

# Food item purchase log (GRS-2322)

## Utah General Retention Schedule

### Description

Provides a record of the current prices paid for food items purchased by the Food Services Section of the Prison. The logs are used for budgeting and ordering future items. Includes price paid, vendor's name, current status of contract and the food item.

### Retention and Disposition

Retain until superseded, and then destroy records.

### Categories

Financial Management

### Effective

10/2000

### Previous Schedule Number

SG-6(229)-14