

This schedule has been discontinued. Please use GRS-1199: Library accession records.

Accession records (GRS-1421) (DISCONTINUED)

Utah General Retention Schedule

Description

These records document the accession of library materials. They include title, publisher's name, date ordered and received, list price, and discount price.

Retention and Disposition

Retain until administrative need ends and then destroy; accession books created before 1960 permanent, transfer to State Archives with authority to weed..

Categories

Library

Effective

06/1997 – 04/2018

Previous Schedule Number

SD-13-1