

## Retention and Classification Report

**Agency:** Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District)  
(546)  
450 South State Street  
P.O. Box 140431  
Salt Lake City, UT 84114-0431  
801-238-7734

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

03607	Case files
20318	Tooele County legal case files

**AGENCY:** Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District)

**SERIES:** 3607

3

**TITLE:** Case files

**DATES:** 1905-

**ARRANGEMENT:** Numerical by case number.

**DESCRIPTION:**

These case files document juvenile cases heard in the Third District Juvenile Court.

**RETENTION:**

Retain for 28 year(s) after date of birth

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

Paper: Retain in Office until subject turns twenty one and then transfer to State Records Center. Retain in State Records Center for 7 years and then destroy.

Microfilm master: Retain in State Records Center for 28 years after birth date of subject of record and then destroy.

Microfilm duplicate: Retain in Office for 28 years after birth date of subject of record and then destroy.

**APPRAISAL:**

These records have administrative value(s).

Records have temporary administrative value and may be destroyed according to retention schedule.

**PRIMARY DESIGNATION:**

Exempt Judicial Council Rule of Judicial Administration 4-202.03(9)

**AGENCY:** Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Third District)

**SERIES:** 20318

3

**TITLE:** Tooele County legal case files

**DATES:** 1972-

**ARRANGEMENT:** Chronological by date of birth, thereunder alphabetical.

**ANNUAL ACCUMULATION:** 1.00 cubic foot.

**DESCRIPTION:**

These case files document juvenile cases handled by the juvenile court.

**RETENTION:**

Retain for 28 year(s) after date of birth

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records have administrative value(s).

**APPROVED:** 07/1995

**FORMAT MANAGEMENT:**

Paper: Retain in Office until subject of record turns 21 years of age and then transfer to State Records Center. Retain in State Records Center for 7 years and then destroy.

**PRIMARY DESIGNATION:**

Exempt Rule 4-202.03(9), CJA