

Retention and Classification Report

Agency: District Court (Sixth District : Sevier County) (1695)

895 East 300 North
Richfield, UT 84701
435-896-8047

Records Officer: _____

29775	Court Transcripts
06945	Criminal case files
13475	Naturalization record books
83401	Orders
06941	Probate case files

AGENCY: District Court (Sixth District : Sevier County)

SERIES: 29775

3

TITLE: Court Transcripts

DATES: 1898-1966

ARRANGEMENT: Case number

DESCRIPTION:

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 a record of proceedings within the court system of Utah.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Sevier County)

SERIES: 6945

3

TITLE: Criminal case files

DATES: ca. 1943 -

ARRANGEMENT: Numerical by case number.

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 Office until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

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

Disposition is based on the historical and legal primacy of court case files.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 06/2015.

AGENCY: District Court (Sixth District : Sevier County)

SERIES: 13475

3

TITLE: Naturalization record books

DATES: 1896-1965

ARRANGEMENT: Chronological by date record was filed.

DESCRIPTION:

These volumes contain documentation of the final steps of becoming a United States citizen. They include petitions for naturalization, certificates of citizenship, and accompanying documentation.

The first volume contains only certificates of citizenship. The forms provide date, applicant's name, former country and kingdom, and current county of residence. After 1906, courts were required to use preprinted forms furnished by the federal Bureau of Naturalization. The petition for citizenship an applicant filed included the individual's name, residence, occupation, birth date and place; place from which emigrated, date, port of arrival, and vessel name; date when declared his intention of becoming a citizen and court involved; his wife's name, birthplace, and residence; children's names, birth dates, birthplaces, and residences. Also included on the petition form were the affidavit of two citizen witnesses validating the individual's petition information and declaring he was of good moral character. The oath of allegiance and the court order admitting the petitioner to citizenship are included. By 1920 space was added for memoranda of continuances, names of substitute witnesses, and space to record denial, not just the acceptance, of the petition. Declarations of intention, certificates of arrival, and correspondence are bound with the applications.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office permanently after being microfilmed.

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 : Sevier County)

SERIES: 13475

TITLE: Naturalization record books

(continued)

APPRAISAL:

These records have historical value(s).

The records in this series are of permanent historical value as documentation of the naturalization process. Records also contain genealogical information about individuals.

PRIMARY DESIGNATION:

Public

AGENCY: District Court (Sixth District : Sevier County)

SERIES: 83401

1

TITLE: Orders

DATES: 1988-

ARRANGEMENT: Chronological.

ANNUAL ACCUMULATION: 1.00 cubic foot.

DESCRIPTION:

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

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

FORMAT MANAGEMENT:

Paper: Retain in Office for 6 months and then file in case file.
provided microfilmed.

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: District Court (Sixth District : Sevier County)

SERIES: 6941

3

TITLE: Probate case files

DATES: ca. 1865-

ARRANGEMENT: Numerical by case number.

DESCRIPTION:

Case files involving the estates of deceased persons and the guardianship of minors and the incompetent. Adoptions, incorporations or dissolutions (turn of the century) and name changes might also appear. Cases begun in the Sevier County Probate Court were transferred to the probate division of the Sixth District in and for Sevier County when all county probate courts were abolished at statehood.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

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

APPROVED: 11/2003

FORMAT MANAGEMENT:

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

Microfilm master: Retain in State Archives permanently.

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

APPRAISAL:

These records have historical value(s).

AGENCY: District Court (Sixth District : Sevier County)

SERIES: 6941

TITLE: Probate case files

(continued)

PRIMARY DESIGNATION:

Public

SECONDARY DESIGNATION(S):

Exempt. This series contains adoption case files, which are restricted for 100 years.