

Retention and Classification Report

Agency: Monticello Cemetery Maintenance District (Utah) (2104)

P.O. Box 688
Monticello, UT 84535
435-459-1617

Records Officer: _____

28548 Map book

AGENCY: Monticello Cemetery Maintenance District (Utah)

SERIES: 28548

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TITLE: Map book

DATES: ca. 1970-

ARRANGEMENT: Alphabetical by plat, thereunder roughly numerical by lot number.

DESCRIPTION:

These books contain maps of the cemetery. They are used daily to locate specific grave sites. These books include index, plat, and lot pages. The cemetery may only have a single wall map which serves as a key to locating specific graves.

RETENTION:

Permanent. Retain until administrative need ends

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Burial records, GRS-286.

AUTHORIZED: 11-14-2018

FORMAT MANAGEMENT:

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Paper: Retain in Office permanently or until administrative need ends 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 location and identity of burials in the cemetery.

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SERIES: 28548

TITLE: Map book

(continued)

PRIMARY DESIGNATION:

Public