

# Retention and Classification Report

**Agency:** Salt Lake County (Utah). Probate Court (959)  
2001 south state street  
salt lake city, UT 84190

## Records Officer

03944 \*Civil and criminal case docket books  
00373 \*Civil and criminal case files  
03939 \*Civil and criminal case minute books  
03946 \*Debtor/creditor judgment book  
85109 \*Declarations of intention and certificates of citizenship re  
03934 \*Land claim record books  
27372 \*Miscellaneous case files

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3944

4

**TITLE:** Civil and criminal case docket books

**DATES:** i 1852-1887.

**ARRANGEMENT:**

**DESCRIPTION:**

These docket books record actions taken in particular cases, on specified dates, by the Salt Lake County Probate Court. The first volumes A-1, and A-2, also constitute a record of proceedings in each case and are more detailed.

These dockets cover civil and criminal cases until 1874, and divorces until 1887. Civil cases include debt and damages, assault, foreclosure, child abuse, embezzlement, fraud, etc. Criminal cases include larceny, burglary, murder, seduction, fornication, etc. In 1874, a federal act limited the probate courts to certain divorce cases, probate, and guardianship matters. When divorce cases were removed entirely from their jurisdiction in 1887, this series was brought to a close.

**RETENTION:**

Retain permanent

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Paper: Retain in Agency Record Center permanently after being microfilmed.

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

Microfilm duplicate: For records beginning in 1852 through 1887. Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Agency Record Center permanently.

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3944

**TITLE:** Civil and criminal case docket books

(continued)

**APPRAISAL:**

Historical

This disposition is based on the information this series provides on the operation of the county probate court.

**RETENTION JUSTIFICATION:**

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 373

4

**TITLE:** Civil and criminal case files

**DATES:** 1852-1887.

**ARRANGEMENT:** Chronological by date.

**DESCRIPTION:**

In 1852, the Utah Territorial Legislature provided that the Probate Court should have jurisdiction not only in estate and guardianship matters, but original jurisdiction in civil, criminal, and chancery cases. The Probate Court could act as an appellant court to the Justice of the Peace Courts in the County, and decisions made in the Probate Court could be appealed to the District Court. This series includes those cases handled by the Probate Court which are not probate, estate, or guardianship cases. Civil cases include primarily divorce, debt, replevin, damages, delinquent tax collections, contract and property disputes, evictions, and other case types. Criminal cases include murder, larceny, rape, robbery, assault, burglary, and contempt of court charges, as well as others. Other case types include appeals, habeas corpus hearings, and inquests into deaths. In 1874, the federal Poland Act revoked the jurisdiction of the Probate Court over all but divorce and probate act ended Probate Court action in divorce cases, and with it this series. This series also includes items that are not case files as such, but individual documents filed with the court. For example, a few affidavits of slave ownership or other matters may have been filed with the court and are represented in this series. Occasionally documents such as travers jury subpoenas were at some point separated from the case file, and where identification of those records could not be made, the document is filed separately. Documents related to quarterly grand jury proceedings which could not be identified as belonging to a specific case are filed together. Individual pieces of correspondence which are not related to a case file before the court may also be included as a separate file.

**RETENTION:**

Retain Permanent.

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 373

**TITLE:** Civil and criminal case files

(continued)

**FORMAT MANAGEMENT:**

Paper: Retain in State Records Center until microfilmed and then transfer to Agency Record Center. Retain in Agency Record Center permanently.

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

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

Microfilm duplicate: Retain in Agency Record Center permanently.

**APPRAISAL:**

Historical

This disposition is based on the value of these records for documenting early criminal and civil court proceedings in Salt Lake County.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3939

4

**TITLE:** Civil and criminal case minute books

**DATES:** i 1860-1887.

**ARRANGEMENT:** The volumes and their entries are recorded chronologically. The volumes are labeled alphabetically from B through E.

**DESCRIPTION:**

These minutes record the daily proceedings of the probate court in civil and criminal matters, but are not transcripts of court cases. Cases include naturalizations; divorces; and civil disputes, most frequently over debts. Criminal cases include larceny, burglary, murder, perjury, assault, riot, embezzlement, forgery, pornography, assisting prisoners to escape, and operating without a license. Outside of probate cases (kept separate from the beginning), the probate court's jurisdiction was limited to only some divorce cases after 1874, so after that date, only divorce proceedings are recorded in these minutes. In 1887, a federal act revoked the jurisdiction of the probate court in all but probate matters, thereby bringing this series of minute books to a close. Cases may span multiple dates. The names of plaintiff, defendant, jurors, witnesses, councilors, and judge are noted. The charge or complaint; a statement that councilors presented their cases, including names of witnesses testifying, but not including the testimony; and details of the judgment are recorded as well.

**RETENTION:**

Retain permanent

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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

Microfilm duplicate: Retain in State Archives permanently with

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3939

**TITLE:** Civil and criminal case minute books

(continued)

authority to weed.

Microfilm duplicate: Retain in Agency Record Center permanently.

**APPRAISAL:**

Historical

These records document the actions of the territorial county probate court which became obsolete at statehood. Any information about the probate court and its functions is historically significant.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3946

3

**TITLE:** Debtor/creditor judgment book

**DATES:** 1872-1874.

**ARRANGEMENT:** chronological

**DESCRIPTION:**

This volume of the Salt Lake County Probate Court is a judgment docket with columns for listing case number, judgment debtor's name, judgment creditor's name, date of entry and book of entry of judgment, date and court of appeals, date of entry of satisfaction of judgment, and remarks.

**RETENTION:**

Retain permanent

**DISPOSITION:**

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**RETENTION AND DISPOSITION AUTHORIZATION:**

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**FORMAT MANAGEMENT:**

Paper: Retain in Agency Record Center permanently.

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Microfilm duplicate: Retain in Agency Record Center permanently.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 85109

4

**TITLE:** Declarations of intention and certificates of citizenship record book

**DATES:** i 1858-1872.

**ARRANGEMENT:**

**DESCRIPTION:**

This book contains statements of individuals' intentions to become United States citizens. The volume also contains a record of certificates of citizenship issued to newly naturalized citizens.

The declarations contain blanks for the individual's name, his sovereign, date, and signatures of the individual and court clerk. The certificates give the date, applicant's name, nationality, date of declaration of intention, names of those testifying to the applicant's character, ruler's name, and a standardized summary of the procedures and the applicant's oath of allegiance. Certificates for those who entered the U.S. as adults and those who entered as minors are recorded separately.

**RETENTION:**

Retain permanent

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Paper: For records beginning in 1858 through 1872. Retain in Agency Record Center permanently after being microfilmed.

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Microfilm duplicate: Retain in Agency Record Center permanently.

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 85109

**TITLE:** Declarations of intention and certificates of citizenship record book

(continued)

**APPRAISAL:**

Historical

This disposition is based on the value of these records in documenting citizenships granted in Utah's courts.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3934

3

**TITLE:** Land claim record books

**DATES:** i 1871-1894.

**ARRANGEMENT:** Chronological

**TOTAL VOLUME:** 2.70 cubic feet.

**DESCRIPTION:**

These volumes record the procedure by which occupants of land in Salt Lake City could obtain title to their land which was classified as part of the public domain. The procedure was established under the Federal Townsite Act of 1867 (14 Stat. 541) and amended for Salt Lake City's larger land base in 1870 (16 Stat. 183).

Three volumes of declaratory statements show statements filed by individuals to claim ownership. One volume records a court hearing to determine land ownership. The outcomes of the hearings were recorded in volumes of adjudication records. The final volume in the series constitutes a docket which records a scant summary of all these events in an attenuated form. The volumes include such information as the name of the claimant to the land, the legal description of the land, witnesses or corroborating evidence of the claim, dates, and findings.

**RETENTION:**

Retain permanent

**DISPOSITION:**

Retain in agency custody.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**FORMAT MANAGEMENT:**

Paper: Retain in Agency Record Center permanently and then microfilm.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Agency Record Center permanently.

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 3934

**TITLE:** Land claim record books

(continued)

**APPRAISAL:**

Historical

This disposition is based on the legal and historical trail provided to how Salt Lake City's first settlers acquired title to their lands.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Salt Lake County (Utah). Probate Court

**SERIES:** 27372

3

**TITLE:** Miscellaneous case files

**DATES:** 1852-1871.

**ARRANGEMENT:** Chronological by date.

**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.

**APPRAISAL:**

Historical

Disposition based on documentation about individuals, legal procedure, court history and functions. Case files have legal and administrative value to the court through dismissal or satisfaction of the final judgment. They enforce or protect private rights and prevent or redress private wrongs. The value of the judge's decrees and final judgments to parties in an action may well extend beyond their immediate administrative use.

The volumes were retained in hard copy based on intrinsic value with microfilm provided for reference use. These records were transferred to the State Archives by the county before the creation of a county archives. Hard copy was returned to the county archives 26 July 2001.

**PRIMARY DESIGNATION:**

Public