

| | | |
|---|---|--|
| | Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275 | <i>John W. Williams</i> Forward three (3) copies to address at left. |
| Court <u>Circuit</u> | | |
| County <u>St. Mary</u> Date <u>11-21-11</u> | Page 2 | |

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

| No. | Description of Records (Same Title as listed on Schedule) | Authorization | | Inclusive Dates of Records Destroyed | Volume Cubic Feet | Date of Disposal | Method of Disposal |
|-----|---|------------------------|----------|--------------------------------------|-------------------|------------------|--------------------|
| | | Retention Schedule No. | Item No. | | | | |
| | Expungements Box 1 see attached list | 2330 | Sec IV | 5 12-2003 01-2007 | 1 | | |
| | Expungements Box 2 see attached list | 2330 | Sec IV | 5 05-2007 04-2008 | 1 | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Destruction Approved by Maryland State Archives

12/6/2011 *Edward C. Openfer*

Date State Archivist

Destruction Certification

 Signature of Court Official Title Date

Instructions for Preparation and Submission on next page