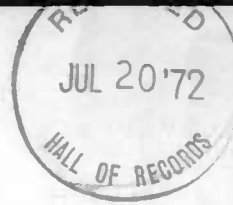


Posted



CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County Detention Center
Reporting Agency

Dept. of Correction & Rehabilitation
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Inmate Record	C-253	1	1-1-65/12-31-65	15 inches (1)	6-20-72	Incinerator
2.	Inmate Discipline Reports	C-253	2	1-1-68/12-31-68	1 inch	6-20-72	Incinerator
3.	Inmate Discipline Record	C-253	3	1-1-68/12-31-68	1 inch	6-20-72	Incinerator
4.	Daily Log	C-253	8	1-1-68/12-31-68	9 inches	6-20-72	Incinerator
5.	Mail List Card	C-253	9	1-1-68/12-31-68	22 inches (2)	6-20-72	Incinerator
6.	Receiving & Discharge Reports	C-253	12	1-1-60/12-31-60	3 inches	6-20-72	Incinerator
7.	Professional Visitors' Register	C-253	13	1-1-68/12-31-68	1 inch	6-20-72	Incinerator
8.	Inmates' Personal Property Slips	C-253	14	1-1-68/12-31-68-	16 inches (1)	6-20-72	Incinerator
9.	Detainers (Detention Center and Police)	C-253	15	1-1-68/12-31-68	1½ inch	6-20-72	Incinerator
10.	Labor Vouchers	C-253	18	1-1-68/12-31-68	2 inches	6-20-72	Incinerator
11.	Family Visitor Register	C-253	19	1-1-68/12-31-68	1 inch	6-20-72	Incinerator
12.	Medical Records	C-253	20	1-1-65/12-31-65	5 inches	6-20-72	Incinerator
13.	Statistical Report	C-253	23	1-1-68/12-31-68	1½ inch	6-20-72	Incinerator
14.	Adult Commitments	C-253	28	1-1-64/12-31-65	37½ inches (3)	6-20-72	Incinerator

Trust

I hereby certify that the above listed records were disposed of as indicated.

John S. [Signature]
Signature

Acting Director, Department of
Correction & Rehabilitation
Title

7-17-72
Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland

Reporting Agency

Department of Recreation

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration 1/2 Letterhead size	C-202	1.	1/1/66-12/31/66	5½ cu. ft.	1/5/70	
2.	Correspondence and General Files	C-202	2.	1/1/66-12/31/66	3/4 cu. ft.	1/5/70	
3.	Playground Reports	C-202	3.	1/1/66-12/31/66	1 cu. ft.	1/5/70	
4.	Fiscal Records Not Audited - Inventory & Expendable Materials	C-202	4.	1/1/66-12/31/66	1/2 cu. ft.	1/5/70	
5.	Fiscal Records Not Audited - Timecards, 4"x6"	C-202	5.	1/1/66-12/31/66	3½ cu. ft.	1/5/70	
6.	Fiscal Records Audited - Youth Center and Teen Club sign-in sheets, detailed records of roller skating receipts and snack bar records	C-202	6.	1/1/66-12/31/66	1½ cu. ft.	1/5/70	

I hereby certify that the above listed records were disposed of as indicated.


Signature

Director

Title

January 15, 1970

Date

Montgomery County Detention Center

Department of General Services

Scrub

1.	Inmate Record	C-253	1	1-1-64 - 12-31-64	20 inches	9-21-71	Incinerator
✓2.	Inmate Discipline Reports	C-253	2	1-1-67 - 12-31-67	1/2 inch	9-21-71	Incinerator
✓3.	Inmate Discipline Record	C-253	3	1-1-67 - 12-31-67	1/2 inch	9-21-71	Incinerator
4.	Daily Log	C-253	8	1-1-67 - 12-31-67	7 1/2 inches	9-21-71	Incinerator
✓5.	Mail List Card	C-253	9	1-1-67 - 12-31-67	20 inches	9-21-71	Incinerator
✓6.	Inmate Money Account Cards	C-253	11	1-1-67 - 12-31-67	29 inches	9-21-71	Incinerator
✓7.	Receiving & Discharge Reports	C-253	12	1-1-59 - 12-31-59	2 inches	9-21-71	Incinerator
✓8.	Professional Visitors' Register	C-253	13	1-1-67 - 12-31-67	1/2 inch	9-21-71	Incinerator
✓9.	Inmates' Personal Property Slips	C-253	14	1-1-67 - 12-31-67	14 inches	9-21-71	Incinerator
✓10.	Detainers (Detention Center and Police)	C-253	15	1-1-67 - 12-31-67	3/4 inch.	9-21-71	Incinerator
✓11.	Labor Vouchers	C-253	18	1-1-67 - 12-31-67	3 1/2 inches	9-21-71	Incinerator
✓12.	Family Visitor Register	C-253	19	1-1-67 - 12-31-67	3/4 inch	9-21-71	Incinerator
	Medical Records	C-253	20	1-1-64 - 12-31-64	4 inches	9-21-71	Incinerator
14.	Juvenile Commitments	C-253	22	1-1-63 - 12-31-63	1 1/2 inches	9-21-71	Incinerator
✓15.	Statistical Report	C-253	23	1-1-67 - 12-31-67	1/4 inch	9-21-71	Incinerator
✓16.	Adult Commitments	C-253	28	1-1-63 - 12-31-63	16 1/2 inches	9-21-71	Incinerator
17.	General Accounting Records	C-253	30	1-1-67 - 12-31-67	4 inches	9-21-71	Incinerator

Posted

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLANDMontgomery County, Maryland
Reporting AgencyDepartment of Recreation
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Activity Registration Forms 1/2 letterhead size	C-202	1. ✓	1/1/67-12/31/67	7 cu. ft.	Feb. 1971	Normal waste paper disp.
2.	Correspondence	C-202	2. ✓	1/1/67-12/31/67	1 cu. ft.	Feb. 1971	" "
3.	Playground Reports	C-202	3. ✓	1/1/67-12/31/67	1½ cu. ft.	" "	" "
4.	Fiscal Records Not Audited - Inventory & Expendable Materials	C-202	4. ✓	1/1/67-12/31/67	1/4 cu. ft.	" "	" "
5.	Time Cards	C-202	5. ✓	1/1/67-12/31/67	3 cu. ft.	" "	" "
6.	Fiscal Records Audited - Teen Club sign-in sheets, snack bar records, skating receipts	C-202	4 ✓ 6	1/1/67-12/31/67	1½ cu. ft. <u>15</u>	" "	" "

I hereby certify that the above listed records were disposed of as indicated.

Joseph V. Gustafson
Signature

Director

Title

April 22, 1971

Date



Office of the Director
Department of Recreation

MONTGOMERY COUNTY, MARYLAND

COUNTY OFFICE BUILDING, ROCKVILLE, MARYLAND 20850 • 301 279-1798




April 22, 1971

Mr. Rex Beach, Asst. Records Administrator
Hall of Records
Records Management Division
Annapolis, Maryland

Dear Mr. Beach:

Enclosed is the annual Certificate of Records Disposal reporting those materials disposed of in February 1971 by this Department.

Sincerely,


Forest V. Gustafson
Director

Enclosure

FVG:m

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Montgomery County, Maryland

Reporting Agency

Department of Recreation

Division or Bureau of Reporting Agency

	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Activity Registration Forms	C-202	1.	1/1/68-12/31/68	8 cu. ft.	Mar. 1972	
2.	Correspondence	"	2.	" "	1½ " "	" "	
3.	Playground Reports	"	3.	" "	2 " "	" "	
4.	Fiscal Records Not Audited	"	4.	" "	¼ " "	" "	
5.	Time Cards	"	5.	" "	4 " "	" "	
6.	Fiscal Records Audited	"	6.	" "	2 " "	" "	

I hereby certify that the above listed records were disposed of as indicated.

Signature

Director

Title

March 30, 1972

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County

Reporting Agency

County Board of Appeals

Division or Bureau of Reporting Agency



Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
3	Cases Nos. 1-1000 (case files) These files are the Board of Zoning Appeals cases beginning May 25, 1928 through January, 1951.	C-200	3	5-25-28 thru 1-25-51	8 Cubic ft.	2-27-69	Burned

I hereby certify that the above listed records were disposed of as indicated.

Sallie H. Kyte
Signature

Clerk to the Board
Title

10-21-69
Date



CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Montgomery County Detention Center
Reporting Agency

Department of General Services
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Inmate Record	C-253	1	1/1/63 - 12/31/63	25 inches	1/26/70	Incinerator
2.	Inmate Discipline Reports	C-253	2	1/1/66 - 12/31/66	1½ inches	1/26/70	Incinerator
3.	Inmate Discipline Record	C-253	3	1/1/66 - 12/31/66	1½ inches	1/26/70	Incinerator
4.	Daily Log	C-253	8	1/1/66 - 12/31/66	10 inches	1/26/70	Incinerator
5.	Mail List Card	C-253	9	1/1/66 - 12/31/66	30 inches	1/26/70	Incinerator
6.	Inmate Money Account Cards	C-253	11	1/1/66 - 12/31/66	32 inches	1/26/70	Incinerator
7.	Receiving & Discharge Reports	C-253	12	1/1/58 - 12/31/58	2½ inches	1/26/70	Incinerator
8.	Professional Visitors' Register	C-253	13	1/1/66 - 12/31/66	1 inch	1/26/70	Incinerator
9.	Inmates' Personal Property Slips	C-253	14	1/1/66 - 12/31/66	21 inches	1/26/70	Incinerator
10.	Detainers (Detention Center and Police)	C-253	15	1/1/66 - 12/31/66	1 inch	1/26/70	Incinerator
11.	Labor Vouchers	C-253	18	1/1/66 - 12/31/66	3½ inches	1/26/70	Incinerator
12.	Family Visitor Register	C-253	19	1/1/66 - 12/31/66	½ inch	1/26/70	Incinerator
13.	Medical Records	C-253	20	1/1/63 - 12/31/63	4 inches	1/26/70	Incinerator
14.	Juvenile Commitments	C-253	22	1/1/62 - 12/31/62	½ inch	1/26/70	Incinerator
15.	Statistical Report	C-253	23	1/1/66 - 12/31/66	1 inch	1/26/70	Incinerator
16.	Adult Commitments	C-253	28	1/1/62 - 12/31/62	26 inches	1/26/70	Incinerator
17.	General Correspondence	C-253	29	1/1/62 - 12/31/63	4 inches	1/26/70	Incinerator
18.	General Accounting Records	C-253	30	1/1/66 - 12/31/66	5 inches	1/26/70	Incinerator
					14.16 12/170 inch. 12/50	-14	

I hereby certify that the above listed records were disposed of as indicated.

Signature

Warden
Title

1/26/70
Date

CERTIFICATE OF RECORDS DISPOSAL

Posted

Send W/ Certifs.

To be submitted to the Records Management Division

Hall of Records Commission
State of Maryland



Montgomery County Detention Center
Reporting Agency

Department of General Services
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form No.	Authorization for Disposal Schedule #	Item #	Inclusive Dates of Records Disposed of	Volume (Linear) of Disposal	Date of Disposal	Method of Disposal
1.	Inmate Record	C-253	1	1/1/62-12/31/62	30 in.	2/17/69	Incinerator
2.	Inmate Discipline Reports	C-253	2	1/1/65-12/31/65	1 in.	2/17/69	Incinerator
3.	Inmate Discipline Record	C-253	3	1/1/65-12/31/65	1 in.	2/17/69	Incinerator
4.	Daily Log	C-253	8	1/1/65-12/31/65	9 in.	2/17/69	Incinerator
5.	Mail List Card	C-253	9	1/1/65-12/31/65	27 in.	2/17/69	Incinerator
6.	Inmate Money Account Cards	C-253	11	1/1/65-12/31/65	29 in.	2/17/69	Incinerator
7.	Professional Visitors' Register	C-253	13	1/1/65-12/31/65	1 in.	2/17/69	Incinerator
8.	Inmates' Personal Property Slips	C-253	14	1/1/65-12/31/65	20 in.	2/17/69	Incinerator
9.	Detainers (Detention Center and Police)	C-253	15	1/1/65-12/31/65	1 in.	2/17/69	Incinerator
10.	Officers' Clothing Record	C-253	17	1/1/65-12/31/65	1/2 in.	2/17/69	Incinerator
11.	Labor Vouchers	C-253	18	1/1/65-12/31/65	6 in.	2/17/69	Incinerator
12.	Family Visitor Register	C-253	19	1/1/65-12/31/65	1/2 in.	2/17/69	Incinerator
13.	Medical Records	C-253	20	1/1/62-12/31/62	3 in.	2/17/69	Incinerator
14.	Juvenile Commitments	C-253	22	1/1/61-12/31/61	1 in.	2/17/69	Incinerator
15.	Statistical Report	C-253	23	1/1/65-12/31/65	1/4 in.	2/17/69	Incinerator
16.	Adult Commitments	C-253	28	1/1/61-12/31/61	18 in.	2/17/69	Incinerator
	General Accounting Records	C-253	30	1/1/65-12/31/65	10 in.	2/17/69	Incinerator

159 3/4 in. = 13 1/2 lin ft.

I hereby certify that the above listed records were disposed of as indicated.

John D. Ford
Signature

(John D. Ford)

County Office - Bldg.
Rockville, Md. 20850
279-1248

Warden
Title

2/17/69
Date

Posted

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland

Reporting Agency

Department of Recreation

Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration	C-202	1.	1/1/65-12/31/65	1/2 letterhead size-5 cu.ft.	2/5/69	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2.	1/1/65-12/31/65	Letterhead size 1/2 cu. ft.	2/5/69	Normal waste paper disposal
3.	Playground Reports	C-202	3.	1/1/65-12/31/65	Letterhead size 1 cu. ft.	2/5/69	Normal waste paper disposal
4.	Fiscal records not audited	C-202	4.	1/1/65-12/31/65	Inventory re- cords of expend- able materials- letter size paper-1/4 cu.ft.	2/5/69	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5.	1/1/65-12/31/65	Time Cards 4" x 6"-3 cu.ft.	2/5/69	Normal waste paper disposal
	Fiscal records audited	C-202	1/5	1/1/65-12/31/65	Letter size Teen Club and Youth Center sign-in sheets 1 cu. ft.	2/5/69	Normal waste paper disposal

* 2/10/69: Talked to Mrs. Myers, his secretary, explained that descriptive matter should be in l.h. column, that "letterhead size," was unnecessary, etc.: Also gave her my name, - 988-31

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
 Signature

Director, Montgomery County, Md.
 Department of Recreation.

February 6, 1969
 Date

Posted

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
 Reporting Agency

Department of Recreation
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-202	1.	1/1/64-12/31/64	1/2 letter-head size 10 cu. ft.	3/4/68	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2.	1/1/64-12/31/64	Letterhead size- 1/2 cubic foot	3/4/68	Normal waste paper disposal
3.	Playground Reports	C-202	3.	1/1/64-12/31/64	Letterhead size-1 cu.ft.	3/4/68	Normal waste paper disposal
4.	Accounting records audited	C-202	4.	1/1/64-12/31/64	Letterhead size-Golf 1 cubic ft.	3/4/68	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5.	1/1/64-12/31/64	Inventory records of expendable materials-letter size paper 1/2 cubic ft.	3/4/68	Normal waste paper disposal
6.	Fiscal records not audited	C-202	5.	1/1/64-12/31/64	Time Cards 4" x 6" 2 1/2 cubic ft.	3/4/68	Normal waste paper disposal

15 1/2 cu. ft. (over)

(3/19/68:- sent him 6 dup. certifs. enough for at least a year.)

I hereby certify that the above listed records were disposed of as indicated.

Forrest V. Gustafson
 Signature

Director, Montgomery County, Md.

3/15/68

Department of Recreation

Date

February 12, 1968

Would you kindly send a supply of your form HR-RM 2
(Certificate of Records Disposal).



JDF
John D. Ford, Jr.
Warden

Montgomery County Detention Center
County Office Building
Rockville, Maryland 20850

*2/16/68: Sent 8 copies -
(He usually submits only
one per year.)*

3) 4 yrs.

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
Reporting Agency

Department of Recreation
 Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
7.	Fiscal records audited	C-202	4/	1/1/64-12/31/64	- Found: 154 Letter size Teen Club and Youth Center sign-in sheets 1-1/2 cubic feet <hr/> Total: 17 cu. ft.	3/4/68	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

Forrest V. Thompson
 Signature

Director, Montgomery County, Md.
 Department of Recreation

3/15/68
 Date

Posted

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Montgomery County Detention Center
Reporting Agency

Department of General Services
Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal	
		Schedule No.	Item No.					
1.	Inmate Record $2 \times 5 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	1 ✓	1/1/60 - 12/31/61	51 inches ✓	2/12/68	Incinerator	
2.	Inmate Discipline Reports $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	2	1/1/64 - 12/31/64	1 inch ✓	2/12/68	Incinerator	
3.	Inmate Punishment Record " ✓	C-253	3	1/1/64 - 12/31/64	1 inch ✓	2/12/68	Incinerator	
4.	Daily Log $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	8 -	1/1/64 - 12/31/64	6 inches ✓	2/12/68	Incinerator	
5.	Mail List Card 5×8 ✓	C-253	9 ✓	1/1/64 - 12/31/64	25 inches ✓	2/12/68	Incinerator	
6.	Inmate Money Account Cards $4 \times 6 \frac{1}{2}$	C-253	11 ✓	1/1/64 - 12/31/64	30 inches ✓	2/12/68	Incinerator	
7.	Professional Visitors' Register $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	13	1/1/64 - 12/31/64	$\frac{1}{2}$ inch ✓	2/12/68	Incinerator	
8.	Inmates' Personal Property Slips 5×8	C-253	14 ✓	1/1/64 - 12/31/64	18 inches ✓	2/12/68	Incinerator	
9.	Detainers (Detention Center & Police) $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	15	1/1/64 - 12/31/64	1 inch ✓	2/12/68	Incinerator	
10.	Officers' Clothing Record $5 \times 8 \frac{1}{2}$	C-253	17 ✓	1/1/64 - 12/31/64	$\frac{1}{2}$ inch ✓	2/12/68	Incinerator	
11.	Labor Vouchers $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	18	1/1/64 - 12/31/64	4 inches ✓	2/12/68	Incinerator	
12.	Family Visitor Register $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	19	1/1/64 - 12/31/64	$\frac{1}{2}$ inch ✓	2/12/68	Incinerator	
13.	Medical Records " ✓	C-253	20	1/1/61 - 12/31/61	1 inch ✓	2/12/68	Incinerator	
14.	Juvenile Commitments $5 \frac{1}{2} \times 8 \frac{1}{2}$	C-253	22 ✓	1/1/60 - 12/31/60	1 inch	2/12/68	Incinerator	
15.	Statistical Report $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	23	1/1/64 - 12/31/64	$\frac{1}{4}$ inch	2/12/68	Incinerator	
16.	Adult Commitments " ✓	C-253	28	1/1/60 - 12/31/60	13 inches ✓	2/12/68	Incinerator	
17.	General Accounting Records $8 \frac{1}{2} \times 11 \frac{1}{2}$	C-253	30	1/1/64 - 12/31/64	11 inches ✓	2/12/68	Incinerator	
				<p>(164 $\frac{3}{4}$ lin. in.) = checked items - ✓ total 3.8 cu. ft. (39 $\frac{1}{4}$ " ") = other items - - - - 2.3</p>		<p>$163 + 13 \frac{3}{4} = 164 \frac{3}{4}$ in.</p>		

I hereby certify that the above listed records were disposed of as indicated.

Signature

Warden

Title

February 12, 1968

Date



Posted - is

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County Detention Center
 Reporting Agency

Department of Public Safety
 Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Inmate Record	C-253	1 (B)	1-1-59 - 12-31-59 ✓	20 inches	12-31-66	Incinerator
2.	Inmate Disciplinary Reports	C-253	2	1-1-63 - 12-31-63	¾ inch	12-31-66	Incinerator
3.	Inmate Punishment Record	C-253	3	1-1-63 - 12-31-63	¾ inch	12-31-66	Incinerator
4.	Daily Count Records	C-253	4	10-1-65 - 9-30-66 -	21 inches	12-31-66	Incinerator
5.	Call-in Sheets	C-253	5	10-1-65 - 9-30-66 -	1½ inches	12-31-66	Incinerator
6.	Inmate's Special Request	C-253	6	10-1-65 - 12-31-65 -	5¾ inches	12-31-66	Incinerator
7.	Movement Sheets	C-253	7	1-1-63 - 12-31-63 -	3 inches	12-31-66	Incinerator
8.	Daily Log	C-253	8	1-1-63 - 12-31-63	6 inches	12-31-66	Incinerator
9.	Mail List Card	C-253	9	1-1-63 - 12-31-63	20 inches	12-31-66	Incinerator
10.	Canteen Order Slips	C-253	10 ✓	10-1-65 - 9-30-66 -	50¼ inches	12-31-66	Incinerator
11.	Inmate Money Account Cards	C-253	11	1-1-63 - 12-31-63	30 inches	12-31-66	Incinerator
12.	Professional Visitors' Register	C-253	13	1-1-63 - 12-31-63	½ inch	12-31-66	Incinerator
13.	Inmate's Personal Property Slips	C-253	14	1-1-63 - 12-31-63	22 inches	12-31-66	Incinerator
	Detainers	C-253	15	1-1-63 - 12-31-63	1¾ inches	12-31-66	Incinerator
	Radio Log	C-253	16 ✓	1-1-65 - 12-31-65 -	1/8 inch	12-31-66	Incinerator
16.	Labor Vouchers	C-253	18	1-1-63 - 12-31-63	4 inches	12-31-66	Incinerator
17.	Family Visitor Register	C-253	19	8-16-61 - 12-31-63	1 inch	12-31-66	Incinerator
18.	Court Disposition Record	C-253	21 ✓	10-1-65 - 9-30-66 -	7½ inches	12-31-66	Incinerator
19.	Statistical Report	C-253	23	1-1-63 - 12-31-63	¾ inch	12-31-66	Incinerator
20.	Adult Commitments	C-253	28	1-1-59 - 12-31-59	1¼ inches	12-31-66	Incinerator
21.	General Accounting Records	C-253	30	1-1-63 - 12-31-63	11 inches	12-31-66	Incinerator
Total: 208.25 lin. in.							

I hereby certify that the above listed records were disposed of as indicated.

John A. [Signature]
 Signature

Warden
 Title

January 21, 1967
 Date

Posted - 1/11

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Montgomery County, Maryland

Reporting Agency

Department of Recreation

Division or Bureau of Reporting Agency

*man off is 2 1/4 thick
8 1/2 x 11
or about .11 cu ft.*

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal	
		Schedule No.	Item No.					
1.	Recreation Activity Registration Forms	C-202	1.	1/1/63 to 12/31/63 <i>6.82 cu ft.</i>	Letterhead size papers. 62 reams x 11	1/3/67	Normal waste paper disposal ?	
2.	Correspondence and General Files	C-202	2.	1/1/63 to 12/31/63 <i>.63 cu ft.</i>	Letterhead size papers-6" thick (<i>4 of .11</i>)	1/3/67	Normal waste paper disposal	
3.	Playground Reports	C-202	3.	1/1/63 to 12/31/63 <i>.05 cu ft.</i>	Letterhead size paper 12" thick (<i>1/2 of .11</i>)	1/3/67	Normal waste paper disposal	
4.	Accounting records audited	C-202	4.	1/1/63 to 12/31/63 <i>.5 cu ft.</i>	Letterhead size paper. (golf records) 1/3 x 1.5 file drawer	1/3/67	Normal waste paper disposal	
5.	Fiscal records not audited	C-202	5.	1/1/63 to 12/31/63 <i>.11 cu ft.</i>	Inventory records of expendable materials-letterhead size (<i>about 1 ream</i>) papers-2" thick	1/3/67	Normal waste paper disposal	
6.	Fiscal records not audited	C-202	6. 5	1/1/63 to 12/31/63 <i>.57 cu ft.</i>	Time Cards 4" x 6". 40" thick or <i>3 1/3 ft. x 17</i>	1/3/67	Normal waste paper disposal.	
<p><i>Total: 8.08 cu ft.</i></p>								

Tell Mr. [unclear] that there is no item 6 on this schedule

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
Signature

Director, Department of Recreation
Title

January 14, 1967
Date

1-11-67: Sent him 8 blank certifs.

Posted

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLANDMontgomery County Detention Center
Reporting AgencyDepartment of Public Safety
Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Inmate Disciplinary Reports	C-253	2 ✓	1/1/62 - 12/31/62	1 inch	12/31/65	Incinerator
2.	Inmate Punishment Record	C-253	3 ✓	1/1/62 - 12/31/62	1 inch	12/31/65	Incinerator
3.	Daily Count Records	C-253	4 ✓	10/1/64 - 9/30/65	21 inches	12/31/65	Incinerator
4.	Call-In Sheets	C-253	5 ✓	10/1/64 - 9/30/65	3 inches	12/31/65	Incinerator
5.	Inmate's Special Requests	C-253	6 ✓	10/1/64 - 9/30/65	25 1/4 inches	12/31/65	Incinerator
6.	Daily Log	C-253	8 ✓	1/1/62 - 12/31/62	5 1/4 inches	12/31/65	Incinerator
7.	Canteen Order Slips	C-253	10 ✓	10/1/64 - 9/30/65	53 3/4 in.	12/31/65	Incinerator
8.	Inmate Money Account Cards	C-253	11 ✓	1/1/62 - 12/31/62	22 inches	12/31/65	Incinerator
9.	Professional Visitors' Register	C-253	13 ✓	1/1/62 - 12/31/62	1/2 inch	12/31/65	Incinerator
10.	Inmate's Personal Property Slips	C-253	14 ✓	1/1/61 - 12/31/62	22 inches	12/31/65	Incinerator
11.	Detainers (Jail and Police)	C-253	15 ✓	1/1/62 - 12/31/62	1 3/4 in.	12/31/65	Incinerator
12.	Radio Log	C-253	16 ✓	1/1/64 - 12/31/64	1/8 inch	12/31/65	Incinerator
13.	Court Disposition Record	C-253	21 ✓	10/1/64 - 9/30/65	6 1/4 inches	12/31/65	Incinerator
14.	Statistical Report	C-253	23 ✓	1/1/62 - 12/31/62	1/4 inch	12/31/65	Incinerator
15.	General Accounting Records	C-253	30 ✓	1/1/62 - 12/31/62	3 inches	12/31/65	Incinerator
					166 1/8		

I hereby certify that the above listed records were disposed of as indicated.

John A. [Signature]
Signature

Warden

Title

1/24/66

Date

Posted,
ck

6016

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
Reporting Agency
Department of Recreation
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-202	1.	1/1/61 to 1/1/62 6.6 cu. ft.	Letterhead size papers. 60 reams	2/26/65	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2.	1/1/61 to 1/1/62 5 cu. ft.	Letterhead size paper 1/4 file drawer.	2/26/65	Normal waste paper disposal
3.	Playground Reports	C-202	3.	1/1/61 to 1/1/62 1 cu. ft.	Letterhead size paper 1/2 file drawer	2/26/65	Normal waste paper disposal
4.	Accounting records audited	C-202	4.	1/1/61 to 1/1/62 1 cu. ft.	Letterhead size paper 1/2 file drawer	2/26/65	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5.	1/1/61 to 1/1/62 (93 cu. in. or) .05 cu. ft.	Inventory records of expendable materials - letterhead size papers 1" thick	2/26/65	Normal waste paper disposal
6.	Fiscal records not audited	C-202	54.	1/1/61 to 1/1/62 .85 cu. ft.	Time Cards 4" x 6", 60" thick (5) x.17 = 0.85	2/26/65	Normal waste paper disposal
				Total: 110.0 cu. ft.			

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
Signature

Director, Department of Recreation
Title

February 26, 1965.
Date

Posted

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
 Reporting Agency
 Department of Recreation
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-202	1.	1/1/62 to 12/31/62	Letterhead size papers. 35 reams = 3.75 cu. ft. ^{4 cu. ft.}	3/11/66	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2.	1/1/62 to 12/31/62	Letterhead size papers-6" thick = 3.38 ^{3.38}	3/11/66	Normal waste paper disposal
3.	Playground Reports	C-202	3.	1/1/62 to 12/31/62	Letterhead size paper 12" thick = 68.65 ^{68.65}	3/11/66	Normal waste paper disposal
4.	Accounting records audited	C-202	4.	1/1/62 to 12/31/62	Letterhead size paper 12" thick = 68.65 ^{68.65}	3/11/66	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5.	1/1/62 to 12/31/62	Inventory records of expendable materials-letterhead size papers-2" thick = 43.10 ^{43.10}	3/11/66	Normal waste paper disposal
6.	Fiscal records not audited	C-202	5.	1/1/62 to 12/31/62	Time Cards 4"x 6". 3x17 36" thick = 57.50 ^{57.50} (1 lin. ft. of 4"x 6" = .17 cu. ft.)	3/11/66	Normal waste paper disposal.
					Total: approx. 6.25 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
 Signature

Director, Department of Recreation
 Title

March 17, 1966
 Date



*Posted 1/29/65, etc
(In book & on cards)*

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County Detention Center
 Reporting Agency

Department of Public Safety
 Division or Bureau of Reporting Agency

(Jail)

	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Inmate Disciplinary Reports	C-253	2 ✓	¹⁹⁶¹ 1/1/61 - 12/31/61	✓ 1/8 in. ^{den}	12/31/64	Incinerator
2.	Inmate Punishment Record	C-253	3 ✓	¹⁹⁶¹ 1/1/61 - 12/31/61	✓ 1/8 in.	12/31/64	Incinerator
3.	Daily Count Records	C-253	4 ✓	8/1/64 - 9/30/64 ^(2 mo.)	✓ 3 1/2 in.	12/31/64	Incinerator
4.	Call-In Sheets	C-253	5 ✓	8/1/64 - 9/30/64 ^(2 mo.)	✓ 1/2 in.	12/31/64	Incinerator
5.	Inmate's Special Requests	C-253	6 ✓	8/1/64 - 9/30/64 ^(2 mo.)	✓ 2 1/2 in.	12/31/64	Incinerator
6.	Daily Log	C-253	8 ✓	1/1/53 ¹⁹⁶¹ - 12/31/61	✓ 28 in.	12/31/64	Incinerator
7.	Canteen Order Slips	C-253	10 ✓	8/1/64 - 9/30/64 ^(2 mo.)	4 1/2 in.	12/31/64	Incinerator
8.	Professional Visitors' Register	C-253	13 ✓	3/1/61 - 11/14/61 ^(8 mo.)	✓ 1/4 in.	12/31/64	Incinerator
9.	Detainers (Jail and Police)	C-253	15 ✓	12/1/60 ¹⁹⁶¹ - 12/31/61	✓ 3/4 in.	12/31/64	Incinerator
10.	Radio Log	C-253	16 ✓	1/1/63 ¹⁹⁶³ - 12/31/63	1/8 in.	12/31/64	Incinerator
11.	Family Visitor Register	C-253	19 ✓	3/1/61 - 11/14/61 ^(8 mo.)	✓ 1/4 in.	12/31/64	Incinerator
12.	Court Disposition Record	C-253	21 ✓	11/1/63 - 9/30/64 ^(11 mo.)	4 3/4 in.	12/31/64	Incinerator
13.	General Correspondence	C-253	29 ✓	1/1/61 - 12/31/61 ¹⁹⁶¹	✓ 1 in.	12/31/64	Incinerator

5 cu. ft.

I hereby certify that the above listed records were disposed of as indicated.

John D. [Signature]
 Signature

Warden
 Title

1/26/65
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Department of Finance
 Reporting Agency

Division of Revenue & Disbursements
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Correspondence	cl4	9	July 1, '59 thru June 30, '61	3 Cu. Ft.	10-26-64	Burn
2	Tax Certifications	cl4	1	July 1, '58 thru June 30, '61	5 Cu. Ft.	10-26-64	Burn
3	Auto License Summary	c7	2	July 1, '60 thru June 30, '61	4 Lin. Ins.	10-26-64	Burn
4	Daily Summary Cash Balance Ledger	cl4	7	July 1, '55 thru June 30, '61	12 Lin. Ins.	10-26-64	Burn
5	Check Register	cl4	4	July 1, '59 thru June 30, '61	20 Lin. Ins.	10-26-64	Burn
6	Cash Receipts	cl4	8	July 1, '59 thru June 30, '61	8 Lin. Ins.	10-26-64	Burn

I hereby certify that the above listed records were disposed of as indicated.

William K. Maccharius Jr.
 Signature

Acting Chief, Rev. & Disb.

Title

November 4, 1964

Date

*Posted 10/7/64
lk*

Total Cu. ft. Disposed 6 pages = 117 cu. ft.

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, MARYLAND

Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	<i>Finance - Rec. Dir.</i> <i>Inv. Checks 1959 Levy Farmers Rte.</i>	C-209	9 ✓	12/1/59 - 6/30/60	1 ✓	10/7/64	<i> burial</i>
2	<i>" " 1959 Levy Bk. of Sil. Sor.</i>	C-209	9 ✓	7/1/59 - 6/30/60	1 ✓		
3	<i>" " 1959 " Farmers Rb.</i>	C-209	9 ✓	7/1/59 - 11/30/60	1 ✓		
4	<i>" " 1959 " Mont. Co. Natl. Bk.</i>	C-209	9 ✓	7/1/59 - 6/30/60	1 ✓		
5	<i>Inspection and Licenses</i> <i>Officer Council Files - Ex. Emp. Lic.</i>	C-211	5 ✓	1951 - 1959	1 ✓		
6	<i>Directors Correspondence</i>	C-211	5 ✓	1951 - 1959	1 ✓		
7	<i>" " " " " "</i>	C-211	5 ✓	1951 - 1959	1 ✓		
8	<i>Finance - Div of Accts</i> <i>Lat. Rb. Withdrawals on Work Sheets</i>			7/1/60 - 6/30/61	1 ✓		
9	<i>" " " " " "</i>			7/1/60 - 6/30/61	1 ✓		
10	<i>Cash Excess Bond on Rel. Permit</i>	C-208	12 ✓	7/1/61 - 6/30/62	1 ✓		
11	<i>" " " " " "</i>	C-208	12 ✓	11/1/62 - 11/1/62	1 ✓		
12	<i>Correspondence - CCH Reports w/pts #119</i>	C-209	3 ✓	7/1/58 - 6/30/59	1 ✓	✓	✓
<i>Total</i>					12		

I hereby certify that the above listed records were disposed of as indicated.

William S. Sheppard

Signature

James P. ...

Title

10/7/64

Date

CERTIFICATE OF RECORDS DISPOSAL

MONTGOMERY COUNTY, MARYLAND

To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	"Finance"						
13	Insurance Escrow Bonds	C-208	12 ✓	7/1/61 - 6/30/62	1 ✓	10/7/64	Burial
	"Pub. Works"						
14	Admin. Correspondence Director's office	C-217	1 ✓	1/1/60 - 12/31/60	1 ✓		
15	Traffic Eng. Parking Lot Sheets	C-236	1 ✓	1961 - 1962	2 ✓		
16	Buss. op. Equip. Div. Requir. Corr. 5/2	C-218	1 ✓	7/1/60 - 6/30/61	1 ✓		
17	" " " "	C-218	1 ✓	7/1/60 - 6/30/61	1 ✓		
18	" " " "	C-218	1 ✓	7/1/60 - 6/30/61	1 ✓		
19	" Div of Service " "	C-219	1 ✓	7/1/60 - 6/30/61	1 ✓		
20	Director's office - Admin. Files	C-217	1 ✓	1959	1 ✓		
21	" " " "	C-217	1 ✓	1959	1 ✓		
	"Purchasing office"						
22	Purchase orders N-U	C-203	1 ✓	7/1/60 - 6/30/61	1 ✓		
23	" " V-Z	C-203	1 ✓	7/1/60 - 6/30/61	1 ✓	✓	✓
Total 31 cu. ft.							

I hereby certify that the above listed records were disposed of as indicated.

William S. Sheppard
 Signature

James and Dorothy Phelan
 Title

10/7/64
 Date

CERTIFICATE OF RECORDS DISPOSAL

MONTGOMERY COUNTY, MARYLAND

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	"Finance Revenue Office"						
24	Can. Chs. Banks Outside Rcds.	C-209	9 v	6/1/58-7/31/59	1 v	10/7/64	burial
25	" " Farmers Bk.	C-209	9 v	6/1/58-7/31/59	1 v		
26	" " Mont. Co. Nat'l. Bk.	C-209	9 v	6/1/58-7/31/59	1 v		
27	Payroll Chs. March-April 1960	C-209	9 v	3/1/60-4/30/60	1 v		
28	" " Nov-Dec 1959	C-209	9 v	11/1/59-12/31/59	1 v		
29	" " Sept-Oct 1959	C-209	9 v	9/1/59-10/31/59	1 v		
30	" " July-Aug. Sept 1959	C-209	9 v	7/1/59-9/1/59	1 v		
31	" " Jan-Mar June 1959	C-209	9 v	1/1/59-6/30/59	1 v		
32	" " Jan " Dec 1958	C-209	9 v	1/1/58-12/31/58	2 v		
33	" " July to Dec 1956	C-209	9 v	7/1/56-12/31/56	2 v		
3	" " Jan to June 1957	C-209	9 v	1/1/57-6/30/57	2 v	✓	✓
				Total 14 cu ft.			

I hereby certify that the above listed records were disposed of as indicated.

William S. Sheppard

Signature

James and Prosper, Analyst

Title

10/7/64

Date

CERTIFICATE OF RECORDS DISPOSAL

MONTGOMERY COUNTY, MARYLAND

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Reporting Agency

Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
58	Traffic Eng. - Pub. Wks.	C-226	10	1957-58	1 V	10/7/64	Serial
59	" " " " "	C-226	12	1957-58	1 V		
60	Pub. Wks. off. of Dir. Correspond.	C-217	1 V	1952-3-4	1 V		
61	Parking Lot Work Sheets	C-236	1 V	1961	1 V		
62	" " " "	C-236	1 V	1961	1 V		
63	Finance - Assess. Dup. Transfer Notices 5/1/63-7/1/63	C-207	10 V	1963	1 V		
64	Finance - Revenue Cash Receipts	C-230	3 V	1958-1959	1 V		
65	Public Wks. Parking Lot Time Sheets	C-236	1 V	1961	1 V		
66	Police Radio Transmission Tapes	C-214	12 V	1958	1 V		
67	" " " "	C-214	12 V	1958	1 V		
68-71	Animal Shelter - Dog/Bear Forms	213	1 V	1962-63	4 V		
72-73	Building Permit #40601-57425	210	4 V	1957-58	2 V		
74-76	Traffic Eng. Gen Correspondence	226	16	1959-60	4 V		

I hereby certify that the above listed records were disposed of as indicated. ^{20 cu ft.}

William S. Sheppard

Signature

James A. [unclear]

Title

10/7/64

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

MONIGOMERY COUNTY, MARYLAND

Reporting Agency

Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
77-78	Police Traffic Tickets Nos. 500001-504100	C-214	8V	1959	1V	10/7/64	Burial
		C-214	8V	1959	1V		
79	Amuse. License, Entertainment License	C-212	8V	1958-59	1V		
80	Par. orders. A-E	C-203	1V	7/1/60-6/30/61	1V		
81	Payroll Time Sheets - Miscell.	C-229	7V	1960	1V		
82-84	Police Traffic Tickets	C-214	8V	1958	1V		
85-86	Bank Deposit Slips	C-209V	8V	1959-60	2V		
87	Cash Register, Deposit Slips	C-230	2V	1961-62	1V		
88-91	License Application Receipts	C-209V	11V	1961-62	4V		
92	Chase Bank Bond Payment Slips	C-209V	8V	1961	1V		
93	License Application Receipts	C-209V	11V	1960	1V		
94	Cash Register, Deposit Slips	C-230	2V	1960	1V		
95-96	Bank Statement Deposit Slips	C-209V	8V	1960	2V	✓	✓
					18 cu ft.		

I hereby certify that the above listed records were disposed of as indicated.

William S. Sheppard
 Signature

Raymond P. ...
 Title

10/7/64
 Date

1 copy

Montgomery County Maryland



Budget Office

County Office Building
Rockville, Maryland

Telephone
POplar 2-2121

4/9/64

Mr. George W. Straubinger
Public Records Examiner
Hall of Records Commission
Annapolis, Md.

Re: Montgomery County Record Disposal
Sheets.

Dear George

Attached are five sheets prepared 7/30/63 by
Glen King and one sheet prepared this date by
myself.

Please review these sheets and send me your
comment if you feel they are necessary.

*Revised in affirmative "OK"
4/15/64*

Thank you
W.S. Sheppard
Property and Insurance
Analyst



*Posted 5/22/64
bl*

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, MARYLAND

Reporting Agency

DEPARTMENT OF INSPECTION AND LICENSES
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	PRIVATE & COMM. Bldg. PLANS FILE	C-210	1	1960-1963 - 3 yrs	3 X 3 X 3-270 CF	4/9/64	Deer at Dump
2	Yearly License Files (Totals)	C-212	4	Prior to 1960	Box #1920-200	4/9/64	Sold to JUNK YARD
3	Tapes Correspondence	C-212	4	1960	Box #21 1 "	4/9/64	" "
4	Electrical Contractors License	C-212	4	7-07 1960	" #22 1 "	4/9/64	" "
5	Log License	C-212	3V	7-07 1961	#22 1 "	"	" " "
6	Nursing Home License	C-212	4	7-07 1960	#23 1 "	"	" " "
7	Private Education Institutions License	C-212	4	" 1960	#24 1 "	"	" " "
8	Stable and Kennel Licenses, etc.	C-212	4	" 1960	#25 1 "	"	" " "
9	Dog License Books	C-212	3V	" 1960-61	#31 #32 2 "	"	" " "
10	Public Veh. Licenses	C-212	4	Prior to 1960	#33 1 "	"	" " "
11	Trailer Collection Receipts - yellow copy	C-210	11	" " 1960	#34 1 "	"	" " "
12	Various Permits	C-210	7-8	" " 1960	#35 1 "	"	" " "
13	Gasoline Weld Tamping Log	Not Scheduled	3V	Prior to 1960	#36 #19 2 "	"	" " "
14	Dog Ear License 1959	C-212	3V	#13401-17400	1 Box 1 CF	"	" " "
15	Building Applications #59701-6100	C-210	3V	Prior to 1960	1 Box 1 CF	"	" " "
16	Blde. Application Receipts	C-210	11	Jan to Dec 1961	2 Boks 2 CF	"	" " "
17	Tax Identification Applications	C-212	4	Expired 1961	#50 1 CF	"	" " "
18	Expired Refuse Collectors License	C-212	4	1956-1961	#98 1 CF	"	" " "
19	Expired Solicitors License	C-212	4	1961	#47 1 CF	"	" " "
20	Child Care License on Receipts etc	C-212	4	1959-1961	#45 1 CF	"	" " "

210: 32 on ft
212: 18 " "
50 " "
23 Boks 23 CF
Loose Plans 27 CF
Total 50 CF

Mr. Crooks, employee of county jail sold 23 Boks - 550/65 at 40¢ per 100 \$2.20

I hereby certify that the above listed records were disposed of as indicated.

William S. Sheppard
Signature

President, and Insurance Oversight
Title

4/9/64
Date

*Posted 5/22/64,
llh*

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY

Reporting Agency

INSPECTION & LICENSES

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Building Permits	C-210	4 ✓	1956-1957	5 cu. ft.	7/30/63	Burial
2	Building Permits Appls.	C-210	3 ✓	1960	15 cu. ft.	7/30/63	Burial
3	Elec. App.	C-210	5 ✓	1959-1960	12 cu. ft.	7/30/63	Burial
4	Elec. Permits	C-210	6 ✓	1956-1957	4 cu. ft.	7/30/63	Burial
5	Lic. App. Receipts	C-210	11 ✓	1958-1959-1960	7 cu. ft.	7/30/63	Burial
					43 " "		

I hereby certify that the above listed records were disposed of as indicated.

[Signature]

Signature

[Signature]

Title

7-30-63

Date

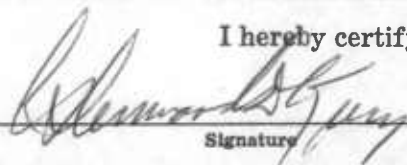
Posted 5/22/63,
hr

CERTIFICATE OF RECORDS DISPOSAL
 To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

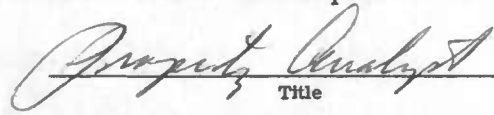
MONTGOMERY COUNTY
 Reporting Agency
DEPARTMENT OF FINANCE
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Transfer Cards	C-230	7 ✓	1959	2½ cu. ft.-	7/30/63	Burial
2	Increase & Abatements	C-207	8 ✓	1958-1959	2½ cu. ft. -	7/30/63	Burial
3	Escrow & Contractor's Bond	C-208	12 ✓	1959-1960	2½ cu. ft.-	7/30/63	Burial
4	Bond & Int. Coupons	C-209	12 ✓	1959-1960	2 cu. ft. -	7/30/63	Burial
5	Transfer Notices (Dup.)	C-207	10 ✓	1960	5 cu. ft.-	7/30/63	Burial
6	Assessment Notices	C-207	11 ✓	1960	3 cu. ft. -	7/30/63	Burial
7	Pers. Prop. Sch.	C-207	3 ✓	1956	4 cu. ft. -	7/30/63	Burial
8	Bldg. Permit Report	C-207	6 ✓	1959	3 cu. ft. -	7/30/63	Burial
					207: 17½ " " 208: 2½ 209: 2 230: 2½ <hr/> 24½ " " ✓		

I hereby certify that the above listed records were disposed of as indicated.



 Signature



 Title

7-30-63

 Date

Posted 5/22/64,
bh

CERTIFICATE OF RECORDS DISPOSAL
 To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

PUBLIC WORKS

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Project Timesheets & Cost Reports	C-217	3 ✓	1959-1961	7 cu. ft. ✓	7/30/63	Burial
2	Admin. Files	C-217	1 ✓	1955-1958	1 cu. ft. ✓	7/30/63	Burial

I hereby certify that the above listed records were disposed of as indicated.

Robert L. King
 Signature

Property Analyst
 Title

7-30-63
 Date

*Posted 5/22/69,
sh*

CERTIFICATE OF RECORDS DISPOSAL
 To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

MONTGOMERY COUNTY
 Reporting Agency
CIVIL DEFENSE
 Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	General Correspondence	C-205	1 ✓	1951-1952	1 cu. ft. ✓	7/30/63	Burial

I hereby certify that the above listed records were disposed of as indicated.

[Handwritten Signature]

 Signature

[Handwritten Title: Property Analyst]

 Title

[Handwritten Date: 7-30-63]

 Date

*Posted 5/22/64,
bh*

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY

Reporting Agency

PURCHASING

Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Road Contracts	C-203	3 ✓	1959-1960	2 cu. ft.	7/30/63	Burial
2	Open End Contracts	C-203	2 ✓	1957-1960	6 cu. ft.	7/30/63	Burial
3	Newspaper Proofs	C-203	7 ✓	1957-1959	2 cu. ft.	7/30/63	Burial
4	Correspondence	C-203	4 ✓	1959-1960	3 cu. ft.	7/30/63	Burial
5	Purchase Orders (pink)	C-203	6 } ✓	1959-1960	4 cu. ft. }	7/30/63	Burial
6	Purchase Orders partial	C-203	6 } ✓	1959-1960	1 cu. ft. }	7/30/63	Burial
					18" " ✓		

I hereby certify that the above listed records were disposed of as indicated.

[Signature]

Signature

[Signature]

Title

7-30-63

Date

Posted 2/14/64
bd

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Montgomery County, Maryland

Reporting Agency

Department of Recreation

Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-202	1.	1/1/60 to 1/1/61	Letterhead size papers 42 reams. 4.75 cu ft.	1/31/64	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2.	1/1/60 to 1/1/61	Letterhead size paper 1/4 file drawer. .4 cu ft.	1/31/64	Normal waste paper disposal
3.	Playground Reports	C-202	3.	1/1/60 to 1/1/61	Letterhead size paper 1/2 file drawer. .8 cu ft.	1/31/64	Normal waste paper disposal
4.	Accounting records audited	C-202	4.	1/1/60 to 1/1/61	Letterhead size paper 1/2 file drawer. .8 cu ft.	1/31/64	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5.	1/1/60 to 1/1/61	Inventory records of expendable materials	1/31/64	Normal waste paper disposal
6.	Fiscal records not audited	C-202	5.	1/1/60 to 1/1/61	Letterhead size papers 1" thick .06 cu ft. Time Cards 4" x 6", 50" thick .71 cu ft.	1/31/64	Normal waste paper disposal.
Total:					7.52 cu ft.		

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
Signature

Director, Department of Recreation

Title

January 31, 1964.

Date

*Disposed 7-18-63
ek*

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County Department of Public Works
 Reporting Agency

Bureau of Operations, Administrative Section
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Copies of Purchase Orders, Partial Payments, Requisitions, Payment Ledger for Division of Highway Maintenance.	C218	1	7/1/59 thru 6/30/60	4 lin. ft.	7/9/63	Burning
2	Copies of Purchase Orders, Partial Payments, Requisitions, Payment Ledger for Division of Equipment.	C218	1	7/1/59 thru 6/30/60	4 lin. ft.	7/9/63	Burning

I hereby certify that the above listed records were disposed of as indicated.

J. O. Harvey
 Signature
 J. O. Harvey

Chief, Bureau of Operations
 Title

July 10, 1963
 Date



Form HR-RM 2
(9-1-53)

Hall of Records Comm.
State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

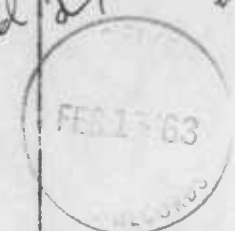
Montgomery County

1. Reporting Agency
Department of Finance

2. Division or Bureau of Reporting Agency
Division of Revenue and Disbursements

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
	Daily Summary Cash Balance Ledger	C 209	10	7/1/52 to 6/30/59	6 lin. In. (1/2 cu ft.)	308	Burned ✓
	Delinquent Tax Lists	C 209	16	7/1/56 to 6/30/58	8 " " (1 cu ft.)	308	" ✓
	Daily Tax Receipts Register	C 209	18	7/1/57 to 6/30/59	18 " " (1 1/2 cu ft.)	308	" ✓
	Check Register	C 209	7	7/1/55 to 6/30/59	30 " " (3 cu ft.)	308	" ✓

Posted 2/13/63



10. I certify that the above listed records were disposed of as indicated.

Margaret C. Jones
Signature

Chief, Revenue & Disbursements
Title

2/11/63
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
 Reporting Agency

Department of Recreation
 Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration forms	C-202	1	Jan.1959 to Dec. 1959	Letterhead ^{approx} size papers ^{5 cu ft.} 40 reams. (80") ^{5/8" file drawer}	2/6/63	Normal waste paper disposal
2.	Correspondence and General Files	C-202	2	Jan.1959 to Dec. 1959	Letterhead size paper ^{4 cu ft.} ^{1/4} file drawer.	2/6/63	Normal waste paper disposal
3.	Playground Reports	C-202	3	Jan.1959 to Dec. 1959	Letterhead size paper ^{4 cu ft.} ^{1/4} file drawer.	2/6/63	Normal waste paper disposal
4.	Accounting records audited	C-202	4	Jan.1959 to Dec. 1959.	Letterhead size paper ^{8 cu ft.} ^{1/2} file drawer.	2/6/63	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5	Jan. 1959 to Dec. 1959.	Inventory re- cords of ex- pendable ^{.06 cu ft.} materials - letterhead size papers - 1" thick	2/6/63	Normal waste paper disposal
5.	Fiscal records not audited	C-202	5	Jan. 1959 to Dec. 1959	Time Cards (5x3) 40" thick ^{approx. 1 cu ft}	2/6/63	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

Forest V. Henderson
 Signature

Director, Dept. of Recreation
 Title

February 8, 1963
 Date

Posted 2/11/63
ek

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
 Reporting Agency

Department of Recreation
 Division or Bureau of Reporting Agency

Filed 2/19/1962

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Recreation Activity Registration forms	C-202	1	Jan. 1958 to Dec. 1958	Letterhead size papers 40 reams (7 cu. ft)	2/15/62	Normal waste paper disposal
2	Correspondence and General Files	C-202	2	Jan. 1958 to Dec. 1958	Letterhead size paper 1/2 file (1 1/2 cu. ft) drawer	2/15/62	Normal waste paper disposal
3	Playground Reports	C-202	3	Jan. 1958 to Dec. 1958	Letterhead size paper 1/4 file (1/2 cu. ft) drawer	2/15/62	Normal waste paper disposal
4	Accounting records audited	C-202	4	Jan. 1958 to Dec. 1958	Letterhead size paper 1/2 file (1 1/2 cu. ft) drawer	2/15/62	Normal waste paper disposal
5	Fiscal records not audited	C-202	5	Jan. 1958 to Dec. 1958	Time sheets, inventory records all expendable materials 4 1/2 x 6 cards	2/15/62	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

F. V. Gustafson
 Signature

Director, Dept. of Recreation
 Title

(Total 11 cu. ft)
 February 15, 1962
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland
 Reporting Agency

Department of Recreation
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
5 Continued	Fiscal records not audited	C-202	5	Letterhead size papers - 4" thick	4" thick <i>(less than 1/4 cu ft)</i>	2/15/62	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

 Signature

 Director, Dept. of Recreation

Title

 February 15, 1962

Date



CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPT. OF FINANCE

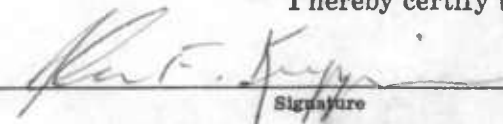
Reporting Agency

Director's Office

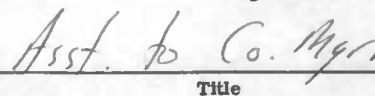
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	General Files	C-228	3	1937-1945	47 cu. ft.	11/2/61	Buried
2.	Tax Collection Summary	C-228	8	1932-1939	5 cu. ft.	"	"
				total	52 cu. ft.		

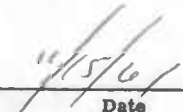
I hereby certify that the above listed records were disposed of as indicated.



 Signature



 Title



 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPT. OF FINANCE

Reporting Agency

Division of Accounts

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Paid Purchase Orders (non-record	C-230	4	1958-1960	1 cu. ft.	11/2/1961	Buried
2.	Paid Dump bills	C-230	5	1953-1956	3 cu. ft.	"	"
3.	Transfer cards	C-230	7	1956-1957	5 cu. ft.	"	"
Total					9 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.

Alan F. Kopp
 Signature

Asst. to. Co. Mgr.
 Title

11/15/61
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPT. OF FINANCE

Reporting Agency

Division of Assessments

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Report of Building Permits	C-207	6	1932-1948	12 cu. ft.	11/2/61	Buried
2.	Transfers (Sales Record Book)	C-207	13	1893-1934 (scattered)	31 cu. ft.	"	"
				total	43 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.

Allen F. Keppin
 Signature

Asst to Co Mgr.
 Title

11/15/61
 Date

CERTIFICATE OF RECORDS DISPOSAL

**To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY, DEPT. OF FINANCE

Reporting Agency

Audit Section

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Gas and Stock Withdrawal Books and Tickets	C-231	5	1925-1957 (scattered)	76 cu. ft.	11/2/61	Buried

I hereby certify that the above listed records were disposed of as indicated.

Alan F. Kreyer
Signature

Auditor Co. Mgr.
Title

11/15/61
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPT. OF FINANCE

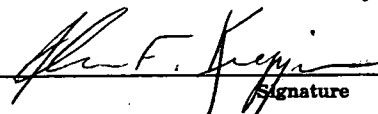
Reporting Agency

Division of Revenue and Disbursements

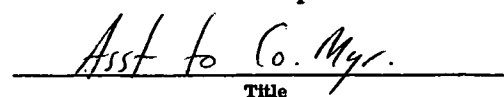
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Tax Sale Receipts	C-209	5	1931-1948 (scattered)	15 cu. ft.	11/2/61	Buried
2.	Check Register	C-209	7	1942-52(scattered)	8 cu. ft.	"	"
3.	Daily Summary cash balance	C-209	10	1942-1943, 1948-51	6 cu. ft.	"	"
4.	Miscellaneous Receipts	C-209	11	1941-44, 1949-55	46 cu. ft.	"	"
5.	License application receipts Non-record	C-209	15	1960	3 cu. ft.	"	"
6.	Delinquent Tax Lists	C-209	16	1935-41	16 cu. ft.	"	"
7.	Daily Tax Receipts Register	C-209	18	1926-40(scattered)	27 cu. ft.	"	"
8.	Tax Collection Dockets	C-227	1	1873-1949	860 cu. ft.	"	"
Total					981 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.



 Signature



 Title



 Date

CERTIFICATE OF RECORDS DISPOSAL

**To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY, DEPT. INSPECTION & LICENSES

Reporting Agency

Division of Zoning, Permits, and Licenses

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Dog License Books	C-212	3	1909-1919	28 cu. ft.	11/2/61	Buried
2.	Inspectors Daily Reports	C-212	4	1952-1957	8 cu. ft.	"	"
3.	Taxi Licenses	C-212	4	1949-1958	4 cu. ft.	"	"
Total					40 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.

Alfred F. [Signature]
Signature

Asst. to Co. Mgr.
Title

11/15/61
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPARTMENT OF PUBLIC WORKS

Reporting Agency

Division of Traffic Engineering

Division or Bureau of Reporting Agency

Form No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	General Files	C-226	3	1952-1957	8 cu. ft.	11/2/61	Buried

I hereby certify that the above listed records were disposed of as indicated.

Alfred F. Keegan
 Signature

Asst to Co. Mgr.
 Title

11/15/61
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY - COUNTY MANAGER
 Reporting Agency
DEPARTMENT
DIVISION OF LIQUOR CONTROL
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Administrative Accounting Records	C-199	21	1931-1955	3,867 cu. ft.	June, 1961	Burial
2.	General Correspondence	C-199	22	1931-1940	20 cu. ft.	June, 1961	"

posted
10/11/1961

I hereby certify that the above listed records were disposed of as indicated.

Dorothy Bliss
 Signature

Administrative Aide
 Title

Aug. 17, 1961
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY - DEPARTMENT OF FINANCE

Reporting Agency

GENERAL SCHEDULE

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Purchase Order (Paid bills, Invoices, and check copies)	C-12	1	1927-1939	62 cu. ft.	7/5/1961	Burial <i>posted 10/11/1961</i>

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Israel
 Signature

Procedures Analyst
 Title

8/3/61
 Date

CERTIFICATE OF RECORDS DISPOSAL

**To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY - DEPARTMENT OF FINANCE

Reporting Agency

DIVISION OF ASSESSMENTS

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	General Correspondence	C-10	4	1946-1950, 1956-1957	14 cu. ft.	7/5/1961	Burial <i>10/11/1961</i>

I hereby certify that the above listed records were disposed of as indicated.

Thomas A. Israel
Signature

Procedure Analyst
Title

8/3/61
Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY - DEPARTMENT OF FINANCE

Reporting Agency

DIVISION OF REVENUE AND DISBURSEMENT

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Canceled Checks	C-6	1	1924-1931	16 cu. ft.	7/5/1961	Burial
2.	Miscellaneous Receipts	C-7	1	1955-1957	3 cu. ft.	"	"
3.	Bank Deposit Slips	C-14	5	1924-1937	10 cu. ft.	"	"
4.	Cash Receipts	C-14	8	1924-1931	32 cu. ft.	"	"
5.	" "	"	"	1940-1947	26 cu. ft.	"	"
6.	General Correspondence	C-14	9	1940-1950	6 cu. ft.	"	"
7.	" "	"	"	1955-1956	5 cu. ft.	"	"

*posted
10/9/1961*

I hereby certify that the above listed records were disposed of as indicated.

Thomas J. Israel

Signature

Procedures Analyst

Title

8/3/61

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY - DEPARTMENT OF FINANCE

Reporting Agency

DIVISION OF ACCOUNTS

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Payroll totals	C-4	4	1957	1 cu. ft.	7/5/1961	Burial
2.	Withholding Forms (W-2)	C-4	1	1946-1950	1 cu. ft.	"	"
3.	Leave Records (Payroll)	C-4	5	1945-1957	5 cu. ft.	"	"
4.	Vouchers	C-9	1	1927-1934	12 cu. ft.	"	"
5.	Audit Work Papers	C-9	2	1946-1950, 1953	16 cu. ft.	"	"
6.	General Correspondence	C-9	3	1950-1957 (scattered) 1957-1958	9 cu. ft. 3 cu. ft.	"	"
7.	Purchase Orders and Vouchers	C-12	1 b	1939-1952	168 cu. ft.	"	"
8.	Gasoline Withdrawal Tickets	C-12	4	1945-1958	27 cu. ft.	"	"
9.	Vendors Paid Record	C-13	2	1939	1 cu. ft.	"	"

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Doral

Signature

Procedures Analyst

Title

8/3/61

Date

return 10/9/61

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

MONTGOMERY COUNTY - DEPARTMENT OF FINANCE

Reporting Agency

DEPARTMENT OF ADMINISTRATION AND AUDITING

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	General Correspondence	C-2	1	1954-1955	3 cu. ft.	7/5/1961	Burial
2.	Workmen's Compensation Claims	C-3	2	1956-1957	4 cu. ft.	"	"
3.	Hospitalization Claims	C-3	4	1952-1957	4 cu. ft.	"	"
4.	Tax Collection Summary	C-13	4	1930-1936	17 cu. ft.	"	"
5.	Corporation Tax Certificates	C-13	1	1955-1956	1 cu. ft.	"	"

posted 10/7/1961

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Israel
Signature

Procedure Analyst
Title

8/3/61
Date

Form HR-RM 2
(9-1-53)

Hall of Records Comm.
State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION

1. Reporting Agency
MONTGOMERY COUNTY, MARYLAND

2. Division or Bureau of Reporting Agency
FINANCE ~~XXXXXXXX~~ DEPARTMENT

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
6	Bonds and interest coupons	C14 Page 3	6	See attached	2 cu. ft.	Revenue and Disbursements Division	Cremation <i>posted 8/31/1961</i>

10. I certify that the above listed records were disposed of as indicated.

Alex K. Hamrick
Signature

Director of Finance
Title

July 28, 1961
Date



BONDS AND COUPONS CREMATED JULY 28, 1961

Gaithersburg-Laytonsville Road Bonds, Ninth District (1921-1956) (Chap. 244-1920) Bonds and Coupons #1 to 18 incl. Levies 1922 to 1930; Bonds and Coupons 25 and 26 Levy 1933; Coupons #7 and 48 Levy 1936 missing.	\$35,000.00
Police Station Bonds of 1927 (Chap. 405-1927) (1927-1958) Bonds and Coupons 1 and 2. Levy 1929 missing.	\$60,000.00
Refunding Bonds of 1938, Series B, (Chap. 257-1937) (1938-1958) Coupons due 6/1/39, \$30 to 42 inc., missing.	190,000.00
Refunding Bonds of 1939, Series A (Chap. 158-1939) (1939-1958)	216,500.00
Public School Construction Bonds, 1940 (Chap. 479-1939) (1940-1958). Bonds and coupons, Levy 1946 missing.	175,000.00
Refunding Bonds, 1943, (Chap. 336-1943) (1943-1958)	222,000.00

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Administration and Auditing

Division or Bureau of Reporting Agency

(Director)

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Workmen's Compensation Claims	C-3	2	1946-1956	24 cu. ft.	4/10/61	Burial
2.	Hospitalization Claims	C-3	4	1949-1956	10 "	"	"
3.	Deeds to County Property (Non-current)	C-3	11	1943-1954	14 "	"	"
4.	Escrow and Contractors' Bond File (Released)	C-3	13	1946-1955	27	"	"
Total					75 Cu. ft.	"	"

parted
5/2/1961

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Deval
Signature

Procedure Analyst
Title

4/23/61
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Administration and Auditing (Director)
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Vendors Paid Record (Cards)	C-13	2	1936-1954	6 cu. ft.	4/10/61	Burial <i>posted 5/2/61</i>

I hereby certify that the above listed records were disposed of as indicated.

Thomas J. Israel
 Signature

Procedure Analyst
 Title

4/27/61
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Administration and Auditing
 Division or Bureau of Reporting Agency (Director)

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Correspondence	C-2	1	1950-1954	21 cu. ft.	4/10/61	Burial
2.	Statistical Worksheets	C-2	3	1939-1956	6 " "	"	"
3.	Audit Reports (Internal)	C-2	4	1946-1948, 1950-1954	10 " "	"	"
Total					37 cu. ft.		

posted 5/2/1961

I hereby certify that the above listed records were disposed of as indicated.

Thomas D. Daniel
 Signature

Executive Analyst
 Title

4/27/61
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Accounts

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Audit Work Papers	C-9	2	1951-1952, 1954-1957	9 cu. ft.	4/10/61	Burial <i>posted 5/2/61</i>

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Israel
 Signature

Procedure Analyst
 Title

4/27/61
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Accounts (Payroll)

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Payroll Vouchers	G-4	7	1951-1954	12 cu. ft.	4/10/61	Burial <i>posted 5/21/61</i>

I hereby certify that the above listed records were disposed of as indicated.

Thomas P. Israel

 Signature

Procedure Analyst

 Title

4/27/61

 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Revenue and Disbursements

Division or Bureau of Reporting Agency

(Purchases Bureau)

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Purchase Orders	C-12	1a	1952-1956	45 cu. ft.	4/10/61	Burial
			1b	1954	15 "	"	"
2.	Gasoline Withdrawal Tickets	C-12	4	1948-1955	59 cu. ft.	"	"
				Total	119 "	"	

posted 5/2/1961

I hereby certify that the above listed records were disposed of as indicated.

Thomas P. Jural
 Signature

Procedure Analyst
 Title

4/27/61
 Date

CERTIFICATE OF RECORDS DISPOSAL

**To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Revenue and Disbursements

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Canceled Checks	C-6	1	1955	12 cu. ft.	4/10/61	Burial
2.	Tax Receipts (Real and Personal Property)	C-6	2	1952-56	45 "	"	"
3.	Miscellaneous Receipts	C-7	1	1944-1953	24 "	"	"
Total					81 cu. ft.		

procted 5/2/61

I hereby certify that the above listed records were disposed of as indicated.

Thomas J. Daniel
Signature

Procedure Analyst
Title

4/27/61
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY

Reporting Agency

Finance - Division of Revenue and Disbursements

Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Tax Certifications	C-114	1	1950-1957	1 1/4 cu. ft.	4/10/1961	Burial
2.	Tax Certifications Bills	C-114	2	1955-1957	4 "	"	"
3.	Tax Sale Receipts	C-114	3	1950-1956	2 "	"	"
4.	Check Register	C-114	4	1955-1957	1 1/4 "	"	"
5.	Bank Deposit Slips	C-114	5	1953-1956	2 "	"	"
6.	Daily Summary Cash Balance Ledger	C-114	7	1952-1956	3 "	"	"
7.	Cash Receipts	C-114	8	1948-1956	2 "	"	"
8.	General Correspondence	C-114	9	1950-1953, 1954-55	30 "	"	"
Total					71 cu. ft.		

posted 5/2/1961

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Israel
Signature

Procedure Analyst
Title

4/27/61
Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY
 Reporting Agency

Finance - Division of Assessments
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Personal Property Returns	C-10	2	1946-1954	74 cu. ft.	4/10/61	Burial
2.	Correspondence	C-10	4	1950-1956	21 "	"	"
3.	Property Cards	C-10	5	1952-1956	22 "	"	"
4.	RepOrt of Building Permits	C-10	6	1952-1957	25 "	"	"
5.	Increase and Abatement Notices	C-10	7	1953-1956	14 "	"	"
					<u>156</u>		

posted 5/2/61

I hereby certify that the above listed records were disposed of as indicated.

Thomas S. Daniel
 Signature

Procedure Analyst
 Title

4/27/61
 Date

Form HR-RM 2

(9-1-53)

Hall of Records Comm.
State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

1. Reporting Agency
Finance

2. Division or Bureau of Reporting Agency
Revenue and Disbursements

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
	Tax Certification Bills	C14	2	7/1/53 to 6/30/55	3/4 Cubic Ft.		Burned
	Check Register	C14	4	7/1/52 to 6/30/55	18 Linear In.	<i>7 1/2 cu. ft.</i>	Burned
	Correspondence	C14	9	7/1/53 to 6/30/54	1 1/2 cu. ft.		Burned
	Cancelled Checks	C-6	1	7/1/51 to 6/30/54	6 cu. ft.		Burned

*posted
1/2/59*

10. I certify that the above listed records were disposed of as indicated.

M. Arthur J.
Signature

Asst Chief
Title

Oct 20, 1959
Date

Form HR-RM 2

(9-1-53)

Hall of Records Comm.

State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

1. Reporting Agency

DEPARTMENT OF FINANCE, MONTGOMERY COUNTY

2. Division or Bureau of Reporting Agency

DIRECTOR

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
1	PAID & CANCELLED BONDS & COUPONS AS DESCRIBED ON ATTACHED SHEETS, WHICH CONSISTS OF A CREMATION CERTIFICATE AND A RESOLUTION OF THE COUNTY COUNCIL.	C-14	6	SEE ATTACHED	10 CU.FT.	COUNTY BUILDING	BURNED

posted
6/3/58

10. I certify that the above listed records were disposed of as indicated.

Alex H. Hancock
Signature

DIRECTOR OF FINANCE

Title

JUNE 3, 1958

Date



CREMATION CERTIFICATE

COVERING CERTAIN ISSUED BONDS TOGETHER WITH THE INTEREST COUPONS THEREON WHICH HAVE BEEN LIQUIDATED IN FULL, AND AS MORE PARTICULARLY DESCRIBED ON THE FOLLOWING SHEETS.

THE UNDERSIGNED HEREBY CERTIFY THAT ON THE 3RD DAY OF JUNE 1958 THE ABOVE-MENTIONED BONDS WERE CREMATED BY AND IN THEIR PRESENCE.

CREMATED BY AND IN THE PRESENCE OF:

Charles R. Tuten
CHARLES R. TUTEN, REPRESENTATIVE
OF THE COUNTY MANAGER

Kenneth A. Hill
KENNETH A. HILL, REPRESENTATIVE OF
THE DEPARTMENT OF FINANCE

ATTEST:

Lawrence A. Speelman
LAWRENCE A. SPEELMAN, CLERK
COUNTY COUNCIL FOR MONTGOMERY
COUNTY, MARYLAND

Form HR-RM 2
(9-1-53)

Hall of Records Comm.
State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION

1. Reporting Agency
Department Of Finance, MONTGOMERY COUNTY
2. Division or Bureau of Reporting Agency
Revenue and Disbursements

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
✓ 1	Cancelled Checks	C-6	1	1935 to 1945 Incl.	30 Cubic Ft.	County Building	Burned
✓	Tax Receipts - Real and Personal Property	C-6	2	1943-1947 to 1952 Incl.	79 Cubic Ft.	County Building	Burned
✓ 3	Special Improvement Assessment Tax Receipts	C-6	3	1943-1947 to 1952 Incl.	3½ Cubic Ft.	County Building	Burned
✓ 1	Miscellaneous Receipts	C-7	1	1941	½ Cubic Ft.	County Building	Burned
✓ 2	Auto Licenses Summary	C-7	2	1948	½ Cubic Ft.	County Building	Burned
✓ 1	Tax Certifications	C-14	1	1950	4 Cubic Ft.	County Building	Burned
✓ 4	Check Register	C-14	4	1950	¾ Cubic Ft.	County Building	Burned

118

7

Handwritten:
12/31/57

10. I certify that the above listed records were disposed of as indicated.

Alex K. Hamrick

Signature

Director of Finance

Title

December 19 1957

Date



Form HR-RM 2

(9-1-53)

Hall of Records Comm.

State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

1. Reporting Agency

DEPARTMENT OF FINANCE, MONTGOMERY COUNTY

2. Division or Bureau of Reporting Agency

DIRECTOR

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Re- cords Dispos- ed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to dis- posal.	9. Method of Disposal
		Schedule No.	Item No.				
1	PAID & CANCELLED BONDS & COUPONS SUBURBAN DISTRICT CERTIFICATES OF INDEBTEDNESS, 1½%, 5/1/51-60 - \$120,000 GENERAL COUNTY BONDS OF 1934, SERIES A, 5½%, 1/1/36-54 - \$218,000 GENERAL COUNTY BONDS OF 1934, SERIES B, 5½%, 1/1/36-54 - \$100,000 GENERAL COUNTY BONDS OF 1934, SERIES C, 5½%, 3/1/36-54 - \$390,000 GENERAL COUNTY BONDS OF 1934, SERIES D, 4½%, 1/1/36-45 - \$211,000 DISPENSARY SYSTEM BONDS, 5½%, 1/1/36- 54 - 200,000 POLICE STATION FUNDING BONDS OF 1931, 4½%, 10/1/32-41 - 30,000 FUNDING BONDS OF 1934, SERIES A, 4½%, 5/15/35-44 - \$100,000 FUNDING BONDS OF 1934, SERIES B, 4½%, 5/15/35-39 - \$95,000 GENERAL COUNTY BONDS OF 1934, SERIES F, 4½%, 9/1/35-54 - 178,000 REFUNDING BONDS OF 1935, 3¼%, 1/1/38- 46 - \$227,500	C-14	6	SEE BELOW	14 C.F.	COUNTY BLDG	BURNED

(CONTINUED)

Proctor
12/20/57

Form HR-RM 2

(9-1-53)

Hall of Records Comm.

State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

1. Reporting Agency
DEPARTMENT OF FINANCE, MONTGOMERY COUNTY

2. Division or Bureau of Reporting Agency
DIRECTOR

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
1	PAID AND CANCELLED BONDS & COUPONS (CONT.) REFUNDING BONDS OF 1935, 3-3/4%, 7/1/39-53 - \$578,000 REFUNDING BONDS OF 1936, SERIES AA, 2-3/4%, 7/1/41-50, (3 1/4% AFTER 1/1/46) - \$ 20,000 GENERAL CONSTRUCTION BONDS OF 1932, 5%, 4/1/35-48 - \$1,000,000 SUBURBAN DISTRICT ROAD BONDS OF 1931, SERIES B TO T, 5%, 10/1/33-51 - \$95,000						

10. I certify that the above listed records were disposed of as indicated.

✓ *Alvin K. Hancock*
Signature

DIRECTOR OF FINANCE

Title

DECEMBER 17, 1957

Date



Form HR-RM 2
(9-1-53)

Hall of Records Comm.
State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION

1. Reporting Agency DEPT. OF FINANCE
MONTG. COUNTY
2. Division or Bureau of Reporting Agency

ASSESSMENTS

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
5	PROPERTY CARDS	C-10	5	1947-1952	36.6 CU.FT.	COUNTY BLDG.	BURNED
	BUILDING PERMITS	O-10	6	1948-1952	4 CU.FT.	CO. BLDG.	BURNED

*restored to combr
12/29/55*

10. I certify that the above listed records were disposed of as indicated.

Alvin K. Hancock
Signature

Director of Finance
Title

Dec 21 1955
Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland. Department of Recreation
 Reporting Agency

Division or Bureau of Reporting Agency

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-36	1	Jan. 1956 to Dec. 1957	Letterhead size paper 4 cubic feet	12/1/60	Normal waste paper disposal
2.	Correspondence	C-36	2	Jan. 1956 to Dec. 1957	Letterhead size papers 14" thick <i>1 1/2 cu ft</i>	12/1/60	Normal waste paper disposal
3.	Weekly attendance reports	C-36	3	Jan. 1956 to Dec. 1957	Letter size materials 4" thick <i>1/2 cu ft</i>	12/1/60	Normal waste paper disposal
4.	Accounting records audited	C-36	4	Jan. 1956 to Dec. 1957	Letter size papers - 12" thick <i>1 cu ft</i>	12/1/60	Normal waste paper disposal
5.	Fiscal records not audited	C-36	5	Jan. 1956 to Dec. 1957	4 x 6 cards 14" thick Letter size papers 4" thick <i>1/2 cu ft</i>	12/1/60	Normal waste paper disposal

posted 12/5/60

7 1/2 cu ft total

I hereby certify that the above listed records were disposed of as indicated.

F V Gustafson
 Signature

Director, Department of Recreation
 Title

December 1, 1960.
 Date

Form HR-RM 2

(9-1-53)

Hall of Records Comm.

State of Maryland

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

1. Reporting Agency

Montgomery County Department of Finance

2. Division or Bureau of Reporting Agency

Division of Revenue and Disbursements

3. Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal		6. Inclusive Dates of Records Disposed of.	7. Volume (Cubic or linear feet)	8. Location of Records prior to disposal.	9. Method of Disposal
		Schedule No.	Item No.				
1	Tax Receipts	C-6	#2	7/1/52 to 6/30/57	48½ cubic feet	Basement Storage Room	Burned
2	Tax Certificates	C-14	#1	7/1/52 to 6/30/56	3½ "	" "	"
3	Correspondence	C-14	#9	7/1/54 to 6/30/57	2 "	" "	"
4	Cancelled Checks	C-6	#1	7/1/53 to 6/30/55	4½ "	" "	"
5	Misc. Receipts	C-7	#1	7/1/54 to 6/30/57	3 "	" "	"
<i>total</i>					<u>61½</u>		

posted 7/60

10. I certify that the above listed records were disposed of as indicated.

Margaret C Jones

Signature

Chief- Revenue and Disbursements

Title

July 29, 1960

Date



2/29/60

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County, Maryland, Dept. of Recreation
 Reporting Agency

Division or Bureau of Reporting Agency

m p.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-36	1.	Dec. 1954 to Jan. 1956	Letterhead size papers 4 cubic feet	2/3/60	Normal waste paper disposal
2.	Correspondence.	C-36	2.	Dec. 1954 to Jan. 1956	Letterhead size papers 12" thick 1 cu. ft.	2/3/60	Normal waste paper disposal
3.	Weekly attendance reports	C-36	3.	Dec. 1954 to Jan. 1956	Letter size materials 3" thick 1/4 cu. ft.	2/3/60	Normal waste paper disposal
4.	Accounting records audited	C-36	4.	Dec. 1954 to Jan. 1956	Letter size papers - 12" thick 1 cu. ft.	2/3/60	Normal waste paper disposal
5.	Fiscal records not audited	C-36	5.	Dec. 1954 to Jan. 1956	4 x 6 cards 12" thick Letter size papers 4" thick 1 cu. ft.	2/3/60	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

Joseph V. Gustafson
 Signature

Director
 Dept. of Title Recreation

February 3, 1960
 Date

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

✓
 Reporting Agency Montgomery County, Maryland, Department of Recreation

Division or Bureau of Reporting Agency _____

	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-36	1.	Dec. 1954 to Nov. 1955	Letterhead size papers 30" thick (4) cu ft	12/1/58	Normal waste paper disposal
2.	Correspondence	C-36	2.	Dec. 1954 to Nov. 1955	Letterhead size papers 15" thick (2 cu ft.)	12/1/58 2/27/59 <i>parted</i>	Burned



I hereby certify that the above listed records were disposed of as indicated.

Forest V. Gustafson
 Signature

Director
 Department of Title Recreation

Feb. 24, 1959
 Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

Montgomery County, Maryland, Department of Recreation
 Reporting Agency

Division or Bureau of Reporting Agency

	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-36	1.	Jan. 1954 to November 1954.	Letterhead size papers 20" thick 1 1/2	11/5/57	Normal waste paper disposal
2.	Correspondence and Personnel	C-36	2.	Jan. 1954 to November 1954	Letterhead size papers 12" thick	11/5/57	Burned
3.	Weekly attendance reports	C-36	3.	Jan. 1954 to November 1954	Letter size materials 2" thick	11/5/57	Normal waste paper disposal
4.	Accounting records audited	C-36	4.	Jan. 1954 to November 1954	Letter size papers - 3" thick	11/5/57	Normal waste paper disposal
5.	Fiscal records not audited	C-36	5.	Jan. 1954 to November 1954	4 x 6 cards 12" thick Letter size papers - 4" thick	11/5/57	Normal waste paper disposal

I hereby certify that the above listed records were disposed of as indicated.

James V. Guadagnoli
 Signature

Director
 Dept. of Title Recreation

3 1/2
 November 5, 1957
 Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
 HALL OF RECORDS COMMISSION
 STATE OF MARYLAND

Montgomery County, Maryland, Department of Recreation
 Reporting Agency

Division or Bureau of Reporting Agency

Form No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Recreation Activity Registration Forms	C-36	1.	June 1953 to Dec. 1953	Letterhead size papers- 12" thick	1/17/57	Normal waste paper disposal
2.	Correspondence	C-36	2.	May 1952 to Dec. 1953	Letter size materials - 2" thick	1/17/57	Normal waste paper disposal
3.	Weekly attendance reports	C-36	3.	June, July and August 1953	Letter size materials 3" thick	1/17/57	Normal waste paper disposal
4.	Accounting records audited	C-36	4.	June 1953 to December 1953	Letter size paper - 1" thick <i>1 1/2 cu. ft.</i>	1/17/57	Normal waste paper disposal <i>1/17/57</i>

I hereby certify that the above listed records were disposed of as indicated.

Joseph V. Gustafson
 Signature

Director
 Dept. of Title Recreation

January 17, 1957
 Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

MONTGOMERY COUNTY - CLERK OF THE CIRCUIT COURT
Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Trial Magistrates Papers	C-194	1	1830-1880, 1900- 1938	41 cu.ft.	Aug. 1, 1961	Burial <i>per 10/11/1961</i>

I hereby certify that the above listed records were disposed of as indicated.

Clayton Watkins

Signature

Clerk of the Circuit Court

Title

8-1-61

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY, DEPT. INSPECTION & LICENSES

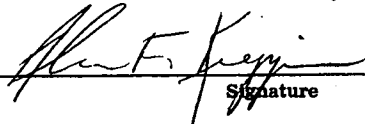
Reporting Agency

Division of Building Inspection

Division or Bureau of Reporting Agency

Form No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Building Permit Applications	C-210	3	1924-1958	25 cu. ft.	11/2/61	Buried
2.	Building Permits	C-210	4	1949-1955	11 cu. ft.	"	"
3.	Electrical Permit applications	C-210	5	1948-1958	21 cu. ft.	"	"
Total					57cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.



 Signature

Asst to Co. Mgr.

 Title

11/15/61

 Date

State of Maryland



Board of Public Works

Annapolis, Maryland

October 5, 1959

J. Millard Tawes
Governor
Louis F. Goldstein
Comptroller
Hooper S. Miles
Treasurer
Andrew Heubeck, Jr.
Secretary

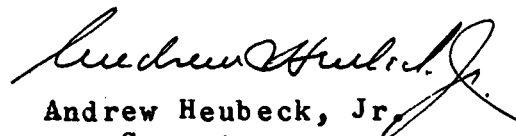
Dr. Morris L. Radoff, Archivist
Hall of Records Commission
Annapolis, Maryland

Dear Dr. Radoff:

I am enclosing a copy of a letter which we have received from Mr. Clayton K. Watkins, Clerk of the Circuit Court for Montgomery County in connection with the disposition of certain old records. I will appreciate it if you will review this request and advise me so that I may inform the Board of your feelings in connection with the disposal of these records.

Thank you for your cooperation.

Yours very truly,


Andrew Heubeck, Jr.
Secretary

AH:es
Enclosure



Montgomery County
Disposal

October 6, 1959

Hon. Andrew Heubeck, Jr., Secretary
Board of Public Works
Treasury Building
Annapolis, Maryland

Dear Mr. Heubeck:

Dr. Radoff has asked me to reply to your letter of October 5 regarding the request from Mr. Clayton K. Watkins, Clerk of the Circuit Court for Montgomery County, for permission to destroy certain old records of his office. As Mr. Watkins stated in his letter to the Board, these records were offered to the Hall of Records, but we declined to accept them for deposit.

We have arranged with Mr. Watkins to establish a records retention schedule which will govern the future disposition of the records of his office. However, it will be several weeks before this schedule can be completed. Therefore, I suggest that Mr. Watkins be permitted to destroy at this time the records listed in his letter.

Coupon
100-545-53 A
Sincerely yours,

Rex Beach

RB :mm

CLAYTON K. WATKINS
CLERK OF THE CIRCUIT COURT
FOR MONTGOMERY COUNTY
ROCKVILLE, MD.

Page -2-

affix the Seal of the Circuit Court for Montgomery County,
Maryland, this 16th day of November,
A.D., 1959.



Clerk of the Circuit Court for
Montgomery County, Maryland

Strathmore Script

100% COTTON FIBER USA



CLAYTON K. WATKINS
CLERK OF THE CIRCUIT COURT
FOR MONTGOMERY COUNTY
ROCKVILLE, MD.

September 29, 1959

Board of Public Works
Annapolis, Maryland.

Gentlemen:

I wish to inform you that I have offered a quantity of old records to the Hall of Records; they accepted some, but a great many they declined to accept. These records are taking up valuable space in the office, where space is at a premium.

I respectfully request your permission to destroy the following records:

1 record - Affidavits of Citizenship (Removal)
December 16, 1890 through February 21, 1913.

4 License books, May 31, 1946 to July 12, 1956.

Applications, Traders and other licenses, August
1946 through September 1956.

Duplicates Traders and other licenses, August 1946
through May 1956.

Hunting and Anglers licenses (Duplicates) August
1946 through December 1955.

Recording receipt books, August 1946 through
September 1956.

Third copy of marriage licenses, August 1946 through
May 1951, when we began using 3rd copy to report to
Bureau of Vital Statistics.

Orders for issuing Beverage licenses, August 1946
through September 1956.

With kindest personal regards, I am,

Yours very sincerely,


Clayton Watkins

CLAYTON K. WATKINS
CLERK OF THE CIRCUIT COURT
FOR MONTGOMERY COUNTY
ROCKVILLE, MD.

-2-

Applications and Orders for Beverage Licenses, May 1, 1938
through July 1946, 2-3/4 cubic feet.

In Testimony Whereof, I herewith subscribe my
name and affix the Seal of the Circuit Court for Montgomery
County, Maryland this 5th day
of December, A.D., 1952.


Clayton K. Watkins
Clerk of the Circuit Court for
Montgomery County, Maryland

Strathmore
Script

*Entered on list
and on card, 7/5/64
Hh*



CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Montgomery County
 Reporting Agency

People's Court
 Division or Bureau of Reporting Agency

Item	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Trial Magistrates and People's Court Papers.	250	1	1939-1960	unknown <i>(about 14 cu. ft.)</i>	<u>6/1/64</u>	<u>Burned</u>

I hereby certify that the above listed records were disposed of as indicated.

Frank E. Neenan
 Signature

Chief Clerk People's Court
 Title

July 6, 1964
 Date

RESOLUTION NO: 3-3587

RE: AUTHORIZATION TO DESTROY
CANCELLED BONDS AND COUPONS

WHEREAS, THE FOLLOWING BOND ISSUES TOGETHER WITH THE INTEREST COUPONS THEREON HAVE BEEN LIQUIDATED IN FULL:

R & B TURNPIKE BONDS OF 1898 (CHAP. 257-1898) (1898-1948) Bds. #32 TO 34 INCL. #36 TO 50 INCL.	\$ 9,000.00
HIGH SCHOOL BONDS OF 1904 (CHAP. 220-1904) (1904-1932) Bds. #26-27-28	3,000.00
4TH & 6TH ELECTION DISTRICT ROAD BONDS OF 1912 (CHAP. 697- 1912) (1912-1947) Bds. 18 TO 20 INCL. 22 TO 35 INCL.	17,000.00
7TH ELECTION DISTRICT ROAD Bds. OF 1908 (SEC. 177B-1908) (1908-1938) Bds. 17 TO 19 INCL. 21 TO 25 INCL.	8,000.00
COLESVILLE DISTRICT BONDS OF 1908 (CHAP. 113-1908) BONDS #19 AND 20	1,200.00
SCHOOL DEBT BONDS OF 1914 (CHAP. 515-1914) (1914-1934) Bds. #44 TO 52 INCL. #56 TO 58 INCL.	12,000.00
3RD ELECTION DISTRICT ROAD BONDS OF 1916 (CHAP. 246-1916) (1916-1956) Bds. #14 TO 16 INCL. #18 TO 40 INCL.	13,000.00
13TH ELECTION DISTRICT ROAD BONDS OF 1916 (CHAP. 40-1916) (1916-1940) Bds. #27 TO 32 INCL. #35 TO 48 INCL.	10,000.00
1ST, 9TH, 4TH AND 8TH DISTRICT ROAD BONDS OF 1916 (CHAP. 81- 1916) (1916-1941) Bds. 27 TO 32 INCL. 35 TO 50 INCL.	11,000.00
SCHOOL BUILDING BONDS OF 1916 (CHAP. 693-1916) (1916-1945) Bds. #27 TO 32 INCL. #35 TO 58 INCL.	30,000.00
ROCKVILLE HIGHWAY BONDS OF 1917 (CHAP. 31-1917) (1917-1947) Bds. #25 TO 30 INCL. #33 TO 40 INCL. ADD CHAP. 496 BONDS #1 TO 20 INCL.	17,000.00
SCHOOL IMPROVEMENT BONDS OF 1920 (CHAP. 696-1920) (1920- 1952) Bds. #19 TO 24 INCL. #27 TO 64 INCL.	44,000.00
TRAVILAH-HUNTING HILL ROAD BONDS OF 1920 (CHAP. 378-1920) (1920-1950) Bds. #19 TO 24 INCL. #27 TO 60 INCL.	40,000.00
OLD GEORGETOWN ROAD BONDS OF 1920 (CHAP. 673-1920) (1920-1940) Bds. #19 TO 24 INCL. #27 TO 40 INCL.	20,000.00
RIVER ROAD BONDS OF 1920 (CHAP. 729-1920) (1920-1950) BONDS #19 TO 24 INCL. #27 TO 60 INCL.	20,000.00
LATERAL ROAD BONDS OF 1920 (CHAP. 508-1920) 1ST ISSUE (1920-1941) BONDS #19 TO 24 INCL. #27 TO 42 INCL.	21,775.00
LATERAL ROAD BONDS OF 1920 (CHAP. 508-1920) 2ND ISSUE (1920-1941) BONDS #19 TO 24 INCL. #27 TO 42 INCL.	21,775.00
SLIGO-ASHTON ROAD BONDS IF 1920 (CHAP. 353-1920) (1920- 1936) BONDS #41 TO 55 INCL. #61 TO 75 INCL.	30,000.00
POOLESVILLE-BARNESVILLE ROAD Bds. OF 1920 (CHAP. 469-1920) (1920-1934) BONDS #15 TO 20 INCL. #23 TO 24 INCL.	4,000.00
JONES MILL-FRIENDSHIP HEIGHTS ROAD BONDS OF 1920 (CHAP. 675- 1920) (1920-1941) Bds. #17 TO 22 INCL. #25 TO 40 INCL.	11,000.00
LATERAL ROAD BONDS OF 1922 (CHAP. 203-1922) (3RD ISSUE BEING 1ST) (1922-1943) Bds. #15 TO 20 INCL. #23 TO 42 INCL.	25,775.00

LATERAL ROAD Bds. OF 1922 (CHAP. 203-1922) (4TH ISSUE BEING 2ND) (1922-1943) Bds. #15 TO 20 INCL. #23 TO 42 INCL.	\$ 25,775.00
PUBLIC SCHOOL BONDS OF 1922 (CHAP. 255-1922) (1922-1952) BONDS #15 TO 20 INCL. #23 TO 60 INCL.	44,000.00
ROAD REPAIR BONDS OF 1922 (CHAP. 261-1922) (1922-1952) BONDS #15 TO 20 INCL. #23 TO 60 INCL.	44,000.00
POTOMAC ROAD BONDS OF 1922 (CHAP. 404-1922) (1922-1947) BONDS #15 TO 20 INCL. #23 TO 50 INCL.	17,000.00
LATERAL ROAD BONDS OF 1924 (CHAP. 277-1924) (5TH ISSUE BEING 1ST) (1924-1941) Bds. #11 TO 16 INCL. #19 TO 33 INCL.	21,000.00
LATERAL ROAD BONDS OF 1924 (CHAP. 277-1924) (6TH ISSUE BEING 2ND) (1924-1941) Bds. #11 TO 33 INCL.	23,000.00
LATERAL ROAD BONDS OF 1924 (CHAP. 277-1924) (7TH ISSUE BEING 3RD) (1924-1942) Bds. #9 TO 33 INCL.	25,000.00
ELECTION DISTRICT ROAD BONDS OF 1924 (CHAP. 301-1924) 1ST ISSUE (1924-1950) BONDS #9 TO 58 INCL.	50,000.00
ELECTION DISTRICT ROAD BONDS OF 1924 (CHAP. 301-1924) 2ND ISSUE (1924-1950) BONDS #7 TO 48 INCL.	42,000.00
13TH ELECTION DISTRICT ROAD BONDS OF 1924 (CHAP. 22-1924) (1924-1951) BONDS #13 TO 18 INCL. #21 TO 55 INCL.	20,500.00
MONTG. Co. SCHOOL BONDS OF 1924 (CHAP. 475-1924) 2ND ISSUE (1924-1944) BONDS #136 TO 550 INCL.	415,000.00
ELECTION DISTRICT ROAD BONDS OF 1924 (CHAP. 301-1924) (1924-1948) BONDS #1 TO 36 INCL.	36,000.00
MONTG. Co. ROAD BONDS OF 1927 (CHAP. 704-1927) 1ST ISSUE (1927-1947) BONDS #5 TO 400 INCL.	396,000.00
MONTG. Co. ROAD BONDS OF 1927 (CHAP. 704-1927) 2ND ISSUE (1927-1946) BONDS #409 TO 800 INCL.	392,000.00
LATERAL ROAD Bds. OF 1927 (CHAP. 454-1927) 8TH ISSUE BEING 1ST (1927-1935) BONDS #5 TO 16 INCL.	12,000.00
1ST & 3RD PRECINCT BONDS OF 1927 (CHAP. 193-1927) (1927-1949) BONDS #3 TO 22 INCL.	20,000.00
BROOKEVILLE PIKE GRADE CROSSING ELIM. BONDS OF 1927 (CHAP. 504-1927) (1927-1947) BONDS #7 TO 60 INCL.	27,000.00
MONTG. Co. SCHOOL GYMNASIUM BONDS OF 1927 (CHAP. 481-1927) (1927-1952) BONDS #1 TO 150 INCL.	150,000.00
2ND AND 11TH ELECTION DISTRICT BONDS OF 1929 (CHAP. 456-1929) (1929-1953) BONDS #1 TO 25 INCL.	25,000.00
MONTG. Co. ROAD CONSTR. FUNDING Bds. OF 1931 (CHAP. 194-1931) (1931-1949) Bds. #1 TO 3 INCL. #7 TO 170 INCL.	167,000.00
MONTG. COUNTY POLICE FORCE DEFICIENCY BONDS OF 1931 (CHAP. 384-1931) (1931-1949) BONDS #4 TO 70 INCL.	67,000.00
GENERAL CONSTR. BOND ANTICIPATION NOTES OF 1934 (CHAP. 544-1933) (1934-1938) BONDS #1 TO 89 INCL.	89,000.00
MONTG. COUNTY SUBURBAN DIST. ROAD BONDS OF 1931 (CHAP. 459-1931) (1932-1951) BONDS #1 TO 100 INCL.	100,000.00
EMERGENCY REFUNDING BONDS OF 1935, SERIES B, LEVY 1936 (CHAP. 541-1935) BONDS #1 TO 113 INCL.	113,000.00

MONTG. CO. REFUNDING BONDS OF 1936, SERIES A (CHAP. 341-1935) BONDS #1 TO 174 INCL.	\$ 174,000.00
PUBLIC SCHOOL CONSTRUCTION BONDS OF 1935 (CHAP. 587-1935) Bds. #1 TO 401 INCL. #451 TO 556 INCL.	506,000.00
EMERGENCY REFUNDING BONDS OF 1937, SERIES A (CHAP. 541-1935) BONDS #1 TO 105 INCL.	105,000.00
MONTG. CO. REFUNDING Bds. OF 1938, SERIES A (CHAP. 257-1937) Bds. #1 TO 204 INCL. #1 THRU 203 ARE 1,000.00 - 204 IS 500.00.	203,500.00
GAITHERSBURG DISTRICT FIRE DEPT. Bds. OF 1939 (CHAP. 493- 1939) Bds. #1 TO 12 INCL. #15 TO 22 INCL.	10,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1929, CHAPTER 692 BONDS #1 TO 28 INCL.	280,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1931, CHAPTER 192 & 459, BONDS #21, 27 AND 34	44,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1930, Bds. #1 TO 250 INCL. SERIES A	250,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1931 BONDS #28 TO 33 INCL.	200,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1931, CHAPTER 459 Bds. #1 TO 150 INCL.	150,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1932, CHAP. 192, Bd. #21	39,626.00
CERTIFICATES OF INDEBTEDNESS, ISSUE OF AUGUST 1, 1932 BONDS #1 TO 105 INCL.	105,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY AUGUST 1, 1933 BONDS #1 TO 180 INCL.	700,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, CHAPTER 544 BONDS #100 TO 109 INCL.	100,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, CHAPTER 12 BONDS #39E-1 TO 39E-71 INCL.	71,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, CHAPTER 153 BONDS #1 TO 135 INCL.	135,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, CHAPTER 154 BONDS #51 TO 55 INCL.	50,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, BONDS #EYE-1, EYE-2, EYE-2R	150,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, CHAPTER 544 BONDS #A-1 TO A-6 INCL.	89,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTERS 459, 192, 544, 692 AND 230) Bds. #528, TA2, TA1-R2, 27A, 34A, E100R, E101R, E100, E101, 100R3, 100R3A, 100R3B	385,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTER 259-459) Bds. #P1, P100, P101, P100R, 529	180,000.00
NOTES, LEVY 1933, Bds. #E3A, E3B, E3C, E3D, E3E, E2A, E2B, E2C, E2D, E2E, E1, E5, E6, E7, E8, E9, E4A, E4B, E4C, E4D	200,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTER 156) Bds. #SA3R1 TO 5A3R11; SA2R1R TO SA2R11R; SA1 TO SA4; SA1R2	350,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTER 156) Bds. #SA2R1 TO SA2R11; SA2R1R2 TO SA2R11R2	100,000.00

CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTERS 52, 230, 544) Bds. #TR1-100R2, 101R2, 102R2, TAIR1	\$ 170,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933 (CHAPTER 544) Bds. #12R2, 12RIA, 12RIB, 12RIC, 12RID, 12RIE, 12R3	150,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, (CHAPTER 544) Bds. #RBA1, 2, 3, 4	118,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1933, (CHAPTER 192) 2 UNNUMBERED CERTIFICATES	100,000.00
MONTG. COUNTY SCHOOL CONSTRUCTION BONDS OF 1934 Bds. #1 TO 300 INCL.	300,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAPTER 11) Bds. #TS41, TS46	16,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAPTER 156) Bds. #SA2R3R5, SA2R5R5, SA2R6R5, SA2R10R5, SA2R11R5, SA2R3R4, SA2R5R4, SA2R6R4, SA2R10R4, SA2R11R4, SA2R1R5, SAR2R5, SA2R4R5, SA2R7R5, SA2R8R5, SA2R9R5, SAIR6	127,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAPTER 459) Bds. #34SA1 TO 34SA18 INCL.	18,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAPTER 156) Bds. #SA3R1R TO SA3R11R; SA4R1, SAIR4, SA2R3R3, SA2R5R3, SA2R6R3, SA2R10R3, SA2R11R3	172,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAPTER 2) Bds. #LB1, LB2, LB3, LB4, LB5, LB6, LB7, LBIR	200,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAP. 163, 544, 25 AND 230) Bds. #TRIR, TRIR2, TAIR3, TA2R, TA2R2, 100R3AR, 100R3BR	280,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 (CHAP. 459, 156) Bds. #34SA19, 34SA20, SA2R1R3, SAR2R3, SA2R4R3, SA2R7R3, SA2R8R3, SA2R9R3, SA2R1R4, SA2R2R4, SA2R4R4, SA2R7R4, SA2R8R4, SA2R9R4, SAIR5	130,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934, Bds. #34TA1 TO 34TA5	100,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 Bds. #SA2R1R6 TO SA2R11R6 INCL.	50,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 Bds. #34SA1R TO 34SA5R INCL.	18,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1934 Bds. #TS42, TS44, TS45, TS47, TS49	38,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1935 Bds. #35E6 TO 35E25 INCL.	184,000.00
Co. COMM. OF MONTGOMERY COUNTY, ISSUE OF JULY 15, 1934 Bds. #1 TO 30 INCL.	250,000.00
CERTIFICATES OF INDEBTEDNESS, ISSUE OF MAY 1935 Bds. #35E6B TO 35E25B INCL.	164,000.00
CERTIFICATES OF INDEBTEDNESS, ISSUED JULY 1, 1935 PAY TO BEARER	6,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1935. Bds. #35TS1 TO 24 LEVY 1937. Bds. #37TS1 TO 29	70,000.00 28,500.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1935 Bds. #35TS-16-1 TO 16-9 AND 19-1	10,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1935. Bds. #35E1 TO 5 INCL.	46,000.00

CERTIFICATES OF INDEBTEDNESS, LEVY 1935 Bds. #1935TA1 TO 1935TA28 INCL.	\$ 280,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1936 Bds. #37TA1 TO 37TA25 INCL.	250,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1936, Bds. #1 TO 25 INCL.	45,000.00
CERTIFICATES OF INDEBTEDNESS LEVY 1937, Bds. #37SA(POA)1, 37SA(LGR)1	7,700.00
LEVY 1939, Bds. #39RA3R	18,000.00
LEVY 1940, Bds. 40RA2R	15,000.00
LEVY 1941, Bd. #39RA3	21,000.00
LEVY 1942, Bds. #42E1 TO 3	300,000.00
LEVY 1943, Bds. #43TA1 TO 9	750,000.00
LEVY 1944, Bds. #44LBR-3	225,000.00
LEVY 1945, Bds. #45WEIR3-5	225,000.00
LEVY 1944, Bds. #44LBR3, 44LBIR4, 44LBIR2	750,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1937 Bds. #37TA1 TO 37TA25 INCL.	250,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1938 Bds. #38TA1 TO 38TA13 INCL.	325,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1938 Bds. #38TS1 TO 19 INCL.	35,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1938 Bds. #38SA(GS), 38SA9, 38SA1(FAP)8, 38TS2-24, 38SA-1-3(FR)	50,500.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1938 Bds. #38SA1 TO 8	40,100.00
CERTIFICATES OF INDEBTEDNESS OF 1939 (CHAPTER 11-1933) Bds. 39TS1 TO 39TS31 INCL.	31,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939 (CHAPTER 12-1933) Bds. #35E39R1 TO 35E39R13 INCL.	13,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939R (CHAP. 459-1931) Bds. #39SAIR TO 39SA3R	21,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939. Bds. #1 TO 3	21,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939, SERIES B Bds. #39TA101 TO 39TA105	125,000.00
TAX ANTICIPATION NOTES OF 1939, SERIES A, Bds. #1 TO 21 INCL.	400,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1939, Bd. #40RA1	15,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939. Bd. #39RA1	55,000.00
CERTIFICATES OF INDEBTEDNESS OF 1939. Bd. #40E1	30,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1939R Bds. #39SAIR1 TO 39SA3R1; #39SAIR2 TO 39SA3R2; #39SAIR3 TO 39SA3R3; #39SAIR4 TO 39SA3R4	84,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940 (CHAP. 459-1931) Bds. #40SAIR TO 40SA2R INCL.	19,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940 (CHAP. 11-1933) Bds. #40TS1 TO 40TS4 INCL.	39,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940. Bds. #40TA1 TO 40TA5	125,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940. Bd. #40RAIR	15,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940. Bd. #40TA6	150,000.00

CERTIFICATES OF INDEBTEDNESS OF 1940 (CHAP. 459-1931) Bds. #40SA1 TO 40SA2	\$ 19,000.00
CERTIFICATES OF INDEBTEDNESS OF 1940 Bds. #40SAIR2, 40SA2R2, 40SAIR3, 40SA2R3, 40TS4R	47,000.00
CERTIFICATES OF INDEBTEDNESS OF 1941. Bds. #41TA3 TO 41TA14	300,000.00
CERTIFICATES OF INDEBTEDNESS OF 1941, (CHAP. 591-1939) Bd. #39RAIR	39,000.00
CERTIFICATES OF INDEBTEDNESS OF 1941 Bds. #41SAIR, 41SA2R, 41TS4R, 41SA2R1	50,000.00
CERTIFICATES OF INDEBTEDNESS OF 1941 (CHAP. 459-1931) Bd. #41SA2	11,000.00
CERTIFICATES OF INDEBTEDNESS OF 1941 (CHAP. 459-1931) Bds. #41TS1 TO 41TS4 INCL.	27,500.00
CERTIFICATES OF INDEBTEDNESS OF 1941 (CHAP. 459-1931) BOND #41SA1	16,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1941. Bds. #41TA1, #41TA2	300,000.00
CERTIFICATES OF INDEBTEDNESS OF 1942. Bds. #42TA-13 - 42TA18	225,000.00
CERTIFICATES OF INDEBTEDNESS OF 1942 Bds. #42TA1 TO 42TA12 INCL.	300,000.00
CERTIFICATES OF INDEBTEDNESS OF 1942 Bds. #42TS1 TO 42TS5	16,500.00
CERTIFICATES OF INDEBTEDNESS OF 1943 Bds. #43SD1 TO 43SD3; #43SA1; #43TS1; 43TSIR AND 43TS2R; 43SAIR TO 43SA3R	235,500.00
CERTIFICATES OF INDEBTEDNESS OF 1943. Bds. #43E1 TO 180 INCL.	178,000.00
CERTIFICATES OF INDEBTEDNESS OF 1943, SERIES B BONDS #43E1 TO 105 INCL.	105,000.00
CERTIFICATES OF INDEBTEDNESS LEVY 1944, Bds. #44E4R, 44E1 TO 44E7, 44WE8 & 9, 44TA1 & 6 LEVY 1945, Bds. #45WE1 TO 6, 45HI & 2, 45WE3R-6R, 45WELR2-6 LEVY 1946, Bds. #46E1-R2-E2, 46TA-1 LEVY 1947, Bd. #47TA1-3	2,693,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1948. Bds. #48SA1 TO 5	143,000.00
TAX ANTICIPATION NOTE, ISSUE OF 1948-49. Bd. #49TA1	400,000.00
CERTIFICATES OF INDEBTEDNESS, LEVY 1944 (CHAP. 689-1943) COUPON 44LBIR4	1,500.00
CERTIFICATES OF INDEBTEDNESS, SERIES B (CHAP. 692-1927) COUPONS #1 TO 150	4,500.00
CERTIFICATES OF INDEBTEDNESS, SERIES A (CHAP. 692-1927) COUPONS #1 TO 250	7,500.00
CERTIFICATES OF INDEBTEDNESS, ISSUE OF 1944R SERIES LB BOND #44LBIR4	200,000.00
CERTIFICATES OF INDEBTEDNESS. Bds. #46E1R1, #46E2R1	562.50
REFUNDING BONDS OF 1938, SERIES B. 1938 COUPONS 30 TO 41	178.75
CERTIFICATES OF INDEBTEDNESS, LEVY 1934. Bd. #TS4-10	10,000.00
CERTIFICATES OF INDEBTEDNESS. BOND #SAIR7	50,000.00

WHEREAS, THE CANCELLED BONDS AND COUPONS HAVE BEEN CHECKED BY THE FOLLOWING EMPLOYEES: MISS MARGARET JONES, CHIEF, DIVISION OF REVENUE OF REVENUE AND DISBURSEMENTS; WALTER MATTHEWS, ASSISTANT CHIEF, DIVISION OF REVENUE AND DISBURSEMENTS; B. LUHN; J. ROTHENBERG, L. HOWARD; C. BALCH; G. TABLER, J. HAYES, D. WINOVICH AND VERIFIED BY C. R. TUTEN AND K. A. HILL AND FOUND TO BE ALL ON FILE AND ACCOUNTED FOR WITH THE FOLLOWING EXCEPTIONS:

1. R. AND B TURNPIKE BONDS OF 1898 (CHAP. 257-1898)
BOND #33 AND COUPONS FOR LEVY 1933 NOT LOCATED
2. 4TH AND 6TH ELECTION DISTRICT ROAD BDS. OF 1912
(CHAP. 692-1912) BOND #21 AND COUPONS FOR
LEVY 1933 NOT LOCATED
3. 7TH ELECTION DIST. ROAD BDS. OF 1908 (SEC. 177B-1908)
BOND #20 AND COUPONS FOR LEVY 1933 NOT LOCATED
4. SCHOOL DEBT BONDS OF 1914 (CHAP. 515-1914)
BDS. #53 TO 55 INCL. AND COUPONS FOR LEVY 1933 NOT LOCATED
5. 3RD ELECTION DIST. ROAD BDS. OF 1916 (CHAP. 246-1916)
BOND #17 AND COUPONS FOR LEVY 1933 NOT LOCATED
6. 13TH ELECTION DIST. ROAD BDS. OF 1916 (CHAP. 40-1916)
BDS. #33 & 34 AND COUPONS FOR LEVY 1933 NOT LOCATED
7. 1ST, 9TH, 4TH AND 8TH DIST. ROAD BDS. OF 1916 (CHAP. 81-
1916) BDS. #33 & 34 AND COUPONS FOR LEVY 1933 NOT
LOCATED
8. SCHOOL BUILDING BONDS OF 1916 (CHAP. 693-1916)
BDS. #33 & 34 AND COUPONS FOR LEVY 1933 NOT LOCATED
9. ROCKVILLE HIGHWAY BONDS OF 1917 (CHAP. 31-1917)
BDS. #31 & 32 AND COUPONS FOR LEVY 1933 NOT LOCATED
10. SCHOOL IMPROVEMENT BONDS OF 1920 (CHAP. 696-1920)
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
11. TRAVILAH-HUNTING HILL ROAD BDS. OF 1920 (CHAP. 378-1920)
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
12. OLD GEORGETOWN ROAD BONDS OF 1920 (CHAP. 673-1920)
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
13. RIVER ROAD BONDS OF 1920 (CHAP. 729-1920)
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
14. LATERAL ROAD BDS. OF 1920 (CHAP. 508-1920) 1ST ISSUE
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
15. LATERAL ROAD BDS. OF 1920 (CHAP. 508-1920) 2ND ISSUE
BDS. #25 & 26 AND COUPONS FOR LEVY 1933 NOT LOCATED
16. SLIGO-ASHTON ROAD BDS. OF 1920 (CHAP. 353-1920)
BDS. #56 TO 60 INCL. AND COUPONS FOR LEVY 1933 NOT LOCATED
17. POOLESVILLE-BARNESVILLE ROAD BDS. OF 1920 (CHAP. 469-1920)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED
18. JONES MILL-FRIENDSHIP HGTS. RD. BDS. OF 1920 (CHAP. 675-
1920) BDS. #23 & 24 & COUPONS FOR LEVY 1933 NOT LOCATED
19. LATERAL ROAD BONDS OF 1922 (CHAP. 203-1922)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED

- 8
20. LATERAL ROAD BONDS OF 1922 (CHAP. 203-1922)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED
 21. PUBLIC SCHOOL BONDS OF 1922 (CHAP. 255-1922)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED
 22. ROAD REPAIR BONDS OF 1922 (CHAP. 261-1922)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED
 23. POTOMAC ROAD BONDS OF 1922 (CHAP. 404-1922)
BDS. #21 & 22 AND COUPONS FOR LEVY 1933 NOT LOCATED
 24. LATERAL ROAD BONDS OF 1924 (CHAP. 277-1924)
BDS. #17 & 18 AND COUPONS FOR LEVY 1933 NOT LOCATED
 25. 13TH ELECTION DIST. ROAD BDS. OF 1924 (CHAP. 22-1924)
BDS. #19 & 20 AND COUPONS FOR 1933 AND COUPON #55
DUE DECEMBER 1931 NOT LOCATED
 26. MONTG. CO. ROAD CONSTR. FUNDING BDS. OF 1931 (CHAP. 194-
1931) BDS. #4 TO 6 INCL. AND COUPONS FOR 1932 NOT LOCATED
 27. MONTG. CO. POLICE FORCE DEFICIENCY BDS. OF 1931
(CHAP. 384-1931) BDS. #1 TO 3 INCL. AND COUPONS FOR
1932 NOT LOCATED
 28. PUBLIC SCHOOL CONSTRUCTION BONDS OF 1935 (CHAP. 587-
1935) BONDS #401 TO 450 NOT LOCATED
 29. MONTG. CO. REFUNDING BONDS OF 1938, SERIES A
(CHAP. 257-1937) COUPONS #51, 53 AND 100 NOT LOCATED
 30. GAITHERSBURG DISTRICT FIRE DEPT. BONDS OF 1939
(CHAP. 493-1939) BDS. #13, 14, COUPONS #13 TO 22,
JANUARY 1946 NOT LOCATED AND COUPONS #15 TO 22,
JANUARY 1947 NOT LOCATED
 31. CERTIFICATES OF INDEBTEDNESS, LEVY 1935
BONDS #35E1 TO 35E5 INCL. NOT LOCATED
 32. COUNTY COMMISSIONERS OF MONTGOMERY COUNTY, ISSUE OF
JULY 15, 1934. COUPONS #1 TO 30, JANUARY 15, 1935
NOT LOCATED
 33. CERTIFICATES OF INDEBTEDNESS, ISSUE OF MAY 1935
BONDS #35E10A TO 35E10R NOT LOCATED
 34. CERTIFICATES OF INDEBTEDNESS, LEVY 1935
BONDS #6 TO 25 NOT LOCATED
 35. CERTIFICATES OF INDEBTEDNESS OF 1943
BONDS #70 TO 83 AND #104 AND 105 NOT LOCATED

WHEREAS, THESE CANCELLED BONDS AND COUPONS ARE TAKING UP STORAGE
SPACE URGENTLY NEEDED FOR OTHER PURPOSES AND ARE NO LONGER OF ANY VALUE,
AND

NOW, THEREFORE, BE IT RESOLVED THAT MR. CHARLES R. TUTEN AS A REPRESENTATIVE OF THE COUNTY MANAGER AND MR. KENNETH A. HILL AS A REPRESENTATIVE OF THE DEPARTMENT OF FINANCE ARE HEREBY GIVEN AUTHORITY AND ARE DIRECTED TO

DESTROY, BY CREMATION, THE BONDS LISTED IN THIS RESOLUTION TOGETHER WITH ALL CANCELLED COUPONS AND SHALL MAKE A REPORT OF SUCH DESTRUCTION TO THE COUNTY MANAGER, AND

BE IT FURTHER RESOLVED THAT THE COUNTY MANAGER BE AUTHORIZED TO PROVIDE MR. TUTEN AND MR. HILL WITH FACILITIES FOR THE CREMATION OF THESE RECORDS, AND

BE IT FURTHER RESOLVED THAT THE DIRECTOR OF FINANCE BE AUTHORIZED TO CLOSE THE RECORD AS TO THE BONDS HEREIN AUTHORIZED TO BE DESTROYED.

ATTEST:

A TRUE COPY

LAWRENCE A. SPEELMAN, CLERK
COUNTY COUNCIL FOR MONTGOMERY
COUNTY, MARYLAND

MAY 27, 1958

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

REGISTER OF WILLS - MONTGOMERY COUNTY

Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Deposit slips	C-372	1	July-Dec.1969		5/14/73	Burned/ Buried
2.	Miscellaneous Correspondence	"	2	1968		"	"
3.	Monthly reports	"	1	1968-69		"	"
4.	Refund authorizations	"	1	1968-69		"	"
5.	Deposit slips	"	1	1968-69		"	"
6.	Monthly Reports	"	1	1967-68		"	"
7.	Equipment authorizations	"	1	1968-69		"	"
8.	Receipt books (#37,101 to 48,000)	"	1	(up to July, 1969		"	"
9.	Receipt books prior to 1968	"	1	prior to 1968		"	"
10.	Claims	"	1	1965		"	"

I hereby certify that the above listed records were disposed of as indicated.

Winfred E. Stover
Signature

Register of Wills

Title

May 18, 1973

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

REGISTER OF WILLS - MONTGOMERY COUNTY
Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
11.	Health Insurance & Reports	C-372	1	1968		"	Burned/ Buried
12.	Paid bills	"	1	1966-67		"	"
13.	Claims	"	1	1966		"	"
14.	Cancelled checks	"	1	1967-68		"	"
15.	Paid Bills	"	1	1963-64		"	"
16.	Paid Bills	"	1	1964-65		"	"
17.	Paid Bills	"	1	1967-68		"	"
18.	Refund authorizations	"	1	1967-68		"	"
19.	Monthly Reports	"	1	1966-67		"	"
20.	Deposits	"	1	1968		"	"
21.	Refund authorizations	"	1	1966-67		"	"

I hereby certify that the above listed records were disposed of as indicated.

Winnifred E. Scott
Signature

Register of Wills

Title

May 18, 1973

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

REGISTER OF WILLS - MONTGOMERY COUNTY

Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
22.	Refund authorizations	C-372	1	1967-68		5/14/73	Burned/ Buried
23.	Receipts - Rules of Court	"	1	1967-69		"	"
24.	Cancelled checks	"	1	Dec. '66- June '67		"	"
25.	Cancelled checks	"	1	1967-68		"	"
26.	Check stubs	"	1			"	"
27.	Deposit books	"	1	Dec. '66 - '67		"	"
28.	Deposit books	"	1	1963-65		"	"
29.	Refund authorizations	"	1	1960-65		"	"
30.	Monthly Reports	"	1	1960-65		"	"
31.	Cancelled checks	"	1	1962-1963; 1964-65		"	"

I hereby certify that the above listed records were disposed of as indicated.

Alvin E. Scott
Signature

Register of Wills
Title

May 18, 1973
Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

REGISTER OF WILLS - MONTGOMERY COUNTY
Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
32.	Leave slips	C-372	2	Prior to 1967		5/14/73	Burned/ Buried
33.	Check stubs	"	1	12/7/54 - 12/1/58		"	"
34.	Paid Bills	"	1	1966		"	"
35.	Cancelled checks	"	1	1965-67 12/11/58 - 6/30/65		"	"
36.	Check stubs	"	1	1965-66		"	"
37.	Deposit books	"	1	11/30/65 - 12/9/66		"	"
38.	Refund authorizations	"	1	1965-66		"	"
39.	Monthly Reports	"	1	1965-66		"	"
40.	Miscellaneous - Xerox info. file, etc.	"	2		Total: 80 cu. ft.	"	"

I hereby certify that the above listed records were disposed of as indicated.


Signature

Register of Wills

Title

May 18, 1973

Date

Posted
 NOV 17 '61
 HALL OF RECORDS

CERTIFICATE OF RECORDS DISPOSAL
 To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

MONTGOMERY COUNTY REGISTER OF WILLS
 Reporting Agency

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Receipt Books	C-25	2	1952-1956	9 cu. ft.	11/2/1961	Buried
2.	Administrative Accounting Records	"	3	1952-1956	5 cu. ft.	"	"
Total					14 cu. ft.		

I hereby certify that the above listed records were disposed of as indicated.

Virginia M. Bales
 Signature

Register of Wills
 Title

Nov. 16, 1961
 Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLANDElizabeth Asay, Register of Wills for Montgomery
Reporting Agency County, Maryland.

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	General Correspondence	C-25	1	1915 - 1952 ?	5 c.f. ✓	7-8-55	Incinerator
2.	Receipt Books	"	2	6/2/31 - 1/22/52	7 c.f. ✓	7-8-55	Incinerator
3.	Administrative Accounting Records	"	3	1898 - 1952	7 c.f. ✓	7-8-55	Incinerator

Posted

I hereby certify that the above listed records were disposed of as indicated.

Elizabeth Asay
SignatureRegister of Wills
TitleJuly 25, 1955
Date



PRINCE GEORGE'S COUNTY

County Service Building, Hyattsville, Md. 20781

TELEPHONE: 779-3850 (AREA CODE 301)

COUNTY COMMISSIONERS

FRANCIS J. ALUISI, CHAIRMAN
FRANCIS B. FRANCOIS, VICE CHAIRMAN
JESSE S. BAGGETT
M. BAYNE BROOKE
GLADYS NOON SPELLMAN

DEPARTMENT OF INSPECTIONS AND PERMITS

JOSEPH E. BARTELL, SR.
DIRECTOR

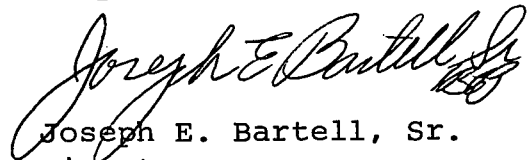
November 17, 1970

Mr. Rex Beach
Assistant Records Administrator
Hall of Records
Annapolis, Maryland

Dear Mr. Beach:

Enclosed is a Certificate of Record
Disposal covering a group of Electrical Inspection
Records destroyed recently.

Very truly yours,



Joseph E. Bartell, Sr.
Director,
Department of Inspections
and Permits

Enc.

JEB:lsh



Posted
File P. I. C.

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Department of Inspections & Permits
Reporting Agency

Division of Electrical Inspection

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Application Files ✓	C-270	1	1951-1966	9 Cubic Ft.	11-16-70	Incinerator
2	Permit Files ✓	C-270	2	1951-1966	6 Cubic Ft.	11-16-70	Incinerator
3	Defect Files ✓	C-270	3	1969-1969	1/2 Cubic"	11-16-70	Incinerator
4	Current Cut-In Certificates ✓	C-270	4	1951-1966	1 1/4 Cubic"	11-16-70	Incinerator
5	General Files ✓	C-270	5	1965-1966	1 1/2 Cubic"	11-16-70	Incinerator
6	Permit Fee Ledgers ✓	C-270	6	Retention		Retention	None
7	General Accounting Schedule	C-270	7	1965-1966	1 1/2 Cubic"	11-16-70	Incinerator

I hereby certify that the above listed records were disposed of as indicated.

Joseph E. Bonatka
Signature

Dir. Dept. Insp. & Permit. Title
11-16-70 Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLANDState Department of Social Services
Reporting AgencyMontgomery County Department of Social Services
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Case Records (Food Stamps)			Varied depending on year closed. 1960-1968	15	4-18-73	Shredded
2	Case Records (Public Assistance)			Through 1967	10	7-31-73	Shredded
3.	General Correspondence Files			Varied 1955-1967	10	8-30-73	Shredded
4	Case Records (Public Assistance, Service, Medical Assistance & Food Stamps)			Through 1968	100	9-15-73	Shredded
5	Statistical - (2445, 256A, 491, 745)			Dec. 1972 - Sept. 1973	10	10-30-73	Shredded

I hereby certify that the above listed records were disposed of as indicated.

Howard S. Dove
Signature

Administrative Assistant
Title

11-16-73
Date

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STATISTICAL DIVISION