

## Retention and Classification Report

**Agency:** Governor's Office of Economic Opportunity. Tourism Office. Film Commission  
(1826)  
300 N State Street  
Council Hall  
Salt Lake City, UT 84114  
801-538-8740

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

29947	Executive correspondence
29949	Film photographs and posters
29948	Location photographs and records

**AGENCY:** Governor's Office of Economic Opportunity. Tourism Office. Film Commission

**SERIES:** 29947

3

**TITLE:** Executive correspondence

**DATES:** 1989-

**ARRANGEMENT:** Chronological by date.

**DESCRIPTION:**

These records are correspondence to and from the director of the Film Commission; they document the Film Commission's interactions with other agencies, with others in the film industry, with other states, and with federal agencies.

**RETENTION:**

Permanent. Retain for 5 year(s) after final action

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule State agency executive correspondence, GRS-1758.

**AUTHORIZED:** 07-12-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 5 years after retirement or death and then transfer to State Archives with authority to weed.

Computer data files: Retain in Office for 5 years after retirement or death and then transfer to State Archives with authority to weed.

**APPRAISAL:**

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

These records have historical value because they provide evidence of our government's conduct of political and/or interstate relations.

**AGENCY:** Governor's Office of Economic Opportunity. Tourism Office. Film Commission

**SERIES:** 29947

**TITLE:** Executive correspondence

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Governor's Office of Economic Opportunity. Tourism Office. Film Commission

**SERIES:** 29949

3

**TITLE:** Film photographs and posters

**DATES:** 1962-

**ARRANGEMENT:** Alphabetical by film title.

**DESCRIPTION:**

These records are photographs and posters from commercial films which were shot in Utah.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Artifacts, GRS-2049.

**AUTHORIZED:** 12-01-2016

**FORMAT MANAGEMENT:**

Photographs: Retain in Office permanently and then transfer to State Archives with authority to weed.

Paper: Retain in Office permanently and then transfer to State Archives with authority to weed.

**APPRAISAL:**

These records have historical value(s).

These records are historical because they provide evidence of our government's conduct of political and/or interstate relations.

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Governor's Office of Economic Opportunity. Tourism Office. Film Commission

**SERIES:** 29948

3

**TITLE:** Location photographs and records

**DATES:** 1989-

**ARRANGEMENT:** Alphabetical by location type.

**DESCRIPTION:**

These records are photographs of locations throughout Utah, and are used to show filmmakers potential locations to film.

**RETENTION:**

Permanent. Retain until superseded

**DISPOSITION:**

Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

**AUTHORIZED:** 10-30-2018

**FORMAT MANAGEMENT:**

Photographs: Retain in Office until superseded and then transfer to State Archives with authority to weed.

**APPRAISAL:**

These records have administrative, and/or historical value(s).  
These records have historical value because they provide evidence of the significant effects of governmental programs and actions on individuals, communities, and the natural and man-made environment; they also contribute substantially to knowledge and understanding of the people and communities of our state.

**PRIMARY DESIGNATION:**

Public