

Retention and Classification Report

Agency: Wasatch County (Utah). County Assessor (1403)

Wasatch County Administration Bldg.
25 North Main
Heber City, UT 84032

Records Officer: _____

16907 Appraisal cards

AGENCY: Wasatch County (Utah). County Assessor

SERIES: 16907

3

TITLE: Appraisal cards

DATES: 1900-

ARRANGEMENT: Numerical by serial number

DESCRIPTION:

This informational card and file folder contains the complete information on the appraisal and assessment of real estate. The card contains the taxpayers name; property address; serial number; legal description, including acreage, improvements (size, style, quality of building, list of taxable features or improvement, and photographs of improvements); assessed valuations for land and improvements; and contain work sheets factoring fair market value (Utah Code 59-5-2 (2017)).

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Assessor appraisal cards, GRS-201.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 5 years after scanned and then transfer to State Archives with authority to weed.

Computer data files: Retain in Office permanently.

APPRAISAL:

These records have fiscal, and/or historical value(s).

This retention is based upon the assessor's general records retention schedule (6/6/86).

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(continued)

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Private.	Private income information. 63G-2-3(2)(b) (2018).
Protected.	Protected.Utah Code 63G-2-305(22)(2018).

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 04/2019.