

Retention and Classification Report

Agency: Kane County (Utah). County Treasurer (1478)

Kane County Courthouse
76 North Main Street
Kanab, UT 84741

Records Officer: _____

83804	Tax assessment rolls
06043	Tax assessment rolls indexes

AGENCY: Kane County (Utah). County Treasurer

SERIES: 83804

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TITLE: Tax assessment rolls

DATES: i 1878-

ARRANGEMENT: Chronological

DESCRIPTION:

These rolls are a record of annual assessments and the payments of property taxes. "By November 1, the county auditor must deliver the corrected assessment roll to the county treasurer, together with a signed statement" (UCA 59-2-326 (2003)). The rolls include date, location and description of property, total evaluation, assessed valuation, total exemptions, value as corrected, amount due, and amount paid.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

AUTHORIZED: 03-01-2016

FORMAT MANAGEMENT:

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

Microfilm duplicate: Retain in Office permanently.

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

Paper: For records beginning in 1878 through 1892. Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

AGENCY: Kane County (Utah). County Treasurer

SERIES: 83804

TITLE: Tax assessment rolls

(continued)

APPRAISAL:

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

Tax assessment rolls are historically valuable because they identify all property owners within a county.

PRIMARY DESIGNATION:

Public

AGENCY: Kane County (Utah). County Treasurer

SERIES: 6043

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TITLE: Tax assessment rolls indexes

DATES: 1888-

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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