

This schedule has been discontinued. Please use GRS-1730: Submitted petition records.

Petition files (GRS-275) (DISCONTINUED)

Utah General Retention Schedule

Description

These files contain the formal written petitions from county residents submitted to the county commission proposing action. Each petition contains a statement of purpose on proposed action and signatures and addresses of petitioners. It is the responsibility of the county clerk to "preserve and file all petitions" (UCA 17-5-20-1.7 (2000)). Signatures must be verified to determine whether petitioners are registered voters.

Retention and Disposition

Permanent. Retain for 5 years after final action. Transfer records to the archives.

Categories

Clerk

Effective

03/1991 – 04/2018

Previous Schedule Number

CO-14-32