

Retention and Classification Report

Agency: Uintah County (Utah). County Recorder (1233)

147 East Main
Vernal, UT 84078
435-781-0770

Records Officer: _____

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AGENCY: Uintah County (Utah). County Recorder

SERIES: 81499

3

TITLE: Abstract records

DATES: 1880-

ARRANGEMENT: Numerical by section/township/range

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

these large books provide the history of land ownership in Uintah County. They record change of ownership. By statute they are permanent and public (UCA 17-21-1).

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 after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 81500

3

TITLE: Cemetery abstracts

DATES: i 1880-

ARRANGEMENT: Alphabetical by area name

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These volumes record the ownership of cemetery plots.

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 after Microfilming.

Microfilm master: Retain in Archives permanently.

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 317

3

TITLE: Federal lien notices index

DATES: ca. 1945-

ARRANGEMENT: Alphabetical by name.

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

This is an index to federal tax liens and discharges. It includes name and residence of taxpayer names in tax lien notice, collector's serial number, date and hour of filing, the amount of lien with interest, penalties, and costs, and date of release of lien (UCA 38-6-(1995)).

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 certificates of discharge, GRS-296.

AUTHORIZED: 09-01-1991

FORMAT MANAGEMENT:

Paper: Retain in Office permanently provided microfilmed.

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

APPRAISAL:

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

These records have historical value based on their evidence of the significant effects of governmental programs and actions on individuals, communities, and the natural and man-made environment.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 317

TITLE: Federal lien notices index

(continued)

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 10/2019.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83233

3

TITLE: Fee and entry books

DATES: 1888-

ARRANGEMENT: Chronological

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These records reflect the payment of fees for the recording of legal instruments. They contain the amount of fee paid for recording or filing; entry number; book and page recorded; and type of instruments. They are arranged numerically by entry number (UCA 17-21-6(1)).

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 Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83233

TITLE: Fee and entry books

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 81497

3

TITLE: General deeds and miscellaneous records index

DATES: 1889-

ARRANGEMENT: Alphabetical by name

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These volumes contain verbatim copies of deeds recorded by the county recorder. They contain the book and page number, address of grantee, legal description of property. Some counties separate deeds, while others compile them as part of the "Official records."

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Deed records, GRS-735.

AUTHORIZED: 12-03-2018

FORMAT MANAGEMENT:

Paper: Retain in Office until Microfilming and then Retain Original in Office..

Microfilm master: Retain in Office permanently.

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 81497

TITLE: General deeds and miscellaneous records index

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 22522

4

TITLE: Mining deeds

DATES: 1903-1905

ARRANGEMENT: Chronological by date filed

DESCRIPTION:

Mining records, which constitute a legal record, are kept for the purpose of monitoring and registering mining claims and operations. This series contains deeds which provide the name of the claim, grantors, grantees, location, legal description, date of transfer, and the mining district.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

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 State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Because of the importance of mining information, which documents the monitoring and registering of mining operations, the County Recorder is required by law to maintain mining records and their corresponding indexes.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 22522

TITLE: Mining deeds

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 22523

4

TITLE: Mining notices of location

DATES: 1903

ARRANGEMENT: Chronological by date filed

DESCRIPTION:

Mining records, which constitute a legal record, are kept for the purpose of monitoring and registering mining claims and operations. This series contains notices of location which provide the name of the claim, locators, location, legal description and the mining district.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

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 State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

Because of the importance of mining information, which documents the monitoring and registering of mining operations, the County Recorder is required by law to maintain mining records and their corresponding indexes.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 22523

TITLE: Mining notices of location

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83236

4

TITLE: Mining records

DATES: 1889-

ARRANGEMENT: Chronological by date filed

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

Mining records, which constitute a legal record, are kept by the county recorder for the purpose of monitoring and registering mining claims and operations. Mining records contain notices of location which provide the name of claim, locators, locations, legal description, and the mining district; proofs of labor which record the work performed at each mine annually; and deeds which record information affecting the title to the mining property. Until the law changed in 1897 mining districts in Utah had the option of electing their own mining district recorder. Many of the larger districts within Utah chose to elect their own recorders while claims and other records within smaller mining districts or in unorganized areas were filed with the county recorder. Beginning in 1897, all mining records in the county were filed with the county recorder.

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 Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83236

TITLE: Mining records

(continued)

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Because of the importance of mining information, which documents the monitoring and registering of mining operations, the County Recorder is required by law to maintain mining records and their corresponding indexes.

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 6138

4

TITLE: Mining records indexes

DATES: 1887-

ARRANGEMENT: Chronological

DESCRIPTION:

These alphabetical indexes for mining records were created by the Uintah County Recorder to facilitate access to the Mining Records. The series provides the instrument number, name of locators or grantors, name of claim or grantee, name of district or location, kind of instrument, when filed, record book, page number and remarks. The indexes contains two sections, the direct and the indirect. The indirect or reverse section is alphabetical by the name of the locator or grantor while the direct section is alphabetical by the name of the claim or grantee.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

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 State Archives permanently with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Because of the importance of mining information, which documents the monitoring and registering of mining operations, the County Recorder is required by law to maintain mining records and their corresponding indexes.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 6138

TITLE: Mining records indexes

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83234

3

TITLE: Mortgage indexes

DATES: [ca.1948]-

ARRANGEMENT: Alphabetical by name

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These are indexes for mortgages recorded with the county recorder to show a property title as security on a loan. The information includes entry number; date of mortgage; names of mortgagor and mortgagee; amount of mortgage; legal description of property; terms of mortgage; and signature of mortgagor; certification of notary public; date recorded; and signature of county recorder.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 12/1988

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 83234

TITLE: Mortgage indexes

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 85053

3

TITLE: Official plats

DATES: 1980-

ARRANGEMENT: alphabetical by title of plat

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

These are the official plats recorded by the county recorder by statute. They include: boundary maps, zoning plats, annexation plats, road dedication plats, section breakdown plats, water district plats, sewer district plats, and miscellaneous official plats.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 12/1988

FORMAT MANAGEMENT:

Paper: Retain in Office permanently and then microfilm.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 85053

TITLE: Official plats

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 6914

4

TITLE: Official records

DATES: 1880-

ARRANGEMENT: Numerical according to book number, thereunder chronological

DESCRIPTION:

These are copies of all official records recorded with the county recorder including deeds, mortgages, mining records, military discharges, etc. Upon payment of fees for the same, the recorder must record in the "Official record" book all papers, documents, records, and other writings required or permitted by law to be recorded. In some counties all recorded instruments are compiled together as part of the "Official records", while others compile each type of instrument separately (See Deed records, Mortgage records, Mining records, Water records, etc.)

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 until microfilmed and then RETURN ORIGINAL TO OWNER.

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

Microfilm duplicate: Retain in Office permanently.

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

AGENCY: Uintah County (Utah). County Recorder

SERIES: 6914

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: Uintah County (Utah). County Recorder

SERIES: 22520

3

TITLE: Oil and gas leases

DATES: 1924-

ARRANGEMENT: Chronological

DESCRIPTION:

This series contains oil and gas leases with information pertaining to agreements, names of lessors and lessees, dates, legal description, etc.

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 after being microfilmed.

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

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

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 81496

1

TITLE: Plat map books

DATES: 1987-

ARRANGEMENT: Numerical by book and page number

ANNUAL ACCUMULATION: 5.00 cubic feet.

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:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

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

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 81501

3

TITLE: Powers of attorney books

DATES: 1900-

ARRANGEMENT: Numerical by book and page

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

These alphabetical indexes are used to access information concerning the granting of powers of attorney located within the official records. They include "the date and time of recording, the book, the page, and entry date (UCA 17-21-6(1)(h)(2011)).

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 after Microfilming.

Microfilm master: Retain in Archives permanently.

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 82302

3

TITLE: Subdivision maps

DATES: 1900-

ARRANGEMENT: Alphabetical by letter

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

These are plat maps for new subdivisions. Before a subdivision is officially created a subdivision plat must be recorded with the county recorder (UCA 10-9-26). These maps show the blocks, lots and streets within the subdivision; square foot measurements; fire hydrants; building lines; power and light lines; dimensions, sections, name of subdivision; owner's and parcel numbers.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 09/1988

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently.

APPRAISAL:

These records have administrative, and/or historical value(s). This retention is based upon UCA 17-21-6, which indicates all official records of the county recorder are both permanent and public records.

AGENCY: Uintah County (Utah). County Recorder

SERIES: 82302

TITLE: Subdivision maps

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Uintah County (Utah). County Recorder

SERIES: 17196

3

TITLE: Tax sale records

DATES: 1880-

ARRANGEMENT: Chronological, thereunder numerical by taxing district

ANNUAL ACCUMULATION: 0.30 cubic feet.

DESCRIPTION:

these are a summary of annual assessments and payments on delinquent property taxes.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Deed records, GRS-735.

AUTHORIZED: 12-03-2018

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

PRIMARY DESIGNATION:

Public