Retention and Classification Report

Agency: Riverside Cemetery Maintenance District (Utah) (2138)

P.O. Box 95
Riverside, UT 84334
435-458-3403

Records Officer: _____

28274 Plot purchase certificates

AGENCY: Riverside Cemetery Maintenance District (Utah)

SERIES: 28274 3
TITLE: Plot purchase certificates
DATES: [ca. 1919]-
ARRANGEMENT: Numerical by certificate number and chronological by date.
DESCRIPTION:

These are copies of actual deeds issued to owners of cemetery plots. They are used to keep an accurate record of plot ownership and whether they have perpetual care. They include deed number, date issued, name of owner, amount of ground purchased, description of grave purchased, amount paid and receipt number. In some communities these deeds are recorded by the county recorder, but in most communities the deeds are not recorded and the municipality retains the official copy. These deeds are also called "Burial Rights."

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:

Paper: Retain in Office permanently.

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

M-Disc: Retain in State Archives permanently with authority to weed.

APPRAISAL:

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

This series has permanent legal and historical value as documentation of plot ownership and the identity of burials in the cemetery.

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SERIES: 28274
TITLE: Plot purchase certificates

(continued)

PRIMARY DESIGNATION:

Public