

**This schedule has been discontinued. Please use GRS-370: Warrant records.**

## **Warrant worksheets (GRS-1090) (DISCONTINUED)**

### **Utah General Retention Schedule**

#### **Description**

These are worksheets used to collect all information necessary for use in the processing and serving of warrants by the police department. They usually include addresses, telephone numbers, copies of return showing when warrant was served, any computer searches (e.g., motor vehicle), and investigation notes.

#### **Retention and Disposition**

Retain for 3 years, and then destroy records.

#### **Categories**

Law Enforcement

#### **Effective**

08/1996 – 04/2018

#### **Previous Schedule Number**

MUN-21-42