

## Retention and Classification Report

**Agency:** Kane County (Utah). County Treasurer (1478)

Kane County Courthouse  
76 North Main Street  
Kanab, UT 84741

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

83804	Tax assessment rolls
06043	Tax assessment rolls indexes

**AGENCY:** Kane County (Utah). County Treasurer

**SERIES:** 83804

4

**TITLE:** Tax assessment rolls

**DATES:** i 1878-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

These rolls are a record of annual assessments and the payments of property taxes. "By November 1, the county auditor must deliver the corrected assessment roll to the county treasurer, together with a signed statement" (UCA 59-2-326 (2003)). The rolls include date, location and description of property, total evaluation, assessed valuation, total exemptions, value as corrected, amount due, and amount paid.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**AUTHORIZED:** 03-01-2016

**FORMAT MANAGEMENT:**

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

Microfilm duplicate: Retain in Office permanently.

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

Paper: For records beginning in 1878 through 1892. Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

**AGENCY:** Kane County (Utah). County Treasurer

**SERIES:** 83804

**TITLE:** Tax assessment rolls

(continued)

**APPRAISAL:**

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

Tax assessment rolls are historically valuable because they identify all property owners within a county.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Kane County (Utah). County Treasurer

**SERIES:** 6043

3

**TITLE:** Tax assessment rolls indexes

**DATES:** 1888-

**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.