

## Retention and Classification Report

**Agency:** Provo (Utah). City Recorder. (4571)

351 W Center St  
Provo, UT 84601  
801-852-6524

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

15885	Oaths
30307	Scrapbooks

**AGENCY:** Provo (Utah). City Recorder.

**SERIES:** 15885

3

**TITLE:** Oaths

**DATES:** undated

**ARRANGEMENT:**

**DESCRIPTION:**

These files contain copies of signed oaths required of all officials of all municipal officials, whether elected or appointed, before entering the duties of their respective offices (UCA 10-3-827 and 10-3-828).

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Oaths of office, GRS-1023.

**AUTHORIZED:** 04-03-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office permanently.

**APPRAISAL:**

These records have historical value(s).

This disposition is based on both the evidential and informational value of these records. They are important research tools. These oaths may be used to document the organization of the agency/office and to identify individual persons serving in elected and appointed positions.

**AGENCY:** Provo (Utah). City Recorder.

**SERIES:** 15885

**TITLE:** Oaths

(continued)

**PRIMARY DESIGNATION:**

Public UCA 63G-2-103(17) and (18)(a)(i) and (ii)

**AGENCY:** Provo (Utah). City Recorder.

**SERIES:** 30307

3

**TITLE:** Scrapbooks

**DATES:** 1971-1972; 1974

**ARRANGEMENT:** Chronological by year.

**DESCRIPTION:**

These records are created by governmental entities compiling various items together to tell the story of their office. They include photographs, newspaper clippings, and other items pertaining to government activities, and actions and reactions of citizens.

**RETENTION:**

Retain permanently

**DISPOSITION:**

May Transfer to Archives.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Scrapbooks, GRS-2051.

**AUTHORIZED:** 06-01-1991

**FORMAT MANAGEMENT:**

Paper: 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 activities and development in Provo in the early 1970s.

**PRIMARY DESIGNATION:**

Public