

| | |
|---|-----------------------------------|
| 6. Duplicate Copies of Broker's and Broker's Solicitor's Licenses | 3 years |
| 7. Duplicate Bills for Filing and Abstract Fees | 3 years |
| 8. Duplicate Copies of Certificate's of Compliance, Certificates of Charters, Certificates of Valuation and Certificates of Organization | 3 years |
| 9. Applications for and Duplicates of Licenses Issued to Manufacturers of, and Dealers in, and Users of Explosives | 3 years |
| 10. Company Reports of Premiums for Taxation .. | 3 years |
| 11. Duplicates of Abstracts of Company Statements | 3 years |
| 12. Affidavits with Regard to Unauthorized Insurance Policies | 3 years |
| 13. Daily Reports of Bank Deposits | 3 years |
| 14. Annual Statements | Permanent or until microfilmed |

The Board of Public Works approved this schedule at a meeting held January 14, 1952.

PUBLIC WELFARE, DEPARTMENT OF

In a letter of July 19, 1951, the Director of the State Department of Public Welfare enclosed a number of certificates of destruction for inactive Public Assistance Case Records destroyed by county welfare boards. The number of cases destroyed is, as follows: Allegany, 10,100; Carroll, 245; Charles, 326; Frederick, 263; Garrett, 258; Howard, 45; Queen Anne's, 425; St. Mary's, 92; Washington, 5,000; Worcester, 114. These records were destroyed in accordance with a schedule plan established in 1950 which permits the destruction of closed case records that have been inactive for five years or more.

SELECTIVE DISPOSAL OF RECORDS

COMPTROLLER OF THE TREASURY

On June 8, 1951, the Comptroller of the Treasury offered for deposit the following records:

Payrolls, fiscal years 1940-1941, 14 file drawers.