Retention and Classification Report

Agency: Lake Point Cemetery and Park Service Area (Utah) (2670)

, UT

Records Officer: _____

28471 Cemetery lot books

AGENCY: Lake Point Cemetery and Park Service Area (Utah)

SERIES: 28471 3
TITLE: Cemetery lot books
DATES: ca. 1871-
ARRANGEMENT: Numerical by lot number.
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:

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.

M-Disc: 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.

AGENCY: Lake Point Cemetery and Park Service Area (Utah)

SERIES: 28471
TITLE: Cemetery lot books

(continued)

PRIMARY DESIGNATION:

Public