

STATE AGENCIES

Utah State Archives

Parent Agency: Governor
Economic Development

Agency: Governor's Office of Economic Development. Business
Development (1825)
324 South State Street, Suite 500
Salt Lake City, UT 84111
538-8820

Records Officer: Alicia Ryans

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

SERIES: 28710

2

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.

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(continued)

PRIMARY CLASSIFICATION:

Public

SECONDARY CLASSIFICATION(S):

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

UTAH STATE ARCHIVES AND RECORDS SERVICE
RETENTION SCHEDULE AND CLASSIFICATION REVIEW

AUGUST 14, 2015

AGENCIES SUBMITTING RECORD SERIES

AGENCY

NUMBER OF
RECORD SERIES

STATE AGENCIES

Governor

Business Development GOED.1

TOTAL RECORD SERIES SCHEDULED:	1	
TOTAL VOLUME:	0.00	CUBIC FEET
TOTAL ANNUAL ACCUMULATION:	0.00	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