

Collection case files (GRS-219)

Utah General Retention Schedule

Description

These case files document the prosecution of all actions for the recovery of debts, fines, penalties, and forfeitures accruing to the county (Utah Code 17-18a-501(2018)). They include various court filings, attorney's notes, and final judgment.

Retention and Disposition

Retain for 2 years, and then destroy records.

Appraisal

These records have administrative, and/or fiscal value(s).

Appraisal Note

Value of records is based on their usefulness for carrying out the agency's current business.

Categories

Legal

Effective

04/2018

Previous Schedule Number

CO-12-2