

Retention and Classification Report

Agency: Hooper (Utah) (1546)

Ogden City

,

Records Officer: _____

84755	*Burial-transit permits
29074	Ordinances

AGENCY: Hooper (Utah)

SERIES: 84755

3

TITLE: Burial-transit permits

DATES: 1958-1966.

ARRANGEMENT: Chronological.

DESCRIPTION:

This application is used to obtain a permit to allow the removal of burial remains in accordance with UCA 26-2-17(3) (1995). It includes death certificate number, deceased's name, birth date, birth place, death date, place of death, name of next of kin or other person authorizing disposition, disposition (burial, cremation, or other), funeral home, address, license number, name of person issuing permit, date issued, registrar's signature, how body was disposed (burial, cremated, other), date permit issued, cemetery name, place, county, state, and signature of person in charge.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently.

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: Hooper (Utah)

SERIES: 29074

1

TITLE: Ordinances

DATES: 2000-

ARRANGEMENT:

DESCRIPTION:

Ordinances document formal rulings of local legislative bodies, and include original ordinances and resolutions, codified ordinances, and indexes.

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:

Computer data files: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as documentation of decisions and actions of the city council.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 02/2017.