TITLE: Water rights applications
DATES: 1910-1927.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

AGENCY: State Land Board

SERIES: 1978 3
TITLE: William Steinmaker versus State of Utah case briefs
DATES: 1924-1959.
ARRANGEMENT: Alphanumerical
TOTAL VOLUME:
DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:
Transfer to the State Archives with authority to weed.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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