/	· · · · · · · · · · · · · · · · · · ·		Page lof 10
District 04-03	5/29/2012	Department of General Services	
Court	Date	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2272
St. Mary's County		P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposał	Method of Disposal
	Criminal Criminal, Petty Offense Citations, & Fugitive Warrant Cases	2219	Sec IV 2 a,b,c	1/1/2007 - 12/31/2007	35		
					-		
				-			
	Closed in 2007						

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6/25/2012 Horne Countra-

Signature of Court Official

Title

Date

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DGS 550-9 (Rev. 03/2010)

District 04-03	5/29/2012	Department of General Services	
Court	Date	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2272
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		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Criminal cases expunged in 2007	2219	Sec IV 2 d	1/1/2007 - 12/31/2007	6		
	· · · · ·						
	· · · · · ·						
	Closed in 2007						

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6/25/2012 for Carentin Date State Archivist

Signature of Court Official

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Date

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		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of - Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Civil Citations and Municipal Infraction Cases	2219	Sec IV 2 a, b, c	1/1/2007 - 12/31/2007	10		
	Closed in 2007						

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Hornal 4 <u>6/25/2012</u> Date open State Archivist

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Date

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· District 04-03	5/29/2012		Department of General Services	
Court	Date	:	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2272
St. Mary's County			P.O. Box 275	Forward three (3) copies
County	s		Jessup, Maryland 20794-0275	to address at left.

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Criminal Natural Resource cases		Scc IV 2 a,b,c	1/1/2007 - 12/31/2007	10		
		-					
	Closed in <u>2007</u>						

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6/25/2012 florenta grenten Date State Archivist

Signature of Court Official

Title

Date

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District 04-03	5/29/12	Department of General Services	
Court	Date	Records Management Division 7275 Waterloo Road (Rte. 175)	51469-2272
St. Mary's County		P.O. Box 275	Forward three (3) copies
County	· ·	Jessup, Maryland 20794-0275	to address at left.

Sectorial of Records (Same The as instea on Schedule) S	Retention Schedule No. 2219	Item No. Sec IV 2 a,b,c	Inclusive Dates of Records Destroyed 1/1/2007 12/31/2007	Volume Cubic Feet 30	Date of Disposal	Method of Disposal
Traffic Citations - old serious traffic folders		Scc IV 2 a,b,c		30		
Closed in 2007					•	

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<u>L/25/2012</u> <u>Leven</u> Date State State Archivist

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Date

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District 04-03	5/29/2012	Department of General Services	
Court	Date	Records Management Division 7275 Waterloo Road (Rtc. 175)	51469-2272
St. Mary's County		P.O. Box 275	Forward three (3) copies
County		Jessup, Maryland 20794-0275	to address at left.

		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil Original Civil Cases Settled and Dismissed		Sect II Item 2	1/1/2007 - 12/31/2007	12		
	Retain Dockets permanently						
	Closed in 2007						

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Signature of Court Official

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DGS 550-9 (Rev. 03/2010)

District 04-03	5/29/12	Department of General Services			
Court	Date	Records Management Division	51469-2272		
St. Mary's County		- 7275 Waterloo Road (Rtc. 175) P.O. Box 275	Forward three (3) copies		
County		Jessup, Maryland 20794-0275	to address at left.		

		Authoriz	ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Civil - Expired Sum Certain Judgments which expired in 1998	2219	Sect II Item 3	1/1/1998 12/31/1998	10		
	Retain Dockets permanently						
·	Closed in 1998						

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<u>6/25/201</u>2 Date for State Archivist

Signature of Court Official

Title

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District 04-03	Court Date St. Mary's County	Department of General Services		
Court		Records Management Division 7275 Waterloo Road (Rte. 175)	5/469-2272	
St. Mary's County		P.O. Box 275	Forward three (3) copies	
County		Jessup, Maryland 20794-0275	to address at left.	

		Authoriz	ation				
No	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Landlord/Tenant Failure to Pay Rent record not involving a judgment for a sum certain		Sect II Item 2	1/1/2007 12/31/2007	10		
	Retain Dockets permanently						
	Closed in 2007						

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Herric genter State Archivist <u>4/25/201</u>2 Date

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		Authorization					
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Landlord/Tenant - Expired Money Judgments Failure to Pay Rent records involving a judgment for a sum certain that have expired		Sect II Item 3	1/1/1998 12/31/1998	10		
	Retain Dockets permanently						
	Closed in 2010						

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County		Jessup, Maryland 20794-0275	to address at left.

			ation				
No.	Description of Records (Same Title as listed on Schedule)	Retention Schedule No.	Item No.	Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
	Special Proceedings Emergency Evaluations, Domestic Violence & Peace Order Records - Original Miscellancous Papers and Exhibits	2219	Sect III Item 2	1/1/1998 12/31/1998	10		
	Retain Dockets permanently						
	Closed in 1998						

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<u>6/25/2012</u> Date <u>floren</u>

Signature of Court Official

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Date

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