

## Retention and Classification Report

**Agency:** Warren-West Warren Cemetery Maintenance District (Utah) (2225)

5544 West 1400 North  
Ogden, UT 84404  
801-731-3353

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

28232	Lot and burial records
28233	*Maps

**AGENCY:** Warren-West Warren Cemetery Maintenance District (Utah)

**SERIES:** 28232

3

**TITLE:** Lot and burial records

**DATES:** ca. 1892-

**ARRANGEMENT:** Alphabetical by name of deceased or plot owner.

**DESCRIPTION:**

These books or files contain the exact location of all persons buried in the cemetery. They include plot, lot, grave location, and lot ownership record.

**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:**

Error - Format Type is invalid.

Paper: Retain in Office permanently.

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

**APPRAISAL:**

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

This series has permanent historical and administrative value as documentation of burials and plot ownership.

**AGENCY:** Warren-West Warren Cemetery Maintenance District (Utah)

**SERIES:** 28232

**TITLE:** Lot and burial records

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** Warren-West Warren Cemetery Maintenance District (Utah)

**SERIES:** 28233

3

**TITLE:** Maps

**DATES:** undated.

**ARRANGEMENT:** None.

**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 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.

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

**APPRAISAL:**

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

This series has permanent historical and administrative value as documentation of the layout of the cemetery.

**PRIMARY DESIGNATION:**

Public