

Retention and Classification Report

Agency: Wayne County (Utah). County Treasurer (1522)

Wayne County Courthouse
18 South Main, P.O. Box 187
Loa, UT 84747
435-836-2765

Records Officer: _____

13452	Financial aid dead files
84087	Tax assessment rolls
13451	*Tax assessment rolls index
07069	*Tax sale records

AGENCY: Wayne County (Utah). County Treasurer

SERIES: 13452

3

TITLE: Financial aid dead files

DATES: undated

ARRANGEMENT: alphabetical by surname

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

AGENCY: Wayne County (Utah). County Treasurer

SERIES: 84087

4

TITLE: Tax assessment rolls

DATES: i 1893-

ARRANGEMENT: Chronological

DESCRIPTION:

The county treasurer records tax assessments given to individuals and businesses on a yearly basis, and then records payment of the tax. The assessment rolls show name and address of owner or possessor of property; legal description of the land and valuation of real estate; value of improvement; list of personal property and value; amount of taxes distributed to various taxing units; total amount of taxes; date of payment and remarks. Individuals tax rolls were divided into two categories, real estate and personal property (which includes all livestock and equipment). Business assessment rolls subdivide based on the type of company and the type of equipment or stock they own. Most companies will have rolling stock (cars or trains), buildings and other equipment. Public Utilities and Mines are treated separately, because of the nature of their business. They record all natural resources that the company draws upon, and are taxed accordingly.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Assessment roll records, GRS-734.

AUTHORIZED: 03-01-2016

FORMAT MANAGEMENT:

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

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently with

AGENCY: Wayne County (Utah). County Treasurer

SERIES: 84087

TITLE: Tax assessment rolls

(continued)

authority to weed.

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: Wayne County (Utah). County Treasurer

SERIES: 13451

3

TITLE: Tax assessment rolls index

DATES: 1920-1976.

ARRANGEMENT: none

DESCRIPTION:

This index is a listing of all property owners in the county. The index includes the property owner's name and reference number where listed in the tax roll.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Assessment roll records, GRS-734.

AUTHORIZED: 03-01-2016

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Wayne County (Utah). County Treasurer

SERIES: 7069

4

TITLE: Tax sale records

DATES: i 1914-1985.

ARRANGEMENT: Numerical by book number, thereunder alphanumeric by section, range, block, or lot
DESCRIPTION:

This is the record of property sold for delinquent taxes by the county treasurer's office. Information includes name of person to whom property was assessed; legal description of property; date of sale; volume and page where property was entered in the assessment roll; amounts of taxes and penalty attached; total amount due; name of person to whom property was sold; and date of redemption and name of redeemer, if redeemed, and redemption certificate number.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 30 years and then transfer to State Archives with authority to weed.

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

PRIMARY DESIGNATION:

Public