



Procedures and Charges for Using the Archaeological Records at the  
Utah State Historic Preservation Office  
2/17/2023

The Utah State Legislature has set fees for the use of the archaeological records at the Utah State Historic Preservation Office. Fees collected are used to maintain and upgrade the filing system to improve ease of use and quality of data for the consultants and agencies that rely on the files. Fees and access restrictions are made in accordance with State of Utah Government Records Access and Management Act (GRAMA). All searches are conducted online, there are no records onsite.

The archaeological records at SHPO are available for use by all State of Utah PLPCO PI permit holders, staff working directly with such permit holders, and for qualified individuals working for land management agencies with Utah SHPO data sharing agreements. All users must complete our [current user agreement](#).

**GIS file search:**

Upon request, SHPO Records staff can complete a GIS search based upon your project area (please provide legal description, shapefile, or map based upon a USGS 24k topographic map). A GIS search will provide you with a basic list of sites and projects within your specified area. GIS file searches are not required beyond self-service queries in the Sego application.

GIS file search: \$15.00 per 15 minutes

**GIS Data Cuts**

Utah SHPO offers data cuts from the Sego geospatial dataset. Cuts will be assessed on a PLSS section basis and be clipped to those sections. All data cuts fall under the user agreement and cannot be shared or maintained beyond the scope of the project for which the data is intended.

GIS Data Cut: \$15.00 per section

**Sego:**

Our online literature search application, Sego, is available to PLPCO PI Permit holders and qualified individuals working for land managing agencies with Utah SHPO data sharing agreements. Subscriptions and access are held on an individual user level, group or organization passwords/logins are not allowed. Associated fees are collected and managed by our parent agency, the Utah Department of Cultural and Community Engagement. Subscriptions run on the state fiscal year (July 1 to June 30<sup>th</sup>) and cannot be prorated. For access information please contact Archaeology Records ([archrecords@utah.gov](mailto:archrecords@utah.gov))

1-2 users:	\$200
3 users:	\$300
4 users:	\$400
Unlimited users:	\$500

**Billing:** Payment will be due at the time of service and made via credit card in a secure online store provided by the Department of Cultural and Community Engagement.