

Retention and Classification Report

Agency: Tooele (Utah). City Recorder/Purchasing Agent (3043)

90 N Main
Tooele, UT 84074
435 843-2100

Records Officer: _____

30589 Business license register

AGENCY: Tooele (Utah). City Recorder/Purchasing Agent

SERIES: 30589

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TITLE: Business license register

DATES: 1916-

ARRANGEMENT: Chronological by license payment date.

DESCRIPTION:

This record documents a list of businesses in Tooele City that filed for a business license. The record lists the name of the business, type of business and amount paid for license.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Business license registers and indexes, GRS-289.

AUTHORIZED: 08-20-2019

FORMAT MANAGEMENT:

Paper: Retain in Office for 25 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have historical value(s).

These records have historical value based on their contribution to knowledge and understanding of the people and communities of our state.

PRIMARY DESIGNATION:

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