

RECORDS RETENTION AND DISPOSAL SCHEDULE

COMPTROLLER OF THE TREASURY

ALCOHOL AND TOBACCO TAX DIVISION

AGENCY

DIVISION

Item No.	Description	Retention
1	<p><u>BEER NON-RESIDENT DEALERS MONTHLY REPORTS</u></p> <p>File Includes:</p> <p>15 A.B. Non-Resident Dealer (out-of-state) Beer Tax Return filed monthly</p> <p>15-1 A.B. Delivery of Beer into Maryland; filed monthly by Non-Resident Dealers</p> <p>15-2 A.B. Maryland and Garrett County Beer Excise Tax Closure Report; filed monthly by Non-Resident Dealers.</p>	<p>RETAIN FOR THREE (3) YEARS OR UNTIL AUDITED, WHICHEVER IS LATER, AND THEN DESTROY</p>

Schedule approved by Department, Agency or Division Representative

Charles W. Short
Signature

REVENUE EXAMINER III

Title

January 20, 1976

Date

Schedule Authorized by Hall of Records Commission

Disposal Authorized by Board of Public Works

1/26/76
Date

Edward P. Pappas
Archivist

Date

Secretary