FORM HR-RM 1
(1-1-56)
Hall of Records Commission

REQUEST FOR RECORDS RETENTION SCHEDULE

To be Submitted to the Records Management Division
Hall of Records Commission

SCHEDULE NO. C-151

PAGE NO. 1.

1. Requesting Agency: KENT COUNTY

2. Division or Bureau of Requesting Agency: REGISTER OF WILLS

3. Authorization Requested (Check only one of the squares below).

A [ ] Dispose of present accumulation. No additional accumulation is anticipated. Records have ceased to have value to warrant retention.

B [X] Establish retention schedule for records for which there is a continuing accumulation. The records will cease to have value to warrant their retention after the period of time indicated.

C [ ] Microfilm and destroy originals. Originals if not microfilmed would be retained for the period of time indicated.

4. Item No.	5. Description of Records Describe records accurately. Include title, form number, size of documents, work or activity to which the records relate, inclusive dates, and quantity (cubic or linear feet). Show recommended retention period.	6. Recommendation of Hall of Records and Board of Public Works.
1.	**ORPHANS' COURT PAPERS** Size: Folded papers Dates: 1790 - - Quantity: 125 document files, 31 cartons File Arrangement: Chronological under title of document The original papers, after recording in permanent books of record, are filed under the following titles: Accounts of Sales and Vouchers Administration Accounts Administration Bonds Certifications of Publication and Notices to Creditors Citations (summonses) Deed copies Distributions Guardian Accounts Guardian Bonds Interrogations Inventories - Real and Personal Lists of Debts Sperate and Desperate Debts Petitions, Orders, and Affidavits of the Orphans' Court Renunciations Releases Wills RECOMMENDATION: RETAIN PERMANENTLY.	APPROVED HALL OF RECORDS COMMISSION

7. Agency, Division or Bureau Representative

E. Randolph Burgess — Signature
Register of Wills — Title
11-22-60 — Date

*Schedule Authorized as Indicated in Col. 6 by Hall of Records Commission.

12/5/1960 — Date
Morris S. Radoff — Archivist

*Disposal Authorized as Indicated in Col. 6 by Board of Public Works.

Date — Secretary

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Hall of Records
Commission

REQUEST FOR RECORDS RETENTION SCHEDULE
(Continuation Sheet)

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4. Item No.	5. Description of Records Describe records accurately. Include title, form number, size of documents, work or activity to which the records relate, inclusive dates, and quantity (cubic or linear feet). Show recommended retention period.	6. Recommendation of Hall of Records and Board of Public Works.
2.	**ADMINISTRATION BONDS** Size: Folded papers Dates: 1667, 1669, 1675, 1676, 1690 Quantity: 5 bonds File Arrangement: Chronological The original Administrative Bonds listed above, all prior to 1700, are to be deposited in the Hall of Records under authority of Art. 41, Sec. 175 (Annotated Code of Maryland, 1957 Edition) which requires that all records, papers and documents prior to April 28, 1788, shall be transferred to the Hall of Records. RECOMMENDATION: RETAIN PERMANENTLY. TRANSFER TO THE HALL OF RECORDS.	APPROVED HALL OF RECORDS COMMISSION