

Trust account records (GRS-2491)

Utah General Retention Schedule

Description

These records document bank statements from client trust accounts and are used to manage financial and audit records. Information includes returned checks, financial statements, and bank transactions.

Retention and Disposition

Retain for 4 years, and then destroy records.

Categories

Child and Family Services

Effective

03/1999

Previous Schedule Number

SG-1(1116)-33