Retention and Classification Report

Agency: District Court (Seventh District : Carbon County) (1697)

149 East 100 South
Price, UT 84501
435-637-7349

Records Officer: _____

04644	Adoption case files
84954	Civil case files
04031	Criminal case files
14184	General fee books
28676	Grand jury records
84955	Judgment books
14179	Judgment dockets
14183	Juror and witness time and fee books
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04640	Probate case files
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14181	Probate registers of action
14185	Register of claims
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AGENCY: District Court (Seventh District : Carbon County)

SERIES: 4644 3
TITLE: Adoption case files
DATES: 1902-
ARRANGEMENT: Numerical by case number
DESCRIPTION:

These case files document all adoptions handled in the District Court for Carbon County.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 9 years after being microfilmed and then destroy provided microfilm has passed inspection.

Microfiche master: Retain in State Archives permanently.

Microfiche duplicate: Retain in Office permanently.

APPRAISAL:

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

This disposition is based on the importance of these records in documenting adoptions which are important for research purposes.

PRIMARY DESIGNATION:

Exempt	Adoption case files are sealed for 100 years, except for the adoption decree, which may be accesses by the adult adoptee or the adoptive parent. UCA 78-30-19 and see also CJA Rule 6-406(5) (which has been repealed)

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 84954 3
TITLE: Civil case files
DATES: 1896-
ARRANGEMENT: Numerical by case number.
DESCRIPTION:

Original complaint or summons, and all legal papers filed through disposition or dismissal of civil cases, the proceedings between parties wherein rights are enforced or protected, or wrongs are prevented or redressed, which cannot legally be called criminal cases, involving real property and incidents in Carbon County. Transcripts and exhibits are not included. Civil cases include petitions for divorce, suits to recover money, voluntary withdrawal or dissolution of corporations, and writs of habeas corpus.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently or until microfilmed.

Microfilm master: Retain in State Archives permanently.

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

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

APPRAISAL:

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

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.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 84954
TITLE: Civil case files

(continued)

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 03/2015.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 4031 3
TITLE: Criminal case files
DATES: 1896-
ARRANGEMENT: Numerical by case number.
DESCRIPTION:

Includes records pertaining to Butch Cassidy (Cassady).

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently or until microfilmed.

Microfiche master: Retain in State Archives permanently.

Microfiche duplicate: Retain in Office permanently.

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

Paper: Retain in State Archives permanently.

APPRAISAL:

These records have historical value(s).

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.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 4031
TITLE: Criminal case files

(continued)

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 03/2015.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14184 3
TITLE: General fee books
DATES: 1970-
ARRANGEMENT: Chronological
DESCRIPTION:

These books documents fees and fines collected by the district court.

RETENTION:

Retain for 3 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 3 years and then destroy.

APPRAISAL:

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

Maintain as long as the court has administrative, fiscal, and legal need and then destroy as per the Court Retention Schedule.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 28676 3
TITLE: Grand jury records
DATES: 1925-
ARRANGEMENT: Chronological.
DESCRIPTION:

This series contains the grand jury records created following the inquest and empanelling of a grand jury in response to the lynching of Robert Marshall.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

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

APPRAISAL:

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

This series has permanent historical and legal value as representative documentation of the functioning of grand juries in Utah, and more particularly as evidence gathered after a lynching in Utah.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 28676
TITLE: Grand jury records

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 84955 3
TITLE: Judgment books
DATES: 1982-
ARRANGEMENT: Numerical by case number.
DESCRIPTION:

This series documents judgments for civil matters processed and filed in the Seventh District Court in Carbon County. These records provide information on the actual court case including information generated during or after the final judgment. They may also contain information from governmental agencies including: the Tax Commission, Industrial Commission, and Unemployment.

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series are authorized by the Administrative Office of the Courts.

APPROVED: 11/2003

FORMAT MANAGEMENT:

Paper: Retain in Office for 5 years and then microfilm and destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfiche master: Retain in State Archives permanently.

Microfiche duplicate: Retain in Office permanently.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 84955
TITLE: Judgment books

(continued)

APPRAISAL:

These records have historical value(s).

Disposition based on documentation about individuals, legal procedure, court history and functions. Book(s) serve as a vital record essential for the operation of the court and its ability to fulfill obligations to the public.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14179 3
TITLE: Judgment dockets
DATES: 1896-
ARRANGEMENT: Chronological by date.
DESCRIPTION:

This series contains the Judgment Dockets produced by the Seventh District Court in Sanpete County. Dockets function as an agenda for the proceedings of the court, written in abstract or brief form to act as a record of the action relative to each case. The docket generally contains the following information: Plaintiff, Defendant, Nature of the Case, Attorneys for the Plaintiff and Defendant, Case Number, Date and Nature of each action taken in the case, any applicable fees for the action, along with the judge's disposition of the case.

RETENTION:

Permanent. Retain for 9 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 04/2016

FORMAT MANAGEMENT:

Paper: Retain in Office for 50 years and then transfer to State Archives with authority to weed.

APPRAISAL:

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

Disposition based on documentation about individuals, legal procedure, court history and functions. Book(s) serve as a vital record essential for the operation of the court and its ability to fulfill obligations to the public.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14179
TITLE: Judgment dockets

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14183 3
TITLE: Juror and witness time and fee books
DATES: 1960-
ARRANGEMENT: Chronological by date.
DESCRIPTION:

These books document fees paid to persons serving on juries.

RETENTION:

Retain for 3 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 3 years and then destroy.

APPRAISAL:

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

Maintain as long as the court has administrative and legal need and then destroy as per the Court Retention Schedule.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 21841 3
TITLE: Minute book indexes
DATES: 1896-
ARRANGEMENT: Numerical by volume indexed, thereunder alphabetical.
DESCRIPTION:

Gives case number, plaintiff and defendant names, and page numbers.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: For records beginning in 1924 through 1929. Retain in State Archives permanently with authority to weed.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 4640 3
TITLE: Probate case files
DATES: 1896-
ARRANGEMENT: Numerical by case number.
DESCRIPTION:

Files involving the formal and informal distribution of estates according to interstate succession, wills, and codicils. Probate case files also pertain to guardianships and sometimes adoptions as well as the estates of deceased persons.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

APPROVED: 07/1993

FORMAT MANAGEMENT:

Paper: Retain in Office permanently or until microfilmed.

Microfiche master: Retain in State Archives permanently.

Microfiche duplicate: Retain in Office permanently.

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

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

APPRAISAL:

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

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. Because they enforce or protect private rights and prevent or redress private wrongs, the

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 4640
TITLE: Probate case files

(continued)

value of the judge's decrees and final judgments to parties in the action may well extend indefinitely.

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt. Estates of deceased persons are public. Adoptions are sealed so film must be previewed by staff before being given to patrons.

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 03/2015.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 1063 4
TITLE: Probate record books
DATES: i 1895-1966; 1973-
ARRANGEMENT: Alphanumerical with chronological entries.
DESCRIPTION:

Probate record books contain detailed proceedings in estate and guardianship cases. Personal name change cases may also appear for deceased persons, the will, appraisals and inventories, and the settlements are recorded. For guardianships, the appointment of a guardian and frequently an account of some property are noted. Adoption records give the full order of adoption, often with statements from both the natural and adoptive parents or a social service agency detailing circumstances of the adoption. The county probate court was responsible for the proceedings of these cases until statehood (1896), at which time the probate court was dissolved and the district court assumed the responsibility.

RETENTION:

Permanent. Retain for 50 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Microfilm master: For records beginning in 1895 through 1986. Retain in State Archives permanently.

Microfilm duplicate: For records beginning in 1895 through 1986. Retain in State Archives permanently.

Paper: Retain in Office permanently after being microfilmed.

APPRAISAL:

These records have historical value(s).

Disposition based on the value of these records in fully documenting probate proceedings in the court as well as the valuable information they contain related to socioeconomic and family data.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 1063
TITLE: Probate record books

(continued)

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt.	UCA 78-30-15 (2008). As of 1 July 1999, adoptions become public after 100 years; until then they are sealed and only obtainable through the court. These books include occasional reference to adoptions.

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 06/2018.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14181 3
TITLE: Probate registers of action
DATES: 1896-
ARRANGEMENT: Numerical by case number.
DESCRIPTION:

These registers document probate cases handled in the Seventh District Court.

RETENTION:

Permanent. Retain for 50 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series are authorized by the Administrative Office of the Courts.

APPROVED: 07/1995

FORMAT MANAGEMENT:

Paper: Retain in Office for 50 years and then transfer to State Archives.

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

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

APPRAISAL:

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

Disposition based on the value of these records in fully documenting probate proceedings in the court as well as the valuable information they contain related to socioeconomic and family data.

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14181
TITLE: Probate registers of action

(continued)

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt.	UCA 78-30-15 (2008). As of 1 July 1999, adoption records become public after 100 years; until then they are sealed and only obtainable through the court. These books include information about adoptions cases

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14185 3
TITLE: Register of claims
DATES: undated
ARRANGEMENT: Chronological
DESCRIPTION:

Register of claims in the 7th District Court in Carbon County.

RETENTION:

Permanent. Retain for 9 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 9 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have historical value(s).

Disposition based on documentation about individuals, legal procedure, court history and functions. Book(s) serve as a historically useful record for documenting the operation of the court and its ability to fulfill obligations to the public.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Seventh District : Carbon County)

SERIES: 14187 3
TITLE: Wills filed and recorded
DATES: undated
ARRANGEMENT: Chronological
DESCRIPTION:

RETENTION:

Permanent. Retain for 9 year(s)

DISPOSITION:
Transfer to Archives.

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

FORMAT MANAGEMENT:

Paper: Retain in Office for 9 years and then transfer to State Archives with authority to weed.