

**Submitted:** 7/24/2013  
**Jurisdiction:** Montgomery County  
**Agency:** Government  
**Division/Unit:** Recreation/Budget & Finance

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

**Certificate ID:** 828  
**MSA ID:** SE55-3016  
**Page:** 1 of 1

## 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	Daily Case Balance Reports	C-1138	6-1	12/01/2003 TO 6/30/2005	58 cu ft.	06/26/2013	Shred

### Destruction Certification

Ed Buchanan

**Signature**

records manager

**Title**

7/24/2013

**Date**