

Retention and Classification Report

Agency: Carbon County (Utah). County Sheriff (1765)

240 West Main
Price, UT 84501

Records Officer: _____

84953 Jail booking files

AGENCY: Carbon County (Utah). County Sheriff

SERIES: 84953

3

TITLE: Jail booking files

DATES: i 1954-

ARRANGEMENT: Numerical by booking number

DESCRIPTION:

These are records of prisoners confined in the county jail. They include the prisoner's name, alias, sheriff's office number, booking number, offense, address, arresting officer's name, date committed, term of sentence, and discharge date.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Mug shot records, GRS-2029.

AUTHORIZED: 04-03-2018

FORMAT MANAGEMENT:

Paper: Retain in Office until microfilmed and then 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.

APPRAISAL:

These records have administrative value(s).

Disposition based on value of records documenting jail bookings beginning in 1954 for research purposes.

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(continued)

PRIMARY DESIGNATION:

Private