

STATE AGENCIES

Utah State Archives

Parent Agency: Agriculture
Horse Racing Commission

Agency: Department of Agriculture and Food. Horse Racing Commission
(3729)

Records Officer: Sue Mounteer

AGENCY: Department of Agriculture and Food. Horse Racing Commission

SERIES: 28559

2

TITLE: Applications for horse race licensing

DATES: 1982-

ARRANGEMENT: Chronological by year, thereunder by month

DESCRIPTION:

These records contain race horse owners' applications to enter a horse into competition in Utah during a race season. For approved applications, receipt of payment for licensing fees is also included. The records are used to document application and payment, and are considered a licensing agreement once they are approved. The records include an application for horse racing privileges in Utah for the designated race season, proof of payment for approved applications, or reason for denial for disapproved applications.

RETENTION:

Retain 2 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 1 year and then transfer to State Records Center. Retain in State Records Center for 1 year and then destroy.

APPRAISAL:

Administrative

These records carry administrative value as they show documentation of approval or disapproval of racing license application, payment if applicable, applicant contact information.

RETENTION JUSTIFICATION:

AGENCY: Department of Agriculture and Food. Horse Racing Commission

SERIES: 28559

TITLE: Applications for horse race licensing

(continued)

PRIMARY CLASSIFICATION:

Public

SECONDARY CLASSIFICATION(S):

Private. Utah Code 63G-2-302(1)(i) 2014

AGENCY: Department of Agriculture and Food. Horse Racing Commission

SERIES: 28557

2

TITLE: Utah Horse Racing Commission race completion packets

DATES: 1982-

ARRANGEMENT: Chronological by year and thereunder by month

DESCRIPTION:

These records document horse racing events held across the state of Utah and are submitted as a packet by horse racing associations to the agency in order to exact payment for holding the event. Some of the records are produced in an effort to ensure that contestants have complied with race standards and ethical practices. The packets may include, but are not limited to veterinarian certificates, daily medication report (for race horses), race conditions spreadsheets, race lists, race reports, approved steward daily report, stakes race payout, official call sheet, finish line photographs and rankings, lists of qualifiers, official program for race day, and test barn reports.

RETENTION:

Retain 5 years

DISPOSITION:

Transfer to the State Archives permanently.

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 1 year and then transfer to State Records Center. Retain in State Records Center for 4 years and then transfer to State Archives with authority to weed.

APPRAISAL:

Administrative Historical

These records have historical interest as they illustrate the history of horse racing in Utah. Administratively they serve as the proof required by the Utah Horse Racing Commission of a completed event so that they may pay the associations who host the events.

RETENTION JUSTIFICATION:

AGENCY: Department of Agriculture and Food. Horse Racing Commission

SERIES: 28557

TITLE: Utah Horse Racing Commission race completion packets

(continued)

PRIMARY CLASSIFICATION:

Public

Utah State Archives

Parent Agency: Tax Commission
Tax Commission Administration

Agency: Utah State Tax Commission. Administration Division (1198)

Tax Commission Building
210 North 1950 West
Salt Lake City, UT 84134
297-2200

Records Officer: Amy Hill

AGENCY: Utah State Tax Commission. Administration Division

SERIES: 12830

2

TITLE: Tax evader and protester files

DATES: 1988-

ARRANGEMENT: Alphabetical by surname

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

These records document persons or businesses investigated for criminal violation of state tax laws. The information is used by the Tax Commission to investigate these persons or businesses and to take action. Some of the information has been collected from the Internal Revenue Service and/or other federal agencies. Records may include: correspondence, informant reports, compliance activities, investigative notes and reports, investigative leads or referrals, copies of returns, videos about or by the subjects, report sheets or other information supplied by individuals who serve as informants of known or suspected tax protesters or evaders.

RETENTION:

Retain 6 years after court case is closed

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 6 years after court case is closed and then destroy.

APPRAISAL:

Administrative Legal

The statute of limitations for these records is 6 years, per Utah Code 59-1-401(12)(f) 2014.

After a case has been tried successfully or a plea has been negotiated, there are subsequent court hearings to ascertain how the subject is complying with probation and restitution requirements, at which time these records serve as an important resource. These records are also a valuable reference in cases where additional appeals are filed.

AGENCY: Utah State Tax Commission. Administration Division

SERIES: 12830

TITLE: Tax evader and protester files

(continued)

RETENTION JUSTIFICATION:

The statute of limitations for these records is 6 years, per Utah Code 59-1-401(12)(f) 2014. After a case has been tried successfully or a plea has been negotiated, there are subsequent court hearings to ascertain how the subject is complying with probation and restitution requirements, at which time these records are an important resource. These records are also a valuable reference in cases where additional appeals are filed.

PRIMARY CLASSIFICATION:

Protected Utah Code 63G-2-305 (8) 2014 and Utah Code
63G-2-305(10)(d) 2014

SECONDARY CLASSIFICATION(S):

Private. Utah Code 63G-2-302(2)(d) 2014

UTAH STATE ARCHIVES AND RECORDS SERVICE
RETENTION SCHEDULE AND CLASSIFICATION REVIEW

AUGUST 7, 2014

AGENCIES SUBMITTING RECORD SERIES

AGENCY NUMBER OF
RECORD SERIES

STATE AGENCIES

Agriculture
Horse Racing Commission.2

Tax Commission
Tax Commission Administration.1

TOTAL RECORD SERIES SCHEDULED:	3	
TOTAL VOLUME:	0.00	CUBIC FEET
TOTAL ANNUAL ACCUMULATION:	0.50	CUBIC FEET

I have read the enclosed record series and concur with proposed retentions and dispositions, except for any noted substantive changes.

State Records Committee Member

Date