

## Retention and Classification Report

**Agency:** Utah Expositions Commission (321)

, UT

**Records Officer:** \_\_\_\_\_

|       |                                   |
|-------|-----------------------------------|
| 01199 | *Correspondence and subject files |
| 19670 | *Financial records                |
| 19671 | *Minutes                          |
| 14108 | *Panama reports                   |

**AGENCY:** Utah Expositions Commission

**SERIES:** 1199

4

**TITLE:** Correspondence and subject files

**DATES:** 1913-1916.

**ARRANGEMENT:** Alphabetical by subject.

**DESCRIPTION:**

Subject files created by the Expositions Commission document the planning, construction, furnishing, maintenance, and closing of the Utah buildings and exhibits at the Panama-Pacific and Panama-California Expositions in 1915. The primary record type is correspondence. Contracts, bids, reports, pamphlets, photographs, and newspaper clippings are also included.

**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).

This disposition is based on the value of these records as documentation of the Expositions Commission.

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 07/2015.

**AGENCY:** Utah Expositions Commission

**SERIES:** 19670

4

**TITLE:** Financial records

**DATES:** 1913-1916.

**ARRANGEMENT:** None.

**DESCRIPTION:**

Two ledgers documenting the receipts and expenditures of the Expositions Commission for the Panama-Pacific and Panama-California Expositions. The first is the Commission's Financial Records, which includes summaries of receipts and refunds, and exhibit, budget, and individual expense accounts. Most entries include a note about the nature of the expense or income. The second book is the Commission Treasurer's Report to the Governor. It includes an itemized list of checks drawn and deposits made.

**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).

This disposition is based on documentation of the Expositions Commission's activities.

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 07/2015.

**AGENCY:** Utah Expositions Commission

**SERIES:** 19671

4

**TITLE:** Minutes

**DATES:** 1913-1916.

**ARRANGEMENT:** Alphabetical by name of Commission.

**DESCRIPTION:**

This series consists of three sets of documents: the minutes of the Expositions Commission and the minutes of the two sub-commissions, the San Diego Executive Commission and the San Francisco Executive Commission. The San Diego Executive Commission was responsible for Utah State's presence at the Panama-California Exposition, and the San Francisco Executive Commission was responsible for the State's presence at the Panama-Pacific Exposition.

**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).

This disposition is based on documentation of the Expositions Commission.

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 07/2015.

**AGENCY:** Utah Expositions Commission

**SERIES:** 14108

**TITLE:** Panama reports

**DATES:** 1915.

**ARRANGEMENT:** None.

**DESCRIPTION:**

Microfilm copy of a volume produced by the Panama-Pacific Exposition. This is not a publication of the Utah commission, although they may have received complimentary copies of the book. The volume describes the exposition in general with little mention of Utah.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Paper: Retain in Office until microfilmed and then destroy provided microfilm has passed inspection.

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

Microfilm duplicate: Retain in Office permanently.

**APPRAISAL:**

This disposition is based on the fact that the volume was not created by a Utah agency.

**PRIMARY DESIGNATION:**

Public

**REVIEW AND UPDATE STATUS:**

This report was reviewed and updated on 09/2017.