

Retention and Classification Report

Agency: District Court (Sixth District : Kane County) (1692)

Kane County Courthouse
76 North Main Street
Kanab, UT 84741
435-644-2052

Records Officer: _____

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27789	*Certificates of citizenship record book
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AGENCY: District Court (Sixth District : Kane County)

SERIES: 28657

3

TITLE: Administrative Files

DATES: 1909-1921.

ARRANGEMENT: Chronological by order of business.

DESCRIPTION:

These are the administrative files of the Sixth Judicial judges, Joseph H. Erickson and Henry N. Hayes. The files contain orders relating to the administrative matters of the court including appointment of inheritance tax appraisers, fixing court terms, appointment of jury commissioners, managing the drawing of jurors, ordering new trials, recording stipulations in cases, scheduling hearings for naturalizations, lists of qualified jurors and jury duty certificates.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as sample documentation of the day to day workings of the court.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28669

3

TITLE: Bonds of guardianship files

DATES: 1897-1979.

ARRANGEMENT: Chronological by creation date.

DESCRIPTION:

This series contains bonds of guardianship and bonds of administrators. The series contains only the bonds and not any case files or other materials related to the case. The bonds are required as insurance that the the appointed administrator or guardian will properly safeguard the interests of the estate or minor individual in the case.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

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

Microfilm master: 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 the operation of the court in probate matters.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27789

3

TITLE: Certificates of citizenship record book

DATES: 1896-1912.

ARRANGEMENT: Chronological by date of entry.

DESCRIPTION:

To become a citizen of the United States, an individual normally filed a "declaration of intention to become a citizen" at least two years prior to applying for citizenship. The next step was the naturalization hearing at which the candidate and witnesses either made oral statements or filed written petitions and affidavits attesting to the applicant's character, worthiness to become a citizen, and the validity of statements made to the court. If the judge found the applicant eligible to become a citizen, an oath was administered and the individual renounced his former citizenship. At this point a certificate of citizenship was issued documenting the fact. The certificates in this series summarize the hearing and oaths.

The applicant's name and current nationality were noted. The applicant was required to give evidence that he had declared his intention to become a citizen at least two years earlier. Two U.S. citizens attested that the applicant had resided in the United States at least five years and in Utah territory at least one year. They also testified that the applicant was of good moral character and behaved in a manner supportive of the U.S. Constitution. The applicant was sworn to support the Constitution and renounce allegiance to his former nation and particularly, by name, to its ruler.

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.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27789

TITLE: Certificates of citizenship record book

(continued)

APPRAISAL:

These records have historical value(s).

Based on the historical value of these records in tracking individuals who naturalized in the Sixth District Court in Kane County.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27790

3

TITLE: Citizenship certificate stubs

DATES: 1908-1929.

ARRANGEMENT: Numerical by certificate number.

DESCRIPTION:

This series contains stubs for certificates of citizenship issued by the court to newly naturalized citizens. The court clerk was responsible for sending the Bureau of Immigration and Naturalization in Washington D.C. a duplicate of the certificate, "and to make and keep on file in his office a stub for each certificate so issued by him, whereon shall be entered a memorandum of all the essential facts set forth in such certificate." (Naturalization Act of June 29, 1906, Sec. 12, p. 117 in the Compiled Laws of Utah 1907. Charles S. Tingey, 1908, Salt Lake City.)

The essential facts included both filing information and personal history information on the individual such as number of certificate; name; age; dates issue and filing; name, age, and place of residence of wife; names, ages, and places of residence of minor children; date of order; and signature of holder.

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.

APPRAISAL:

These records have historical value(s).

This disposition is based on the record's secondary informational value to researchers. These naturalization records are important sources for both the family historian and historical scholar studying immigration and ethnic settlement in Utah.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27790

TITLE: Citizenship certificate stubs

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28659

3

TITLE: City lots sale records

DATES: 1899-1916.

ARRANGEMENT: Chronological by date of creation.

DESCRIPTION:

Prior to statehood the probate judge had jurisdiction over lots and parcels of land in Kane County. After statehood the court was charged with overseeing the sale of lots in Kanab City and Glendale town site. This material contains information about the process of the sale. The file includes proof of posting, requests for lots, financial accounts, plot maps, and receipts.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

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

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

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as sample documentation of the courts handling of probate issues as they relate to land and property.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 10570

3

TITLE: Civil and criminal case files

DATES: 1896-1957.

ARRANGEMENT: Numerical by case number and generally chronological by filing date.

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 50 years and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

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

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Historic court records provide information about individuals and about legal processes. Civil cases include divorces and ownership issues. Civil judgments may be of longstanding relevance, particularly judgments on water rights issues.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27770

3

TITLE: Civil and criminal registers of actions

DATES: 1896-1987.

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

Civil cases document the legal process and the administration of justice in conjunction with civil proceedings for the determination of a controversy between parties wherein rights are enforced or protected, or wrongs are prevented or redressed. Records and documents pertaining to a particular civil action are filed together by the court clerk and collectively these documents constitute the case file. As these records or actions are filed, the clerk enters them in the registers which comprise this series. The clerk is required as documents enter the case file to make a notation that shows "the nature of each paper filed or writ issued and the substance of each order or judgment of the court and of the returns showing execution of process. The notation of an order or judgment shall show the date the notation is made. When trial by jury has been properly demanded or ordered the clerk shall enter the word 'jury' on the page assigned to that action" [UCA 79 (b) (2)].

A register of actions may contain the following entries for each civil case: name of the attorney for plaintiff and defendant, name of the judge presiding over the case, petitions, complaints, summons, answers to summons, orders from the court, assignment of judges, exhibits, judgment, findings and conclusions, costs, decrees, requests by attorneys for instructions to the jury, verdict, motions for cross complaints or new trials, amendments to previous answers and disclaimers.

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.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27770

TITLE: Civil and criminal registers of actions

(continued)

APPRAISAL:

These records have historical value(s).

This disposition is based on the legal and historical value of the REGISTERS OF ACTIONS. The court clerk is required by law [UCA X, (79) (a)] to keep a register of actions that functions as a chronological list of papers filed and fees paid which relate to individual civil actions.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28649

3

TITLE: Civil case files

DATES: 1920-

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

RETENTION:

Permanent. Retain for 50 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

Paper: Retain in Office for 50 years and then transfer to State Archives with authority to weed.

Microfilm master: 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 the civil cases handled by the court.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 24250

3

TITLE: Commissioner's record of town lots sold

DATES: 1899-1916.

ARRANGEMENT: Chronological by date.

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This book documents the disposal of certain town lots in Kanab and Glendale. The clerk of the court was appointed by the Court to serve as Court Commissioner "to sell and dispose of at public auction, certain parcels of unclaimed land within the Kanab and Glendale town site surveys. This small book documents those sales.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 10/2002

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfilm duplicate: Retain in State Archives permanently.

APPRAISAL:

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

This disposition is based on the continuing legal value in determination of land ownership and secondary historical value of documenting life in Kane County.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28646

3

TITLE: Criminal case files

DATES: 1923-

ARRANGEMENT: Numerical by case number and generally chronological by filing date.

DESCRIPTION:

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series are authorized by the Administrative Office of the Courts.

APPROVED: 04/2011

FORMAT MANAGEMENT:

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

Microfilm master: 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 criminal cases and the work handled by the court.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27774

3

TITLE: Criminal registers of action

DATES: 1976-1987.

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

Records and documents pertaining to a particular civil, criminal or probate action are filed together by the court clerk and collectively these documents constitute the case file. As these records or actions are filed, the clerk enters them in the registers which comprise this series.

A register of actions may contain the following entries for each case: name of the attorney for plaintiff and defendant, name of the judge presiding over the case, petitions, complaints, summons, answers to summons, orders from the court, assignment of judges, exhibits, judgment, findings and conclusions, costs, decrees, requests by attorneys for instructions to the jury, verdict, motions for cross complaints or new trials, amendments to previous answers, disclaimers, bonds, and inventories.

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.

APPRAISAL:

These records have historical value(s).

This disposition is based on the legal and historical value of the District Court REGISTERS OF ACTIONS. The court clerk is required by law [UCA X, (79) (a)] to keep register of actions that functions as a chronological list of papers filed and fees paid which relate to individual actions.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27774

TITLE: Criminal registers of action

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27779

3

TITLE: Declaration of intention record book

DATES: 1907-1928.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

To become a citizen of the United States, an individual normally filed a "declaration of intention to become a citizen" at least two years prior to applying for citizenship. The next step was the naturalization hearing at which the candidate and witnesses either made oral statements or filed written petitions and affidavits attesting to the applicant's character, worthiness to become a citizen, and the validity of statements made to the court. If the judge found the applicant eligible to become a citizen, an oath was administered and the individual renounced his former citizenship. At this point a certificate of citizenship was issued documenting the fact. These volumes contain recorded copies of the declarations of individuals' intentions to later become United States citizens and to renounce current citizenship. The first forms contain little more than the declarant's name and native country, but forms after 1906 contain more detailed information about both the individual and his family.

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.

APPRAISAL:

These records have historical value(s).

These records provide detailed information on Kane county immigrants.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27779

TITLE: Declaration of intention record book

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28658

3

TITLE: Grand Jury reports

DATES: 1901-1912.

ARRANGEMENT: Chronological by date of creation.

DESCRIPTION:

This series contains information concerning criminal cases reviewed by the grand jury. Some files include testimony of witnesses examined. The Grand Jury also had the responsibility to investigate the condition of the jail and the court records. Information concerning the condition of the jail and records are also included in the reports.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

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

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

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as sample documentation of cases brought before the Grand Jury.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27769

3

TITLE: Index to civil and criminal actions

DATES: 1896-1987.

ARRANGEMENT: Alphabetical by surname of defendant.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

This appraisal is based on the fact that this is one of the only known sources available for accessing historic case files from the court which have a permanent retention.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27791

3

TITLE: Information and indictment record books

DATES: 1898-1916.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

Gives background into charges in historic criminal cases in Kane County.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27776

3

TITLE: Judgment dockets

DATES: 1896-1957.

ARRANGEMENT: Alphabetical by surname.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

This series is historically valuable since it provides access to the case files and all court proceedings.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27775

3

TITLE: Judgment record books

DATES: 1896-1962.

ARRANGEMENT: Chronological by filing date.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

Disposition based on documentation about individuals, legal procedure, court history and functions. Book(s) serve as a vital record essential for the operation of the court and its ability to fulfill obligations to the public.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 18228

3

TITLE: Minute books

DATES: 1896-1975.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

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

Paper: Retain in Office permanently.

APPRAISAL:

These records have historical value(s).

Disposition is based on the value of these records in understanding all actions associated with the case files of the court.

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt. UCA 78-30-15 (2008). As of 1 July 1999, adoptions become public after 100 years; until then they are sealed and only obtainable through the court. These books include occasional reference to adoptions.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28668

1

TITLE: Miscellaneous records

DATES: 1897-1973.

ARRANGEMENT: Chronological by creation date.

DESCRIPTION:

These files were kept with the Court records, but did not fit in with other series. Some files are in folders marked "Miscellaneous," but most are not. They contain preliminary hearings, complaints issued by Kanab City, transcripts, orders, and bonds. The records also include complaints and transcripts of testimony concerning cases in other Utah courts. In some cases people that lived in Kane County were involved with these cases in other counties. Also contains information concerning actions related to unpaid taxes, coroner's inquests, exhibits, and other records kept by the court. Some of these files may have been accidentally separated from files in the probate series, the civil cases or the criminal cases.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

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

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

APPRAISAL:

These records have historical value(s).

This series is of permanent historical value as sample documentation of the day to day dealings of the court.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27787

3

TITLE: Naturalization petition book

DATES: 1908-1927.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

These records provide detailed information on Kane county immigrants.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27773

3

TITLE: Probate case files

DATES: 1896-

ARRANGEMENT: Numerical by case number and generally chronological by filing date.

DESCRIPTION:

Case files pertaining primarily to the estates of deceased persons, minors, and the incompetent. May also include adoptions.

RETENTION:

Permanent. Retain for 50 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 50 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have historical, and/or legal value(s).
Disposition based on documentation about individuals, legal procedure, court history and functions. Case files have legal and administrative value to the court through dismissal or satisfaction of the final judgment. They enforce or protect private rights and prevent or redress private wrongs. The value of the judge's decrees and final judgments to parties in an action may well extend beyond their immediate administrative use.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Kane County)

SERIES: 27773

TITLE: Probate case files

(continued)

SECONDARY DESIGNATION(S):

Exempt.

This series contains adoption case files which are sealed for 100 years in accordance with Utah Code 78B-6-141. Adoption decrees may be accessed by the adoptive parents and the adult adopted child.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 18262

3

TITLE: Probate orders and decrees

DATES: 1896-1963.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

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.

APPRAISAL:

These records have historical value(s).

Disposition based on the value of these records in fully documenting probate proceedings in the court as well as the valuable information they contain related to socioeconomic and family data.

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt. UCA 78-30-15 (2008). As of 1 July 1999, adoptions become public after 100 years; until then they are sealed and only obtainable through the court. These books include occasional reference to adoptions

AGENCY: District Court (Sixth District : Kane County)

SERIES: 18269

3

TITLE: Probate registers of actions

DATES: 1896-1988.

ARRANGEMENT: Numerical by case number, thereunder chronological by date.

DESCRIPTION:

Probate registers log actions taken by the court in the settlements of the estates of deceased persons, guardianships, adoptions, and other probate division cases.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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

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

Paper: Retain in Office permanently.

APPRAISAL:

These records have historical value(s).

Disposition based on the value of these records in fully documenting probate proceedings in the court as well as the valuable information they contain related to socioeconomic and family data.

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt. UCA 78-30-15 (2008). As of 1 July 1999, adoptions become public after 100 years; until then they are sealed and only obtainable through the court. These books include occasional reference to adoptions.

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28656

3

TITLE: State Hospital commitment case files

DATES: 1918-

ARRANGEMENT: Chronological by filing date.

DESCRIPTION:

This series contains case files for individuals committed to the State Hospital by the court.

RETENTION:

Permanent. Retain for 50 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Error - Format Type is invalid.

Paper: Retain in Office for 50 years and then transfer to State Archives with authority to weed.

Microfilm master: 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 determining competency of individuals.

PRIMARY DESIGNATION:

Private

This series contains health information and other information about individuals that would be considered private for 75 years (Utah Code 63G-2-310).

AGENCY: District Court (Sixth District : Kane County)

SERIES: 28656

TITLE: State Hospital commitment case files

(continued)

SECONDARY DESIGNATION(S):

Controlled.

This series may contain health information that is considered controlled for 75 years (Utah Code 63G-2-310).

AGENCY: District Court (Sixth District : Kane County)

SERIES: 29879

3

TITLE: Wills deposited for safekeeping

DATES: 1890-2017.

ARRANGEMENT:

DESCRIPTION:

These original wills were deposited by individuals with district courts for safekeeping, as per Utah Code 75-2-901 (2016). Wills are legal instruments which divide an individual's possessions and assets among his/her beneficiaries and include information concerning the executor of the estate, as well as the signatures of witnesses and attorneys involved. A will may be divided into several sections and cover a variety of topics regarding the estate.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series are authorized by the Administrative Office of the Courts.

APPROVED: 04/2008. Utah Court Retention Schedule (A)(6)(f) (2008).

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 49 years and then transfer to State Archives with authority to weed.

APPRAISAL:

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

AGENCY: District Court (Sixth District : Kane County)

SERIES: 29879

TITLE: Wills deposited for safekeeping

(continued)

PRIMARY DESIGNATION:

Private Utah Code 63G-2-302 (1)(b), (2)(b), and 2(d)(2018)

SECONDARY DESIGNATION(S):

Public. Utah Code 63G-2-310 (2008)