

## Retention and Classification Report

**Agency:** West Valley City (Utah). Police Department (1353)

3575 South Market Street  
West Valley City, UT 84119  
801 966-3226

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

06850	*Case logs
06849	Felony and fatal accident case files

**AGENCY:** West Valley City (Utah). Police Department

**SERIES:** 6850

3

**TITLE:** Case logs

**DATES:** 1983-1986.

**ARRANGEMENT:** chronological

**DESCRIPTION:**

these logs are a record of all cases West Valley Police investigated.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Criminal history records, GRS-2030.

**AUTHORIZED:** 08-01-2015

**FORMAT MANAGEMENT:**

Microfilm master: Retain in Office for 5 years or until obsolete and then destroy.

Microfilm duplicate: Retain in State Records Center for 5 years and then destroy.

Paper: Retain in Office for 5 years after being microfilmed and then destroy provided microfilm has passed inspection and provided not part of case file.

**PRIMARY DESIGNATION:**

Private

**AGENCY:** West Valley City (Utah). Police Department

**SERIES:** 6849

3

**TITLE:** Felony and fatal accident case files

**DATES:** 1981-

**ARRANGEMENT:** Numerical by case number

**DESCRIPTION:**

These case files are created as a result of a complaint or other actions with resulting investigation by the police department concerned. They are the central case files for all fatal traffic accidents and felony cases handled by the West Valley City Police Dept.

**RETENTION:**

Retain for 5 year(s)

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Misdemeanor and felony investigation files, GRS-2023.

**AUTHORIZED:** 04-03-2018

**FORMAT MANAGEMENT:**

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

Microfilm master: Retain in State Records Center for 5 years and then destroy.

Microfilm duplicate: Retain in Office for 5 years and then destroy.

**AGENCY:** West Valley City (Utah). Police Department

**SERIES:** 6849

**TITLE:** Felony and fatal accident case files

(continued)

**PRIMARY DESIGNATION:**

Protected