

Submitted: Draft
Jurisdiction: Maryland
Agency: Department of Agriculture
Division/Unit: Purchasing Office

Maryland State Archives
 Edward C Papenfuse State Archives Building
 350 Rowe Boulevard
 Annapolis, MD 21401

Certificate ID: 73
MSA ID: SE55-2191
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Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Maintenance/Supply Charges/Pool Mileage	1676	9	07/2007 - 06/2008	1 cu ft.	08/15/2011	recycle
2	FY 2008 Coded Invoices	1676	10	07/2007 - 06/2008	1 cu ft.	08/15/2011	recycle
3	FY 2008 Purchase Orders	1676	7	07/2007 - 06/2008	2 cu ft.	08/15/2011	recycle

Destruction Certification

Brenda Alexander	records manager	8/15/2011
Signature	Title	Date