

# Firms reports (GRS-2321)

## Utah General Retention Schedule

### Description

Reports of accounting information contained in the state accounting system, including budget, grant, payroll, revenue expense, and accounting reports; and bank reconciliations.

### Retention and Disposition

Retain for 1 year, and then destroy records.

### Categories

Financial Management

### Effective

10/2000

### Previous Schedule Number

SG-6(229)-13