

**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