

# Material project files (GRS-2587)

## Utah General Retention Schedule

### Description

These records document how the agency meets state and federal requirements for material certification and testing. Records may include material certifications, testing documentation, weigh tickets, Buy America certification documentation, materials book, material submittals, construction materials forms, and other associated correspondence and documentation.

### Retention and Disposition

Retain for 7 years, and then destroy records.

### Appraisal

These records have administrative value(s).

### Categories

Region

### Effective

10/2017

### Previous Schedule Number

SG-1(1177)-4