

Special tax refund books (GRS-953)

Utah General Retention Schedule

Description

These books are used to record the payment of refunds for the overpayment of special taxes. They contain the name of special tax project, extension number, page number, owner, lot number, block number, plat or subdivision, number of front feet, refund per feet, date refunded and amount, total abatement refunds, revenue, and surplus for project.

Retention and Disposition

Retain for 3 years after final action, and then destroy records.

Appraisal

These records have administrative, and/or fiscal value(s).

Appraisal Note

Fiscal value is based on the need to maintain the records for financial audit or financial obligations.?

Categories

Special Assessment

Effective

03/1989

Previous Schedule Number

MUN-12-7