

# Utah State Archives

**Parent Agency:** Governor  
Economic Development

**Agency:** Governor's Office of Economic Development. Business  
Development  
324 South State Street, Suite 500  
Salt Lake City, UT 84111  
538-8820

**Records Officer** Alicia Ryans


28710 Denied applications

Destroying records in accordance with this agency Retention Schedule is in compliance with the Archives and Records Service and Government Records Access and Management Act (UCA 63-2-101 et seq.).

The Agency classifies its records under provisions of the Government Records Access and Management Act (UCA 63-2-101 et seq.). Classifications have not been approved by the State Records Committee.

This agency retention schedule was approved by the State Records Committee in September 2015.

  
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Nova Dubovik  
Executive Secretary  
State Records Committee

  
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Patricia Sublette  
Chair, State Records Committee  
Date: 1/10/2015

## Utah State Archives

**AGENCY:** Governor's Office of Economic Development. Business Development

**SERIES:** 28710

**TITLE:** Denied applications

**DATES:** 1984-

**ARRANGEMENT:** Alphabetically by production name.

**DESCRIPTION:**

These records support the agency's function to facilitate economic development in the state by actively creating, developing, attracting, and retaining business, industry, and commerce (Utah Code 63N-1-201(3)(c) (2015)). Applications document requests from entities wishing to participate in technological innovation and business incentive programs, or in other projects related to economic development in Utah, which have been denied. Information includes applicant profiles, details regarding the proposed project, and related correspondence and materials.

**RETENTION:**

Retain 4 years.

**DISPOSITION:**

Destroy.

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 4 years after denial and then destroy.

Computer data files: Retain in Office for 4 years after denial and then delete.

**APPRAISAL:**

Administrative

**RETENTION JUSTIFICATION:**

This retention matches that of canceled solicitation files (item 13-2) and request for proposals records (item 13-17), both of which function similarly to these records.

## **Utah State Archives**

**AGENCY:** Governor's Office of Economic Development. Business Development

**SERIES:** 28710

**TITLE:** Denied applications

(continued)

**PRIMARY CLASSIFICATION:**

Public

**SECONDARY CLASSIFICATION(S):**

Protected. Utah Code 63G-2-305(2)(c) (2015)