

## Retention and Classification Report

**Agency:** Summit County (Utah). County Clerk (1132)

Summit County Courthouse  
P.O. Box 128  
Coalville, UT 84017  
435-336-4451

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

20004	Marriage license applications
06128	Marriage licenses

**AGENCY:** Summit County (Utah). County Clerk

**SERIES:** 20004

3

**TITLE:** Marriage license applications

**DATES:** 1887-

**ARRANGEMENT:** Numerical by application number

**DESCRIPTION:**

These are forms completed by couples applying for marriage licenses. They are used to prove their identity and record other pertinent information which permits the couple to receive their license. The application include the following information: "the full names of the contracting parties, including the maiden name of the female, the present place of residence of each, the date and place of birth (town or city, county, state or country, if possible), the names of their respective parents, including the maiden name of the mother, the birth places of fathers and mothers (town or city, county, state or country, if possible), and the distinctive race or nationality of each of the parent. If the female is a widow, her maiden name shall be shown in brackets" (UCA 30-1-8 (1995)).

**RETENTION:**

Permanent. Retain until administrative need ends

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** 08-29-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently after being microfilmed.

Microfiche master: Retain in State Records Center permanently.

Microfiche duplicate: Retain in Office permanently.

**AGENCY:** Summit County (Utah). County Clerk

**SERIES:** 20004

**TITLE:** Marriage license applications

(continued)

**PRIMARY DESIGNATION:**

Exempt UCA 26-2-22(2008)

**AGENCY:** Summit County (Utah). County Clerk

**SERIES:** 6128

4

**TITLE:** Marriage licenses

**DATES:** i 1887-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

This series contains copies of the marriage licenses granted in Beaver County. The information includes names, addresses, and ages of bride and groom; date and number of licenses; date of marriage; title and signature of person performing the ceremony; and signatures of bride, groom, witnesses, and county clerk.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Vital records, GRS-285.

**AUTHORIZED:** 08-29-2018

**FORMAT MANAGEMENT:**

Microfilm master: Retain in State Records Center permanently.

Paper: Retain in Office permanently after being microfilmed.

Microfiche master: Retain in State Records Center permanently.

Microfiche duplicate: Retain in Office permanently.

**APPRAISAL:**

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

Marriage licenses are required pursuant to (UCA 30-1-7 (1995)).

Marriage licenses also have significant historical value.

**AGENCY:** Summit County (Utah). County Clerk

**SERIES:** 6128

**TITLE:** Marriage licenses

(continued)

**PRIMARY DESIGNATION:**

Public