Retention and Classification Report

Agency: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District) (546)
450 South State Street
P.O. Box 140431
Salt Lake City, UT 84114-0431
801-238-7734

Records Officer: _____

03607	Case files
20318	Tooele County legal case files

AGENCY: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District)

SERIES: 3607 3

TITLE: Case files

DATES: 1905-

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

These case files document juvenile cases heard in the Third District Juvenile Court.

RETENTION:

Retain for 28 year(s) after date of birth

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office until subject turns twenty one and then transfer to State Records Center. Retain in State Records Center for 7 years and then destroy.

Microfilm master: Retain in State Records Center for 28 years after birth date of subject of record and then destroy.

Microfilm duplicate: Retain in Office for 28 years after birth date of subject of record and then destroy.

APPRAISAL:

These records have administrative value(s).

Records have temporary administrative value and may be destroyed according to retention schedule.

PRIMARY DESIGNATION:

Exempt Judicial Council Rule of Judicial Administration 4-202.03(9)

AGENCY: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District)

SERIES: 20318 3
TITLE: Tooele County legal case files
DATES: 1972-
ARRANGEMENT: Chronological by date of birth, thereunder alphabetical.
ANNUAL ACCUMULATION: 1.00 cubic foot.
DESCRIPTION:

These case files document juvenile cases handled by the juvenile court.

RETENTION:

Retain for 28 year(s) after date of birth

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records have administrative value(s).

APPROVED: 07/1995

FORMAT MANAGEMENT:

Paper: Retain in Office until subject of record turns 21 years of age and then transfer to State Records Center. Retain in State Records Center for 7 years and then destroy.

PRIMARY DESIGNATION:

Exempt Rule 4-202.03(9), CJA