

Retention and Classification Report

Agency: Weber County (Utah). County Assessor (1286)

Weber Center
2380 Washington Blvd. #380
Ogden, UT 84401

Records Officer: _____

10613	Appraisal cards
05102	School tax ledger

AGENCY: Weber County (Utah). County Assessor

SERIES: 10613

3

TITLE: Appraisal cards

DATES: 1985-

ARRANGEMENT: Numerical by parcel number.

DESCRIPTION:

These records contain the complete information on the appraisal and assessment of real property. The folders contain the taxpayer's name, property address, serial number, legal description including acreage, improvements (size, quality of building, list of taxable features of improvement and photographs of improvements), assessed valuations for land and improvements, notes regarding Board of Equalization adjustments, and factoring worksheets.

RETENTION:

Permanent. Retain for 1 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Assessor appraisal cards, GRS-201.

AUTHORIZED: 04-20-2018

FORMAT MANAGEMENT:

Paper: Retain in Office permanently or until administrative need ends and then transfer to State Archives.

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

Computer data files: Retain in Office permanently.

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as documentation of the function of the county appraiser and of the built environment in the county.

AGENCY: Weber County (Utah). County Assessor

SERIES: 10613

TITLE: Appraisal cards

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Weber County (Utah). County Assessor

SERIES: 5102

3

TITLE: School tax ledger

DATES: 1896-

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:

May 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.