

# Retention and Classification Report

**Agency:** Carbon County (Utah). County Recorder (235)

Carbon County Courthouse  
120 East Main  
Price, UT 84501  
435-636-3244

## **Records Officer**

|       |                                       |
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| 14946 | Abstract records (tract indexes)      |
| 20370 | Grantor and grantee indexes           |
| 13147 | Military discharges                   |
| 03715 | Mortgage indexes                      |
| 20371 | Mortgagee/mortgagor indexes           |
| 83868 | Official records                      |
| 03740 | Plat map books                        |
| 20372 | Signee/signer indexes (miscellaneous) |

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 14946 3

**TITLE:** Abstract records (tract indexes)

**DATES:** 1894-

**ARRANGEMENT:** Alphabetical by subdivision name; Numerical by section, township, and range

**DESCRIPTION:**

These records contain the history of property ownership by providing "a true chain of title to each tract or parcel and the encumbrances thereon as shown by the records of the office" by geographical location (UCA 17-21-6(6) (1990)). They contain the date and character of the instrument, book and page, entry number, and legal description.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule County official records, GRS-305.

**AUTHORIZED:** 07-06-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently.

Digital image: Retain in Office permanently.

Computer output microfiche master: Retain in State Archives permanently.

Computer output microfiche duplicate: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Office permanently.

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 14946

**TITLE:** Abstract records (tract indexes)

(continued)

**PRIMARY DESIGNATION:**

Public UCA 17-21-19 (1990)

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 20370

3

**TITLE:** Grantor and grantee indexes

**DATES:** 1894-

**ARRANGEMENT:** Alphabetical by surname

**DESCRIPTION:**

These are alphabetical indexes where "all deeds and final judgments or decrees partitioning or affecting title as to possession of real property." The grantors' index contains the "number of the instrument, name of each grantor in alphabetical order, name of the grantee, date of instrument, time of filing, kind of instrument, consideration, the book and page and entry number in which it is recorded, and a brief description of the premises" (UCA 17-21-6(2) (1995)). The grantee's index contains the same information, but is alphabetical by each grantee (UCA 17-21-6(3) (1995)).

**RETENTION:**

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**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**AUTHORIZED:** 07-06-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Office permanently.

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 20370

**TITLE:** Grantor and grantee indexes

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 13147

4

**TITLE:** Military discharges

**DATES:** 1944-[ongoing]

**ARRANGEMENT:** Chronological in recording date order.

**DESCRIPTION:**

Utah Code states that upon presentation, the county recorder shall record honorable discharges from the military, naval, or marine service of the United States, and any orders, citations, and decorations of honor relating to a person while in the military service of the United States. County recorders' copies are considered evidence with the same effect as the original (Utah Code, 17-21-14, 2000). Military discharge records include extensive personal information, as well as military service and discharge information. Most discharges in this series relate to veterans of World War II or the Korean War. A few World War I discharges are scattered throughout the series.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Microfilm master: For records beginning in 1944 and continuing to the present. Retain in State Archives permanently with authority to weed.

Microfilm duplicate: For records beginning in 1944 and continuing to the present. Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

These records have historical value(s).

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 13147

**TITLE:** Military discharges

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 3715

3

**TITLE:** Mortgage indexes

**DATES:** 1943-

**ARRANGEMENT:** Alphabetical by mortgagee and mortgagor names.

**DESCRIPTION:**

These are legal instruments recorded by the county recorder concerning all "mortgages, deeds of trust, liens, and all other instruments in the nature of an encumbrance upon real estate" (UCA 17-21-6(4,5) (1995)). There are two alphabetical indexes concerning mortgagors and mortgagees. In some counties mortgage records are compiled separately, while in other counties they are part of the "Official records."

**RETENTION:**

Permanent. Retain until administrative need ends

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule County official records, GRS-305.

**AUTHORIZED:** 07-06-2018

**FORMAT MANAGEMENT:**

Paper: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

These records have historical value(s).  
These records provide easy access to Carbon County mortgages.

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 3715

**TITLE:** Mortgage indexes

(continued)

**PRIMARY DESIGNATION:**

Public UCA 17-21-19 and 63G-2-301(1)(g) (2008)

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 20371

3

**TITLE:** Mortgagee/mortgagor indexes

**DATES:** 1894-

**ARRANGEMENT:** Alphabetical by surname

**DESCRIPTION:**

These two alphabetical indexes index recorded mortgages. They are legal instruments recorded by the county recorder concerning all "mortgages, deeds of trust, liens, and all other instruments in the nature of an encumbrance upon real estate" (UCA 17-21-6(4,5) (1995)). They include name of mortgagor, name of mortgagee, date recorded, and book and page.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**AUTHORIZED:** 07-06-2018

**FORMAT MANAGEMENT:**

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**PRIMARY DESIGNATION:**

Public

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 83868

4

**TITLE:** Official records

**DATES:** 1965-

**ARRANGEMENT:** Numerical by book number, thereunder chronological  
**DESCRIPTION:**

The official record is a compilation of the documents registered by the county recorder. Beginning in 1965 records were registered together as well as in separate volumes. Contained in the Official Record are: Abstractor bonds, bills of sale, medical certification records, United States Military discharges, affidavits, powers of attorney, lis pendens, land agreements, redemption certificates, gas and oil leases, deeds, mortgages, mining records, water records, leases, and liens. This series also includes certificates of appointments for bishops and stake presidents in the Church of Jesus Christ of Latter-day Saints.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

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**AUTHORIZED:** 07-06-2018

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Digital image: Retain in Office permanently.

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 83868

**TITLE:** Official records

(continued)

**APPRAISAL:**

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

These are officially recorded public documents. There is a legal requirement for their perpetual maintenance. UCA 17-21-1.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 3740

3

**TITLE:** Plat map books

**DATES:** 1899-

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

These are plat maps showing property ownership and property lines for real estate within the county. The county recorder "shall prepare and keep present-ownership maps and plats drawn to a convenient scale, which shall at all times show the record owners of each tract of land in the county, together with a description of the tract" (UCA 17-21-21 (1995)).

**RETENTION:**

Permanent. Retain until administrative need ends

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Paper: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

These records have historical value(s).  
The plat map book provides a historical snapshot of land ownership in Carbon County.

**PRIMARY DESIGNATION:**

Public UCA 17-21-19 and 63G-2-301(1)(g) (2008)

**AGENCY:** Carbon County (Utah). County Recorder

**SERIES:** 20372

3

**TITLE:** Signee/signer indexes (miscellaneous)

**DATES:** 1894-

**ARRANGEMENT:** Alphabetical by name

**DESCRIPTION:**

The index contains the date of instrument, date of filing, entry number, book and page, type of instrument, from, to, and remarks.

**RETENTION:**

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**DISPOSITION:**

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**PRIMARY DESIGNATION:**

Public