

Retention and Classification Report

Agency: Tooele City Court (1954)

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Records Officer: _____

30582	*Citations
30340	*Justice Court case documents
03533	*Justice Court dockets

AGENCY: Tooele (Utah). City Court

SERIES: 30582

3

TITLE: Citations

DATES: 1943-1960.

ARRANGEMENT: Chronological by court date.

DESCRIPTION:

This series contains citations issued by local law enforcement for minor infractions heard by the Tooele City Court. Citations in this series are primarily for traffic law violations such as speeding or driving without a license. Citations include personal information about the person appearing in court, such as name, address, age, race, sex, height, weight. Additionally the records state the violation, weather condition on day of offense, and information about the person's vehicle.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Agency history records, GRS-1723.

AUTHORIZED: 11-28-2018

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).

Records provide a representative sample of citations issued by the City Court of Tooele.

AGENCY: Tooele (Utah). City Court

SERIES: 30582

TITLE: Citations

(continued)

PRIMARY DESIGNATION:

Public Utah Code 63G-2-201(2)(2023).

SECONDARY DESIGNATION(S):

Private. Utah Code 63G-2-302(2)(c)(2023).

AGENCY: Tooele (Utah). City Court

SERIES: 30340

3

TITLE: Justice Court case documents

DATES: 1918-1934.

ARRANGEMENT: Chronological by filing date.

DESCRIPTION:

These records contain justice court case files that document the various stages of the court case. Records include complaints, bonds, warrants of arrest, affidavits, and garnishments.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Agency history records, GRS-1723.

AUTHORIZED: 11-28-2018

FORMAT MANAGEMENT:

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

APPRAISAL:

These records have historical value(s).

The records in this series have permanent historical value as representative documentation of how the justice court handled its business.

PRIMARY DESIGNATION:

Public

AGENCY: Tooele (Utah). City Court

SERIES: 3533

3

TITLE: Justice Court dockets

DATES: 1893-1950.

ARRANGEMENT: Generally chronological by court date.

TOTAL VOLUME: 0.10 cubic feet.

DESCRIPTION:

This series contains books used to document cases handled by the justice court.

RETENTION:

Permanent. Retain for 10 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Agency history records, GRS-1723.

AUTHORIZED: 11-28-2018

FORMAT MANAGEMENT:

Paper: For records beginning in 1850 through 1950. Retain in Office permanently or until administrative need ends and then transfer to State Archives.

APPRAISAL:

These records have historical value(s).

Although modern justice court dockets are not typically preserved permanently, these dockets have survived and have permanent historical value as a representative example of such records throughout the state. These dockets document the changing role of justice courts over time. They also provide information about life in the community.

AGENCY: Tooele (Utah). City Court

SERIES: 3533

TITLE: Justice Court dockets

(continued)

PRIMARY DESIGNATION:

Public Utah Code 63G-2-201(2)(2023).