

**Submitted:** 8/7/2013  
**Jurisdiction:** Maryland  
**Agency:** Department of Business and  
 Economic Development  
**Division/Unit:** Office of General Services

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

**Certificate ID:** 839  
**MSA ID:** SE55-3034

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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	Box 1: Mform/Vehicle purchase 2001-2008 POV MILES Box 2: Vehicle maintenance/sign in logs 2008-2011 Box 3: ARI Maintenance Accident 2005-2008 POV Miles 2008; records invoice 2008; commercial fuel 2007-2009 Box 4: Mileage log 2009; tickets 2008; Box 5: Vehicle maintenance 2006-2008 Box 6: Vehicle Maintenance 2006-2008	2449	3	FYs 2001-2011	6 cu ft.	07/29/2013	Off site shredding

### Destruction Certification

Fidelia Israel

**Signature**

Operations Coordinator

**Title**

8/7/2013

**Date**