# American express monitoring report (GRS-2530)

## **Utah General Retention Schedule**

## Description

These reports are generated by American Express and show expenditures made by state employees on agency American Express credit cards.

## **Retention and Disposition**

Retain for 3 years, and then destroy records.

## Categories

People with Disabilities

#### **Effective**

06/1995

#### **Previous Schedule Number**

SG-4(1116)-6