W.S.S.C. A - 947 HR - RM	To be submitted to the	Records Management Division	1. 2.	WASHINGTO Division or	gency N SUBURBAN S Bureau of R ction Office	eporting Age	
3 Item No.	4. Description of Records Includes Title and Form Number			6. Inclusive Date of Re- cords Dispo- ed of.		8.Location of records Prior to Disposal	9. Method of Disposal
1.	Plot Plans	76	3		7½ Cu. Ft.	Office	Burned
10. I	certify that the above listed record	ds were disposed of as indi	.cated:	:	October 22 Da		

Posted

Postel = add to Eggimme.

3 Item	4. Description of Records Includes Title and Form Number	For D		Date of Re-	(cubic or	8.Location of records	9. Method of
No.		Schedule No.	Item No.	cords Dispo- ed of.	linear ft.)	Prior to Disposal	Disposal
1.	HOUSE CONNECTION APPLICATIONS (P. G. & Montg. Co.)	23	2	1962	3 1/2 CU.FT	. OFFICE	BURNED
2.	H. C. RECEIPTS	23	3	1961 - 1962	1 CU. FT.	OFFICE	BURNED
	RECEIVED						
	DEC 30 '65						

Signature

Title

Date

Rosted

	Disposal	linear ft.)	Date of Re- cords Dispo- ed of.	Item	Schedule	4. Description of Records Includes Title and Form Number	3 Item No.
Burned		9 Cu. Ft.	1959 - 1960			Water Meter Sheets	1.

Posted



3 Item No.	4. Description of Records Includes Title and Form Number		orization Disposal Item No.	6. Inclusive Date of Re- cords Dispo- ed of.	7. Volume (cubic or linear ft.)	8.Location of records Prior to Disposal	9. Method of Disposal
1.	Front Foot Benefit Charge Records	23	1	1961	3 Cu. Ft.	Office	Burned >
	certify that the above listed records were of	lisposed of as i	Indicated		July 23, 1	.965	
- 5/40	Signature	Title			July 23, 1 Da		

Posted. - els

JUN 11 '65

	Description of Records cludes Title and Form Number			Item	6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or linear ft.)	8.Location of records Prior to Disposal	9. Method of Disposal
1.	CONTRACTS		76	3		6 1/2 CU.FI	. OFFICE	BURNED
0. I certi	fy that the above listed recor	ds were disposed o upervisor Record S		.ndicated:		June 9,	1965	

posted

APR 21 '65

HALL OF RECONS

W.S.S.C. A - 947 HR - RM 2	To be submitted to	OF RECORD DISPOSAL the Records Managem rds Commission	nent	Divis	1. sion 2.	WASHINGTO Division or	N SUBURBAN S		
3 Item No.	4. Description of Records Includes Title and Form Numbe	r	Sche		Item	6. Inclusive Date of Re- cords Dispo- ed of.	7. Volume (cubic or linear ft.)	8.Location of records Prior to Disposal	9. Method of Disposal
1.	CONTRACTS			76	3		6 CU. FT.	OFFICE	BURNED
0. I co	ertify that the above listed r <i>a. Willis</i> Signature	ecords were dispose <u>Supervisor Reco</u> Title					<u>April 15,</u> Da		
								60	RECE

Posted-

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	W.S.S.C. A - 947 HR - RM 2	CERTIFICATE OF RECOR To be submitted to the Rec Hall of Records Com	ords Manager	ment Divi	1. sion 2.	WASHINGTON	Bureau of Re		
	3 Item No.	4. Descripti on of Records Includes Title and Form Number	·	4		6. Inclusive Date of Re- cords Dispo- ed of.		of records	9. Method of Disposal
	1.	DAILY TIME REPORTS		14	- 1	1958	1 1/2 Cu.F	. Office	Burned
-	10. I ce	rtify that the above listed records	were dispose	ed of as :	indicated:				
-	Daul	A. Willia Sup	ervisor Rec	ord Surve	у		March 24,	1965	
-	· / ·	Signature	<u> </u>				<u>D</u> at	.e	

Posted it

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W.S.S.C A - 947 HR - RM	To be submitted to the Records Mar	nagement Division	. Division or	ON SUBURBAN	SANITARY CC eporting Age e	
3 Item No.	4. Descripti on of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	6. Inclusive Date of Re- cords Dispo- ed of.		8.Location of records Prior to Disposal	9. Method of Disposal
1.	Contracts	76 4 3		21 Cu. Ft.	Office	Burned
10. I	certify that the above listed records were dis	sposed of as indicated Record Survey	:	March 24,	1965	
	Signature Tit	tle		Da	te	

Posteril

RECEIVED MAR 2 9 1965 OF RECORDS 4

	Schedule No.	isposal Item No.	Date of Re- cords Dispo- ed of.	(cubic or linear ft.)	of records Prior to Disposal	of Disposa
NTRACTS	76 L	1		6 Cu. Ft.	Office	Burned
	INTRACTS	INTRACTS 76 L	NTRACTS 76 C 1	NTRACTS 76 L 1	NTRACTS 76 4 1 6 Cu. Ft.	NTRACTS 76 C 1 6 Cu. Ft. Office

Signature

Title

24, Date

W

Posted 2/1165

IR - RM 2	Hall of Records	Commission	. <u>.</u>	2.	Division or Secretary's C		eporting Age	ncy
3 tem No.	4. Descripti on of Records Includes Title and Form Number			isposal Item	6. Inclusive Date of Re- cords Dispo- ed of.		8.Location of records Prior to Disposal	9. Metho of Disposa
1.	W & S EXTENSIONS		82	2	1940 - 1954 V	4 1/2 <u>C</u> U. F	T. Office	Burned
0. J ^c	ertify that the above listed reco	ords were dispose	d of as i	ndicated:		<u> </u>	<u> </u>	I
<u>_ Yau</u>	<u>l'Illis</u>	Supervisor Re Title	cord Sur	vey		January 2 Dat		

-

Posted 2/1/65

Red

3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	
1.	CONSTRUCTION CONTRACTS	76 4 3	25 1/2 CU. FT. Office Burne
	JAN 30'G	5	

Posted 12/14/64

A - 947 HR - RM :	To be submitted to the Records Ma 2 Hall of Records Commission		2.		Bureau of R nt Office	eporting Age	ncy
3 Item No.	4. Description of Records Includes Title and Form Number	5. Autho For I Schedule No.		6. Inclusive Date of Re- cords Dispo- ed of.	7. Volume (cubic or linear ft.)	8.Location of records Prior to Disposal	9. Metho of Disposa
1.	HOUSE CONNECTION APPLICATIONS	23	2	1961	4 CU. FT.	OFFICE	BURNED
10. I	certify that the above listed records were di	sposed of as i	ndicated:]	.1
Paul	a ulla Supervisor	Record Survey			December Da		

()

focted 10/8/64



W.S.S.C. A - 947 HR - RM 2	CERTIFICATE OF RECORD DISPOSA To be submitted to the Records Mana Hall of Records Commission		1. sion 2.	WASHINGTO Division or	ON SUBURBAN	SANITARY COM eporting Age	
3 Item No.	4. Description of Records Includes Title and Form Number		orization Disposal Item No.	6. Inclusive Date of Re- cords Dispo- ed of.	7. Volume (cubic or linear ft.)	8.Location of records Prior to Disposal	9. Method of Disposa
1.	W & S EXTENSIONS (Montgomery County) Value Suver)	82	2 2	1945 - 1950	4 ¹ / ₂ CU. FT.	OFFICE AREA	BURNED
10. I c	sertify that the above listed records were dispondent <i>ul li Willis</i> Signature Signature	CORD SURVEY			Aligust 2 Da		

Postel 10/8/44



W.S.S.C. A - 947 HR - RM 2	To be submitted to	OF RECORD DISPOSAL the Records Management ords Commission	nt Divisi	.on 2.	WASHING Division or	CON SUBURBAN		
3 Item No.	4. Descripti on of Records Includes Title and Form Numb			Item	6. Inclusive Date of Re- cords Dispo- ed of.	7. Volume (cubic or linear ft.)	8.Location of records Prior to Disposal	9. Method of Disposa
1. 2. 3.	CANCELED CHECKS (Salary, CANCELED CHECKS (General WARRANTS		22 22 22	1 ~ 1 ~ 2 ~	3/1/59 - 9/8/62 1958 - 1960 1958 - 1960	20 CU. FT.	lst FL. VAN	-
10. I a	ertify that the above listed <u>A. Willig</u> Signature	records were disposed				AUGUST 2 Da		

Posted 6/18/64,

W.S.S.C. A - 947 HR - RM	To be submitted to	OF RECORD DISPOSAL the Records Manager ords Commission	nent Divis	1. ion 2.	WASHINGTO Division or	N SUBURBAN S Bureau of R	eporting Age	
3 Item No.	4. Description of Records Includes Title and Form Numb					INEER'S OFFI 7. Volume (cubic or linear ft.)	8.Location of records	9. Method of Disposal
1.	CONTRACTS		76	2	1918 - 1945	4 CU. FT.	VAULT	BURNED
2.	CORRESPONDENCE		54	1	1918 - 1945	3 CU. FT.	VAULT	BURNED
10. I	certify that the above listed	records were dispose	ed of as i	ndicated:				
Pa	ul A. Willis		d Survey			June 15	, 1964	
	Signature	Title				Da		
RECEIV JUN 18 HALL OF M	3 64							

Section 3

3 Item No.	4. Description of Records Includes Title and Form Number	5. sci		ization sposal Item No.	Assessmen 6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	il 8. Location of records Prior to Dis posal.	of
1.	HOUSE CONNECTION APPLICATION		89	3		2 1/2 Cu. Ft.	Office Area	Burned
10. I au	certify that the above listed reco <u>Cartolillis</u> <u>Signature</u>	ords were disposed Supervisor Recor Title			:	February Da	6, 1964 te	

Posted 2/17/64



RECEIVA DEC 11'63

Posted 12/23/63,

W.S.S.C A - 947 HR - RM	To be submitted to	OF RECORD DISPOSAL o the Records Managemen cords Commission			WASHINGTON	SUBURBAN SA Bureau of F	NITARY COMMIS Reporting Ager	
3 Item No.	4. Description of Records Includes Title and Form Number	er Sch		ization sposal Item No.	6. Inclusive Date of Re- cords Dispo- ed of.	7. Iblume (cubic or	8. Location of records Prior to Dis- posal.	of
1.	CONTRACTS	7	6	3		7 1/2 Cu.Ft	. Office Area	Burned
	certify that the above listed <i>ul le Willes</i> Signature	Supervisor Record		ndicated		December	and the second	
	DIGNALULE	Title				Da	te	

	1						Reporting Age er Registrar	
3 Item No.	4. Description of Records Includes Title and Form Number	- •.	5. Author For Di Schedule No.	ization sposal Item <u>No.</u>	6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	8. Location of records Prior to Dis posal.	of
1.	CASH RECEIPTS STUBS		16	2	7/1959-7/1960	58 CU FT.	OFFICE ARE.	BURNED
	certify that the above listed records wer							

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Rosted 12/12/63,

- Ant ar Challe	Supervisor Record Survey	December 9_ 1963 -
<u>Signature</u>	Title	Date

A - 947 HR - RN	Hall of Recor	2. Division on Assessment	1	orting Agency	
3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorizati For Disposa Schedule Ite No. No	1 Date of Re- m cords Dispo-	(cubic or of linear ft.Pr	
1.	Front Foot Benefit Charges	23 1	1959 CEIVED AUG 23'63 OF RECOVER	2 ½ Cu. Fc.	Office Burned
10. 1 /a	certify that the above listed re	cords were disposed of as indicat Supervisor Record Survey Title	ted:	August 22, 19 Date	63 -

Posted 8123163,

3 Item No.	4. Description of Records Includes Title and Form Number	-	Author For Dia hedule No.		6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	8. Location of records Prior to Dis posal.	of
1.	CONTRACTS		76	3		21 CU.FT.	Vault	Burned
lau	certify that the above listed r <u>A. M. Millin</u> <u>Signature</u>	ecords were disposed <u>Supervisor Recc</u> <u>Title</u>		<u>y</u>	UG 9'63	August 6, Da	1963 te	-

Posted 8/9/63,

Posted 7-1-63,

W.S.S.C. A - 947 HR - RM 2	CERTIFICATE OF RECORD DI To be submitted to the Record Hall of Records Commiss	s Management Division	۰ _	 Reporting Agency WASHINGTON SUBURBAN SANITARY COMMISSION Division or Bureau of Reporting Agency Design & Drafting 				
	Description of Records cludes Title and Form Number	5. Authoriz For Dispo Schedule No.		6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	i 8. Location of records Prior to Dis posal.	. of	
	POLE PERMITS	75	2	1957	7½ Cu. Ft.	Office Area	Burned	
10. I cert	tify that the above listed records were	e disposed of as indi		<u>.</u>	June 28, 19	ـــــــــــــــــــــــــــــــــــــ		
	Signature	Title			Dalle 20, 1.			

posted - 43,e

3 Item No.	4. Description of Records Includes Title and Form Number			ization sposal Item <u>No.</u>	Constructio 6. Inclusive Date of Re- cords Dispo- ed of.	7. Iblume (cubic or	8. Location of records Prior to Dis posal.	of
1.	Formal Contracts		76	3		3 Cu. Ft.	Office	Burned
IO. I	certify that the above listed r ul a Milis Signature JUL 16'83 JUL 16'83	ecords were disposed Supervisor Record Title		ndicated	:	June 28	, 1963 te	

W.S.S. A - 94 HR - R	7 To be submitted	2 OF RECORD DISPOSAL to the Records Manag Records Commission	ement Divis	ion _	. Division or	gency N SUBURBAN S	CANITARY COMMI Reporting Agen	SSION
3 Item No.	4. Description of Records Includes Title and Form Num	aber		ization sposal Item No.	6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	8. Location of records Prior to Disposal.	of
1. 1.	BILLING RECORDS		C-191	1	1962	28 CU.FT.	OFFICE AREA	BURNED
Pau	certify that the above liste	Sppervisor Recor Title			-	the second s	5, 1963	
						Da	ate	

3 Item No.	4. Description of Records Includes Title and Form Number		Author For Di chedule No.	ization sposal Item <u>No.</u>	6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	8. Location of records Prior to Dis posal.	of
	HOUSE CONNECTION APPLICATIONS		23	2	1959	3 C. Ft.	Office Area	Burned
1 0. 1	certify that the above listed reco	ords were disposed	l of as i	ndicated	:		Posted	- &X
Pa	Signature	Supervisor Re Title	ecord Sur	vey			: 14, 1962 ite	

3 Item No.	4. Description of Records Includes Title and Form Number		ization	6. Inclusive Date of Re- cords Dispo- ed of.	7. Nolume (cubic or	8. Location of records Prior to Dis posal.	of
lë -	DAILY RECORD MATERIAL RECEIVED	91	6	1959-1960	8 CU.FT.	WAREHOUSE	BURNED
							রুমে ও
							bb
Pau	certify that the above listed records w <u>l Q. Willis</u> SUP <u>Signature</u>	ere disposed of as in ERVISOR RECORD SURVEY Title		:	NOV. 30, Da	1962 ate	

3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	Date of Re- cords Dispo-	(cubic or	8. Location of records Prior to Dis posal.	of
1.	BILLING RECORDS	C-191 1	1962	12 CU.FY.	CFFICE AREA	BURNED
ю. <u>т</u>						bk
	certify that the above listed recon will the figure	rds were disposed of as indicate MEERR SUPERVISOR RECORD SURVE		NOVEM	BER 21,1962	

21	4. Description of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	6. Inclusive Date of Re- cords Dispo- ed of.		8. Location 9. Method of records of Prior to Dis- Disposa posal.
1.	Front Foot Benefit Charge Record	23 1	1958	35눛 Cu.Ft.	Office Area Burned
Ic	certify that the above listed records wer l. A. Willis Supe	re disposed of as indicated	:	August 31.	. 1962

W.S.S. A - 947 HR - RI					 Reporting Agency <u>WASHINGTON SUBURBAN SANITARY COMMISSION</u> <u>Division or Bureau of Reporting Agency</u> <u>Water Registrar's Office</u> <u>Vater Registrar's Office</u> <u>Uater Registrar's Office</u> <u>Vater Registrar's Office</u> <u>Uater Registrar's </u>					
3 Item No.	4. Description of Records Includes Title and Form Number		orization Disposal Item No	6. Inclusive Date of Re- cords Dispo- ed of.	7. Iblume (cubic or	8. Location of records Prior to Dis posal.	of			
1.	BILLING RECORDS	C-191	1	1961	6 CU.FT.	OFFICE AREA	BHRNED			
2.	N.C.R. TAPE (NON-RECORD)		;	1961	1 CU.FT.	OFFICE AREA	BURNED			
0. 4							postu			
N.	certify that the above listed rec	KREKE SUPERVISOR RECORD		:	AUGUST 3,	1962				
	Signature	Title		· · · ·	and the standard sector of the standard sector sector sector of the standard sector of the	1902 ite	*			

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W.S.S. A - 94 HR - R	7 To be submitted to th	ne Records Management Division	2. Division of		and the second discount of the second discoun
3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorizatio For Disposal Schedule Item No. No.	on 6. Inclusive Date of Re- cords Dispo-		
1.	CONSTRUCTION CONTRACTS	-76 3		6 CU.FT. OFFICE	AREA BURNED
0. 1 Paul	certify that the above listed rec <i>LA. Willin</i> Signature	ords were disposed of as indicat SUPERVISOR RECORD SURVEY Title	ed:	AUGUST 3, 1962 Date	posted

RECEI

3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.		(cubic or	8. Location 9. Mer of records of Prior to Dis-Disp posal.	f
1.	CANCELED CHECKS DAY LABOR No. 337,416 - 417,878 SALARY No. 86,860 - 125,842 PAYROLL No. 1 - 63,000	-22 1	1958 - 1961 1959 - 1961 1958 - 1961 1/11/61-12/23/	42 CU.FT.	CABHIER'S VAULT BUR	NED
					por	ted

3 Item No.	4. Description of Records Includes Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or	8. Location 9. Method of records of Prior to Dis- Disposa posal.
1	BILLING RECORDS	C-191 1	1961	10½ CU.FT.	OFFICE ARKA BURNED
					poster 5/17/
0. 1 Pau	certify that the above listed record	s were disposed of as indicated PERVISOR RECORD SURVEY Title	1:	the second s	15, 1962 -

W.S.S. A - 94 HR - RI	7 To be submitted to the Records Mana	agement Division	1	 Reporting A <u>WASHINGTON</u> Division or Assessment 	Bureau of Re	APR 12	ECONO2
3 Item No.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Hethod of Disposal
1.	HOUSE CONNECTIONS APPLICATIONS		2	1957	2½ CU.FT.	OFFICE AREA	BURNED
						419/1962	
10. I	certify that the above listed records were and h. Wullis Signature	Supervisor F			Apri Dat	1 9, 1962 e	

W.S.S.C.CERTIFICATE OF RECORD DISPOSALA - 947To be submitted to the Records ManagementHR - RM 2Hall of Records Commission	ent Division	2. Division o	ON SUBURBAN SA	NITARY COMMISS porting Agency	LON
3 Item Include Title and Form Number N o.	5. Authorizat For Dispose Schedule Ite N o. No	Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1. DUPLICATE CONTRACTS	7.6 3	1960 - 1961	10 CU.FT.	Office Area	Burned
				4/19/1962	
10. I certify that the above listed records were di	sposed of as in Supervisor Rec Tit	1	April Dat	9, 1962 e	

W.S.S.C A - 947 HR - RM	To be submitted to the Records Mana	gement Division		2. Division or	UBURBAN SANITA	RY COMMISSION porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule N 0.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	PUBLIC UTILITIES PERMIT & SKETCHES	75	1		3 CU.FT.	Office Area	Burned
						, 1/16	A62
					· · · · · · · · · · · · · · · · · · ·	posted 4/16	
0. I	certify that the above listed records were	e disposed of a	s indica	t.ed.•			
	Paul a. Willis Signature		1	ord Survey	April Dat	9, 1962 e	

- 947 To be submitted to the Records Management Division WASHINGTON SUBURBAN SANITARY COMMISSION R - RM 2 Hall of Records Commission Division or Bureau of Reporting Agency Water Registrar's Office								
3 tem o.	4. Description of Records Includes Title and Form Number	5. Authori For Dis Schedule No.		6. Inclusive Date of Re- cords Dispo- ed of.	7. Iblume (cubic or	8. Location of records Prior to Dis posal.	of	
1.	METER BOOK PAGES	x 16	1	1956 - 1958	10 Cu.Ft.	Office Area	Burned	
2.	N.C.R. BILLING TAPE (NON-RECORD)	-		1961	44 Ou.Ft. 54 cu. pt.	Office Area	Burned	
						Malabar 1/19/19/00		

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A - 947 HR - RM		genent Division WASHINGTON SUBURBAN SANITARY COMMISSION 2. Division or Bureau of Reporting Agency Construction Office					ncy	
3 Item No.	4. Description of Records Includes Title and Form Numb	ber	5. Authori For Dis Schedule No.		6. Inclusive Date of Re- cords Dispo- ed of.	(cubic or linear ft.	a 8. Location of records Prior to Dis posal.	of
1.	CONSTRUCTION CONTRACTS	۲	76	3		9 Cu. Ft.	Office Area	Burned
								1/19/196~
). I	certify that the above listed Auch A. Millis Signature	records were dispos Superivisor Ra Title				January 1	1, 1962	1

.

W.S.S.C A - 947 <u>HR - RM</u>	To be submitted to the Records Mana;	gement Divisio		1. Reporting A <u>WASHINGTON</u> 2. Division or ASSESSMENT	SUBURBAN SANI Bureau of Re	TARY COMMISSION porting Agency	1
3 Item N o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Front Foot Benefit Charges	23	m 1	1957	35 Cu. Ft.	Office Area	8/31/61
D. I	certify that the above listed records were	disposed of a	s indica	ated:		SEP13'61	
	aul a. Willis	Supervisor		Survey	August 31,	1961	
	Signature		Title		Dat	e	

3 Item No.	M 2 Hall of Records Commiss: 4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.		CONSTRUCTI 6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Contract Data	76	3	1959-1960	16½ Cu. Ft.		Burned
							1/18/6
0.]	certify that the above listed records were						

em o.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		Assessment 6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
	FRONT FOOT BENEFIT CHARGE RECORD	23	1	1957	33½ Cu. Ft.	Office Area	Burned
						13/4	
						Jeries 33/4	
						REC	EIVeo 14'61

. .

						A	CEIVE
						(FE	B6-'61
W.S.S. A - 91		ont Divisio		1. Reporting A WASHINGTON S 2. Division or	SUBURBAN SANI	TARY COMMISSIO	OF RECORD
HR - H		SUC DIVISIO			Bureau of Re rar's Office	porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Bill Stubs	16	2	1957 & 1958 to 7/1959	65 Cu. Ft.	Office Ares	Burned
2.	Journals (Tapes) (Non-Record)				39 Cu. Ft.	Office Area	Burned
					104		
						Routed 2/8/146	
						prosted .	
10.	I certify that the above listed records were di	special of	- india				
	Paul le Willig Signature			cord Survey		1, 1961	
					Dat	ie -	

W.S.S. A - 91 HR - 1	17 To be submitted to the Records	Management Division		WASHIN 2. Divisio	ing Agency GTON SUBURBAN SA on or Bureau of ment Office	NITARY COMMISSI Reporting Agency	<u>N</u>
3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		6. Inclusi Dates of H cords Disp ed of.	Re- (cubic or	8. Location of records et)Prior to Dis- posal.	9. Method of Disposal
1.	House Connection Applications	23	2	2/12/05/1 1	957 1½ Cu. Ft.	Office Area	Burned
21	Front Foot Benefit Charges & House Connection Receipt	23	3	xxxxxxxxxxx 19	957 1 Cu. Ft.	Office Area	Burned
						Droven 2/9/61	
	Contify that the above listed would						
	I certify that the above listed records		1				
	Paul A. Willis Signature	Supervisor Recor	d Surve	у		1, 1961	
	Paul a. Willes		1		1)	ate	

3	2 Hall of Records Commi	5. Author:		Assessment 6. Inclusive	7. Volume	8. Location	9. Method
tem No.	Include Title and Form Number	For Di Schedule No	sposal Item No.	Dates of Re- cords Dispo- ed of.	(cubic or linear feet	of records)Prior to Dis- posal.	of Disposal
1. 1	Front Foot Benefit Record	23	1	1956	28.8 Cu. Ft.	Office Area	Burned
	AUG11'60			for	9/19/60		
	COF RECORD						
. I	certify that the above listed records a	Jere disposed of a	s indica	ted:			

A - 94 HR - R			n	2. Division or	Bureau of Re rafting Section	TARY COMMISSION porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N 0.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Public Utilities Permit & Sketches (Washington Gas Light Co.)	75	1	1954 - 1955	5 Cu. Ft.	Office Area	Burned
	Public Utilities Permit & Sketches (C. P. Telephone Co. and Electric Power Co.)	75	2	1954 - 1955	5 Cu. Ft.	Office Area	Burned
					R	64	
LO. I	certify that the above listed records we	re disposed of a	s indica	ted:			
	Paul A. Willis Su Signature	pervisor Record	Survey 1 Title		June 14,	1960	

Include Title and Form Number	For Di- Schedule N o.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Hetho of Disposal
Billing Register	17	1	1957 - 1958	69 Cu. Ft.	lst Fl. Vault	Burned
Bill Stubs	16	2	1957 - 1958	41 Cu. Ft.	lst Fl. Vault	Burned
I certify that the above listed record						

W.S.S.C. A - 947 HR - RM	To be submitted to the Records Manageme 2 Hall of Records Commission		n	2. Division or Design & D	SUBURBAN SAN Bureau of Re rafting Section		and the second
3 Item No.	4. Description of Records Include Title and Form Mumber	5. Author For Dis Schedule N 0.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Public Utilities Permit & Sketches (C & P Telephone Co.)	75	2	1952-1953	8 Cu. Ft.	Office Area	Burned
10. I c	certify that the above listed records were dis			ted: f Record Survey	May 6, 1 Dat		

R - R 3 item N o.	M 2 Hall of Records Commis 4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N 0.		Asse 6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
1.	Front Foot Benefit Charges	23	1	1959	16 Cu. Ft.	Office Area	Burned
					pretty	5/11/960	
•							
• 1	certify that the above listed records we Paul A. Willis Signature			ited: Record Survey	<u>May 6,</u> Dat	1960	

B tem No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.	rization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
	Front Foot Benefit Charge Record	- 23	1	1954-1955	20 Cu. Ft.	Office Area	Burned
				L			2/39/6 x
							2/34/68

R - H	Hall of Records Commissi 4. Description of Records	5. Author	rization	6. Inclusive	7. Volume	porting Agency 8. Location	
tem No.	Include Title and Form Number		Isposal	Dates of Re- cords Dispo- ed of.	(cubic or	of records)Prior to Dis- posal.	9. Method of Disposal
1.	Billing Register	~ 17	1	1957	23 Cu. Ft.	Office Area	Burned
2.	Bill Stubs	~16	2	1957	21 Cu. Ft.	Office Area	Burned
3.	N.C.R. Tape (Non-Re ord)				10 Cu. Ft.	Office Area	Burned
• •	I certify that the above listed records were	e disposed of a	as indica	ited: rd Survey			

W.S.S. A - 94 HR - R	7 To be submitted to the Records Mana	agement Division		2. Division or	ON SUBURBAN S.	MITARY COMMIS: porting Agency	SION
3 Item No.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule N 0.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Vouchers	22	2	1954 - 1955	l Cu. Ft.	Cashier's Vau	t Burned
B ¹ .	Bonds (Cancelled)	82	1		l Cu. Ft.	Office Area	Burned
						FEB 5-160	2/29/60
10. I	certify that the above listed record						
Pa	certify that the above listed records were all de Willis Superv	e disposed of as isor Record Surv	1		February 2,19 Dat	260	

$\begin{array}{r} \text{A.S.S.} \\ \text{A} - 94 \\ \text{HR} - R \end{array}$	7 To be submitted to the Records Manager	ment Divisio		1. Reporting A WASHINGTO 2. Division or Personnel	N SUBURBAN SA Bureau of Re	NITARY COMMISS porting Agency	ION
3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1. B	Individual Record of Yearly Earnings	15	1	1957 - 1958	5 Cu. Ft.	Office Area	Burned
B 10. I	certify that the above listed records were di Paul a. Willis Supervisor R. Signature		1	ted:	January 26, 1 Dat	1960	

W.S.S. A - 94 <u>HR - R</u>	7 To be submitted to the Records Man	agement Division		N SUBURBAN SAN	ITARY COMMISSIC	
3 Item N o.	4. Description of Records Include Title and Form Number	5. Authorizat For Dispos Schedule It N o. N	al Dates of Re-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
2.	House Connection Applications	23 2	1955-1956	4 Cu. Ft.	Office Area	Burned
						2/29/60
					JAN	26'60
2					Les .	Ì
10. I	certify that the above listed records wer					
3	Paul A. Willia Signature	Supervisor Record S Tit		January 2: Dat		

.

3 Etem	4. Description of Records Include Title and Form Number	5. Author For Di	sposal	6. Inclusive Dates of Re-	ion Office 7. Volume (cubic or	8. Location of records	9. Method of
No.		Schedule No.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- posal.	Disposal
1.	C _{ontract} Data	76	3 - B	1958	37쿨 Cu. Ft.	Office Area	Burned
						10/9/59	
					6		
					R		

W.S.S. A - 94 <u>HR - R</u>	7 To be submitted to the Rec	ords Mar	ageme	nt Division	n	2. Division or	SUBURBAN SANT	FARY COMMISSION porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number			5. Author: For Dis Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Water Register Billing			17	1	12/6/54-4/8/56	18 Cu. Ft.	Office Area	Burned
2.	Bill Stubs		305	16	2	12/18/55-4/19/57	4 Cu. Ft.	Office Area	Burned
								+ 15	59
								Mabel	
10. 1	Certify that the above lister of	ords we	re dis	posed of a	s indic	ited:			
	Paul A. Willie (APR15'5		risor	Record Sur	vey Title	1		959	
	AFRIDO	Ì			11016		Dat	,e	

.S.S. - 94 R - RI	7 To be submitted to the Record	s Management Division	n	1. Reporting A WASHINGTOD 2. Division on Assessmen	N SUBURBAN SAN r Bureau of Re	ITARY COMMISSI porting Agency	ON
3 tem N o.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	H ouse Connection Receipts	23	2	1954 - 1955	2 Cu. Ft.	Office Area	Burned
2.	House Connection Application	23	3	1954 - 1955	5 Qu. Ft.	Office Area	Burned
						RE	EEIVED
					3/0/21		100
					and a start		
. I	certify that the above listed record			ated:			
	Signature	Supervisor Record	Title		Bobruary 19, Dat 3/7/1259	1959 e	
					3/7/1259		

HR - F 3 Item N o.	M 2 Hall of Records (4. Description of Records Include Title and Form Number	5. Author	rization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	r's Office 7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Vouchers	22	2	1954 - 1955	20 Cu. Ft.	Cashier's Off	CEIVED
•					2/10/59	(M	AR 7-'59
10.	certify that the above listed recon <i>Paul A. Willis</i> Signature	rds were disposed of a			Pebruary 19, 1 Dat	959 e	

W.S.S. A - 91 <u>HR - F</u>	17 To be submitted to the Records Manageme	ent Division			SUBURBAN SAN Bureau of Re	TTARY COMMISSI porting Agency	
3 Item N o.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule N c.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Ledgers	17	2	1955	16 Cu. Ft.	Office Area	Burned
10.	I certify that the above listed records were di-	sposed of as	s indic	ated:			
*·····	Signature Supervi	sor Record :	Survey Title		January 13, Dat		

R - RM					FL OFFICE	ANITARY COMMIS porting Agency	
3 tem No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
1.	Yearly Earning Cards	15	1	1955 -195 6	3 Cu. Ft.	Office Area	Burned
 •I	certify that the above listed records w	ere disposed of a	s indica	ted:			

W.S.S. A - 91 HR - F	17 To be submitted to the Records Managem	ent Divisio	on	2. Division or	UBURBAN SANTS	ARY COMMISSION porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	sposal	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Bill Stubs	16	2	1955	15 Cu. Ft.	Office Area	Burned
	· · · · · · · · · · · · · · · · · · ·	-					
10.	I certify that the above listed records were di			ated:			
	Signature Superv	visor Rocord	d Survey Title	· · · · · · · · · · · · · · · · · · ·	Jamary 13 Dat	1959 .e	

.

W.S.S. A - 91 HR - F	17 To be submitted to the Records Manageme.	nt Divisio	n		SUBURBAN SANT Eureau of Re	TARY COMMISSION porting Agency	
3 Item N o.	li. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		•	7. Volume (cubic or	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Salary Checks (No. 52659 to No. 65458)	22	1	195 7	2 Cu Ft.	Cashier's Offic	e Burned
2.	Day Labor Checks (222215 to 263814)	22	l	1957	15 Cu. Ft.	Cashier's Offic	e Burned
10.	I certify that the above listed records were dis	posed of a			muary 12, 1959	 >	
	Signature		Title		Dat		

•

W.S.S.C.CERTIFICATE OF RECORD DISPOSA - 947To be submitted to the Records MaHR - RM 2Hall of Records Commis	nagement Division	2. Division of	ON SUBURBAN SI	NITARY COMMISS porting Agency	
3 L. Description of Records Item Include Title and Form Number No.	5. Authorization For Disposal Schedule Item N c. No.	Dates of Re-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
L. Contract Data (Old FWA Contracts)	76 1		4 Cu. Ft.	Wault-2nd Fl.	Burned
10. I certify that the above listed records we					
Signature	Supervisor Record Su Title	irvey	January 13, 1 Dat		

·

R - RM 2 Hall of Records Commi 3 4. Description of Records	ssion 5. Authorization	2. Division or Const			
tem Include Title and Form Number N o.	For Disposal Schedule Item N o. No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
L. Contract Data	76 34		18 Cu. Ft.	Office Area	Burned
• I certify that the above listed records w Paul a. Willis Signature	Jere disposed of as indic Supervisor Record Su Title		January 13 Dat		

em O.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule		6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feat	8. Location of records)Prior to Dis-	9. Metho of
		N Co	No.	ed of.	IIIcal ICel	posal.	DISPOSAL
	WATER REGISTER BILLING	17	1		7 Oa. Ft.	Office	Burned
5							
					A		
				,	9/18/2	C Elvin	
				/*		SEP 8-150	1
				2 Jun		SEP 8-58	
				X		- ne	
I	certify that the above listed records w						5.25

1.S.S. A - 91 HR - F	17 To be submitted to the Records Manageme	nt Divisio		1. Reporting A <u>WASHINGTON</u> 2. Division or <u>Construction</u>	BURBAN SANT Bureau of Re	TARY COMMISSION porting Agency	1
3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N c.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Hethod of Disposal
1	Contract Data	76	3		8 Cu. Ft.	Office Area	Burned
10.	I certify that the above listed records were dis Paula. Willie Signature	sposed of a Supervisor	Record S		July 14, 1	1958	1116/58
	orguature		Title		Dat	e	

A -	S.C. CERTIFICATE OF RECORD DISPOSAL 947 To be submitted to the Records Manageme RM 2 Hall of Records Commission	ent Divisio	n	2. Division or	SUBURBAN SAN	ITARY COMMISSI porting Agency E	01
3 Item N o		5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Water Billing Register						
8	(Includes Monthly Billing)	17	l	1954	11 Cu. Ft.	Office Area	Burned
						Marles	
10.	I certify that the above listed records were dis	sposed of a	s indica	ated:			
	Signature Signature CC: Hall of Records Byron Lindley Paul A. Willis	sor Record	Survey Title	FEB 28'58	February Dat	27, 1958 e	

H.S.S. A - 94 HR - R	17 To be submitted to the Records Manageme	ent Division				TTARY COMMISSIC porting Agency	<u>N</u>
3 Item No.	4. Description of Records Include Title and Form Number	5. Authoriza For Dispo Schedule N c.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Bill Stubs	16	2	1952 - 1954	30 Cu. Ft.	Office Area	Burned
*						porter	14/58
10.	I certify that the above listed records were dis Paul A. Willis Super Signature	sposed of as visor Record T			January 6 Dat	, 1958 e JAN	8-'58 RECORD

N.S.S.C A - 947 HR - RM	To be submitted to the		nt Divisio		1. Reporting A <u>WASHINGTON</u> 2. Division or Constructi	I SUBURBAN SAN Eureau of Re	ITARY COMMISSI porting Agency	ON
3 Item N o.	4. Description of Records Include Title and Form Nu	nber	5. Author For Di Schedule No.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Hethod of Disposal
1. 8	Contract Data		76	3-b		30 Cu. Ft.	Office Area	Burned
10. I A.	certify that the above list	ed records were dis Supervisor				nuary 6, 1958 Dat	e JANS	

#.S.S. A - 91 <u>HR - 1</u>	17 To be submitted to the Records Manageme	ent Division		1. Reporting A WASHINGTON 2. Division or PERSONNEL	SUBURBAN SAN Eureau of Re	ITARY COMMISSI porting Agency	<u>NC</u>
3 Item No.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule	sposal Item	6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis-	9. Method of Disposal
1	Individual Record & Yearly Earning Cards (Mic ROFILM)	N c.	<u>No.</u> 1	ed of. 1953 - 1954	3 Cu. Ft.	posal. Office Area	Burned
•						RECEIVE)	57
10.	I certify that the above listed records were dis accel a Willia Supervisor Signature	sposed of a		ated:	December 20, Dat		33)

 3 Item No. 4. Description of Records Include Title and Form Number 1. FRONT FOOT BENEFIT CHARGES 			2. Division or Assessment		TARY COMMISSIO porting Agency	N
1. FRONT FOOT BENEFIT CHARGES	5. Authoriz For Dis Schedule N c.	zation posal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
	23	1	1953	6 -1/ 3 Cu. Ft	• Office Area	Burned
 10. I certify that the above listed records were dim 	.sposed of as	indica	ated:		produce	5
Signature Su	pervisor Reco	ord Sur Fitle	rvey	Sept. 1 Dat		

nu - n	7To be submitted to the Records Manageme:M 2Hall of Records Commission	nt Division	n	WASHINGTON 2. Division or Design & D	Bureau of Re	TTARY COMMISSI porting Agency	ON
3 Item No.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Public Utilities Sketches & Permits (C & P Telephone Co. & Potomac Electric Power Co.)	75	2	1949 - 1951	10 Cu. Ft.	Office Area	Burned
8	RECEIVED					the of	157
10.	SEP 17'57 Control of the state	posed of a r Record Su			Sept. 16, 19 Dat		

3 Item	Include Title and Form Number		ization sposal	6. Inclusive Dates of Re-	7. Volume (cubic or	of records	9. Method of
Į 0.		Schedule No.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- posal.	Disposal
1.	Contracts - Duplicates	76	3	#1 - #935	20 Cu. Ft.	Old Warehouse Bladensburg	Burned
	Daily Work Order 7 3 m	79	3	1953 - 1957?	7 ¹ / ₂ Cu. Ft.	Offiëe Area	н
3.	Work Order Authority	Non-re	cord	1955 - 1957	l Cu. Ft.	Office Area	
8						post	7/19/3
	certify that the above listed records were di						

3 Item N o.	2 Hall of Records Comminies 4. Description of Records Include Title and Form Number		5. Author For Dis Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	tion Office 7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Nethod of Disposal
1.	Monthly Car Sheet	~	121	3	1922 - 1930	30 Cu. Ft.	Old Warehouse Bladensburg	Burned
2							19/57	
.0. I	certify that the above listed records w	reve dia	posed of a	s indict	tod.			

em I O.	4. Description of Records Include Title and Form Number		5. Author: For Di Schedule	ization sposal Item	6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or	8. Location of records)Prior to Dis-	9. Methodof
			N O.	No.	ed of.	TIMear Teet	posal.	Disposal
1.	Duplicate Invoices	V	27	l	1947	12 Cu. Ft.	Old Warehouse Bladensburg	Burned
~	Deposit Slips	2	21	2	1918 - 1933	10 Cu. Ft.	11	Ħ
3.	Cancelled Checks	v	22	1	1918 - 1933	8 Cu. Ft.	11	R
							posted	
5								

SAL anagement Division ssion		WASHING 2. Division or	ON SUBURBAN S	ANITARY COMMIS porting Agency	SION
		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
76	3		25 Cu. Ft.	Warehouse	Burned
79	2		4 ¹ Cu. Ft.	11	11
ere disposed of a	s india	tode			-
ere arsposed of a	2 TUOTC				
	anagement Division ssion 5. Author: For Di Schedule N 0. 76 79	SAL anagement Division ssion 5. Authorization For Disposal Schedule Item N 0. No. 76 3 79 2	SAL anagement DivisionWASHINGYanagement Division2. Division or Constructssion5. Authorization For Disposal Schedule6. Inclusive Dates of Re- cords Dispo- ed of.No.No.6. Inclusive Dates of Re- cords Dispo- ed of.	MASHINGTON SUBURBAN S anagement Division 2. Division or Bureau of Re- Construction Office 5. Authorization For Disposal 6. Inclusive Dates of Re- cords Dispo- ed of. 7. Volume (subic or linear feet 76 3 25 Cu. Ft. 79 2 11/2 Cu. Ft.	Sal anagement Division WASHINGTON SUBURBAN SANITARY COMMIS 2. Division or Bureau of Reporting Agency Construction Office 5. Authorization For Disposal Schedule 6. Inclusive Dates of Re- cords Dispo- ed of. 7. Volume (cubic or posal. 8. Location of records 76 3 25 Cu. Ft. Warehouse 79 2 $4\frac{1}{2}$ Cu. Ft. "

W.S.S. A - 91 <u>HR - F</u>	17 To be submitted to the Records Management	nt Division	2. Division or	SUBURBAN SAN	ITARY COMMISSIC porting Agency	<u>N</u>
3 Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal Schedule Item No. No.	Dates of Re-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
	Miscelleneous File					
9 9 5.	Purchase Order Duplications House Connection Cards Materials Issue Slips Truck Inventory Cards Materials Received	92 2-d Non-Record 136 2 Non-record Non-record		22 Cul Ft.	Warehouse	Burned
•	I certify that the above listed records were dis	wosed of as indi	cotted.			
	Paul Q. Wiellis	Supervisor Reco		July 8, 1957	,	
	Signature	Title		Dat	the second se	

•

A - 94	N.S.S.C.CERTIFICATE OF RECORD DISPOSALA - 947To be submitted to the Records Management DivisionHR - RM 2Hall of Records Commission			 Reporting Agency <u>WASHINGTON SUBURBAN SANITARY COMMISSION</u> Division or Bureau of Reporting Agency <u>Secretary's Treasurer's Office</u> 				
3 Item N o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal	
1	CONTRACTS	76	1		7 <u>1</u> Cu. Ft.	Vffice Area	Burned	
8							400 Augustus 1/1~/57	
10.	certify that the above listed records were dis	posed of a Supervisor			June Dat	<u>29, 1957</u> je		

em I o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
8	PAYROLL REGISTER	114	2	1949 - 1955	9 Cu. Ft.	Office Area	Burned
		, - , -					
B	·						
	certify that the above listed records						

W.S.S. A - 91 <u>HR - H</u>	17 To be submitted to the Records Ma	nagement Division	2. Division of	NGTON SUBURBAN	SANITARY COMM porting Agency	ISS ION
3 Item No.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal Schedule Item N o. No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1	Contracts	76 3		1 <u>1</u> Cu. Ft.	Old Office B	
8						protect
10.	I certify that the above listed records we					
	Paul a. Willis Signature	Supervisor Record S Title	urvey	June 29, Dat		

3 tem N o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
•	Cancelled Checks	. 22	l	1953 - 1956	172 Cu. Ft.	Office Area	Burned
B							Juster Juster
	certify that the above listed records w						

W.S.S. A - 94 <u>HR - R</u>	7 To be submitted to the Records Managem	ent Divisio	n	2. Division or	I SUBURBAN SAN	ITARY COMMISSI porting Agency sion	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Daily Record Materials Received (Transferred from Purchasing Office)	91	6		6 Cu. Ft.	Warehouse	Burned
	Materials Received Ticket (Transferred from Comptroller's Office)	28	2		5 Cu. Ft.	Warehouse	Burned
						posted	6/24/57
						REC	24'57
10.	certify that the above listed records were di	sposed of a	s indic	ated:		Nº OF	RECORD
	ppp nd. nd.	pervisor Re			June 20,	1957	
			TOTO	·	Dat	e	

W.S.S. A - 94 <u>HR - R</u>	7 To be submitted to the Records Managem	ent Division	n	 Reporting A <u>WASHINGTON</u> Division or Plumbing December 1 	SUBURBAN SANI Bureau of Re	TARY COMMISSIO porting Agency	<u>N</u>
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Gas Inspection Cards	77	8	1950 - 1951 (10,800 thru 10	38 2/3 Cu.Ft 0,000)	. Warehouse	Burned
	Post Cards (Application & Permit)	77	4 -	1948 - 1951	10 2/3 Cu.Ft	. Warehouse	Burned
3.	Plumbing Inspection Cards	77	91	1940 - 1951	40 Cu. Ft.	Warehouse	Burned
4.	Certification of Gas Inspection	77	5	#1 thru 36,799	13 1/3 Cu. F	t. Warehouse	Burned
					103 m.H.		
						6	1/57
	JUN 6-'57					poaled	
10. 1	certify that the above listed records were di	sposed of a	s indic	ated:			
	Signature Paul G. Willis S	upervisor Re	ecord Su	urvey	May 28,		
	oxPravaro		Title		Dat	e	391-5

W.S.S.C.CERTIFICATE OF RECORD DIS.A - 947To be submitted to the RecordsHR - RM 2Hall of Records Communication	WASHINGTO 2. Division	WASHINGTON SUBIRBAN SANTTARY COMMISSION				
3 Item Include Title and Form Number N o.	5. Authorizat For Dispos Schedule It No. N	al Dates of Re-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal	
1 Cancelled Checks	22 1	1953 - 1955	192 Cu. Ft.	Office Area	Burned	
10. I certify that the above listed records			+			
Signature	Supervisor Record Tit	le	February Dat	25, 1957 te		

N.S.S. A - 91 <u>HR - F</u>	17 To be submitted to the Records Manageme	ent Divisio	n	2. Division or	ON SUBURBAN SA	NITARY COMMISS porting Agency	TON
3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Front Foot Benefit Charge	23	21	1952	2 Cu. Ft.	Old Office Bl	g. Burned
0	House Connection Application	23	\$2	1952	2 Cu. Ft.	Old Office Blo	
20	Front Foot Receipt File	23	3	1951-1952	2 Cu. Ft.	Old Office Bla	
10.						Jul 14/57	
	certify that the above listed records were dis	sposed of a			January 29 Dat	1957	EB 1-57
							OFRECON

N.S.S. A - 94 HR - R	7 To be submitted to the Records Manageme	nt Division		1. Reporting A <u>WASHINGTON SI</u> 2. Division or <u>Secretary's</u>	UBURBAN SANIT Bureau of Re	ARY COMMISSION porting Agency	
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Formal Contracts (#651 thru #1227)	76	1	#651 thru #1227	13 ¹ / ₂ Cu. Ft.	Office Area	Burned
10.	I certify that the above listed records were dis Paul a. Willig Sur Signature	sposed of a			January 2 Dat	FE	EB 1-'57

A - 947	R - RM 2 Hall of Records Commission				 Reporting Agency WASHINGTON SUBURBAN SANITARY COMMISSION Division or Bureau of Reporting Agency CONSTRUCTION OFFICE 			
3 Item N o.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal	
1.	Contracts	76	3-a		3 ¹ /2 Cu. Ft.	Old Office E	dg Burned	
••						posted 3	51	
10. I	certify that the above listed records were di	sposed of a Supervisor			Jannary	18, 1957		
6	Signature	Supervisor	Title		Dat	the second se		

W.S.S.(A - 947 HR - RN	To be submitted to the Records Manageme	ent Divisio		1. Reporting A WASHINGTON S 2. Division or REPORT SECT	SUBURBAN SANT Bureau of Re	TARY COMMISSION porting Agency	ł
3 Item N o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule No.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Tabulation of Bids	76	2		1½ Cu. Ft	Office Area	Burned
2	Plans PWA	Non-re	cord		6½ Cu. Ft	11	11
10. I	certify that the above listed records were di	sposed of a	s indica	ited:			
	<u>Faul A. W. illis</u> s	upervisor H	lecord Su	urvey	January 18,		
•			Title		Dat	æ	

3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	H. C. Applications	89	2	1954	4월 Cu. Ft.	Old Office Bl	dg. Burned
	Material Issue Ticket	28	3	1951	3 ¹ / ₂ Cu. Ft.	π	II
ð	Transportation	28	l	1953	4월 Cu. Ft.	П	н
4.	Daily Time Report	1)1	l	1953-1954	18½ Cu. Ft.	П	11
5.	Contracts	29	l		1 ¹ / ₂ Cu. Ft.	11	11
6.	Daily Work Orders	79	3	1953	10 <u>1</u> Cu. Ft.	П	11
7.	Billed Work	30	1	1951	l ¹ / ₂ Cu. Ft	II	н
8.	Incinerator Tickets	28	5	1953	$4\frac{1}{2}$ Cu. Ft	11	Ħ
9.	Purchase Orders	Non-re	cord		1월 Cu. Ft	11	11
10,	Warrant Copies	22	2	1954	3 Cu. Ft.	11	11
	Stock Cards	91	7	1951	8 Cu. Ft.	11	ŦŦ
				Total	13 cm 17		

3 tem No.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule		6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis-	9. Method of Disposal
		No.	No.	ed of.		posal.	
	Construction Contracts (Data)	76	3 - b	1952 - 1954	28½ Cu. Ft.	Old Office Building	Burned
						tester	1/6/3
•	I certify that the above listed records wer						
ECEI	Signature	Superviso	Title	d Survey	November 30), 1956 ta	

3 tem N o.	4. Description of Records Include Title and Form Number	5. Authorization For Disposal Schedule Item N o. No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Methodof of Disposal
1.	DAILY REPORTS	136 3	1954	1 ¹ / ₂ Cu. Ft.	Office	Burned
2.	MATERIAL ISSUE SLIPS	NON-RECORD		1 Cu. Ft.	Office	Burned
	MONTHLY TRUCK INVENTORY	NON-RECORD	1	$l\frac{1}{2}$ Cu. Ft.	Office	Burned
4.	DAILY WORK ORDERS	NON-RECORD		$1\frac{1}{2}$ Cu. Ft.	Office	Burned
5.	DAILY TIME REPORTS	NON-RECORD		l Cu. Ft.	Office	Burned
6.	REQUISITION SHEETS	136 2		l Cu. Ft.	Office	Burned
7.	DUPLICATE PLANS	NON-RECORD		2 Cu. Ft.	Office	Burned
•						
0.	I certify that the above listed records	were disposed of as indi	cated:	+		
	Paul 4. Willis	Supervisor - R Title	ecord Survey	7	/19/56	1

W.S.S. A - 94 HR - R	7 To be submitted to the Records Manage			2. Division or	SUBURBAN SANT Bureau of Re	TARY COMMISSIO porting Agency TARY'S OFFICE	N
3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1	VOUCHERS	22	2	1950 - 1951	10 Cu. Ft.	Office	Burned
10.	I certify that the above listed records were <u>Paul A. Willis</u> Signature			ated: Record Survey	7/19, Do	/56 ta	156

iem io.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Metho of Disposal
	HOUSE CONNECTION APPLICATIONS W & S	23	2	1919 - 1952	30 Cu. Ft.	Plumbing Offic	e Burned
6				(The above docu the Assessment			
						17	
						Nor 36	
	certify that the above listed records were	disposed of a	as indic	ated:			

3 cem	4. Description of Records Include Title and Form Number	5. Authori For Dis	sposal	6. Inclusive Dates of Re-	7. Volume (cubic or	8. Location of records	9. Method of
10.		Schedule No.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- posal.	Disposal
1	Public Utilities Permit and Sketches (Washington Gas Light Co.)	75	1	1921 - 1948	15 Cu. Ft.	Office Area	Burn
	Public Utilities Permit and Sketches (C & P Telephone Co.)	75	2	1920 - 1948	12 Cu. Ft.	Office Area	Burn
						Porter Contraction	
5						6 mol	

3 Item No.	4. Description of Records Include Title and Form Number	5. Author: For Di Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1	VOUCHERS	22	2	1945 - 1949	16 Cu. Ft.	2nd Fl. Vault	Burned
•	MAY 29 1956 ALLOF MELORDS						Land Last

3 Etem N o.	4. Description of Records Include Title and Form Number	Schedule	sposal Item	6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis-	9. Method of Disposal
	CONSURUCTION CONTRACTS	<u>No.</u> 76	No. 3a) 1-A ?	ed of.	9 Cu. Ft.	posal. Old Office Building	Burned
							and the second sec
							Aller H

W.S.S. A - 94 HR - R	7 To be submitted to the Records Management	nt Division		1. Reporting A <u>WASHINGTON</u> 2. Division or <u>Warehouse</u>	SUBURBAN, SANT	PARY COMMISSION Porting Agency	И
3 Item No.	4. Description of Records Include Title and Form Number	Schedule	sposal Item	6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis-	9. Method of Disposal
		N O.	No.	ed of.		posal.	
1.	Loading & Hauling Materials Reports (E-163 & E223)	Non-Rec	rd	1949 - 1951	1/8 Cu. Ft.	Vault	Burn
2.	Material Requisition Sheets (A-759)	Non-Rec	prd	1949 - 1951	1 Cu. Ft.	11	11
8	Material Issue Slips	28	31	1949 - 1951	1 Cu. Ft.	П	11
4.	Material Received Ticket	28	2"	1950	1/4 Cu. Ft.	11	11
5.	Material Receipt & Inspection Record (E-1034)	Non-Rec	ord	1949 - 1951	1/4 Cu. Ft.	н	11
6.	Plans (Water & Sewer)	74	1/		$1/\frac{1}{2}$ Cu. Ft.	П	11
7.	Authoriaztion to Purchase	Non-Rec	ord	1949 - 1952	1/8 Cu. Ft.	П	11
8.	Duplicate Contracts (Formal & Labor)	76	1/	1949 - 1951	5 <u>1</u> Cu. Ft.	H	11
2						RECEI	VED
•						JAN 13	1956
						HALL OF R. ANNAPOLI	
10.	I certify that the above listed records were di	sposed of	as indic	ated:			the second secon
	Paul 4. Willis Signature	Supervi	sor - I Title	Record Survey	Janua	ary 11, 1956	

3 tem	4. Description of Records Include Title and Form Number	5. Author: For Dia		6. Inclusive Dates of Re-	7. Volume (cubic or	8. Location of records	9. Method of
N 0.		Schedule No.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- posal.	Disposal
	Water & Sewer Extension Reports (3rd Copy)	122	1	1935 - 1945	7 <u>1</u> Cu. Ft.	Office	Burn
	RECEIVED						50025
	DEC 7 1955 HALL OF RECORDS ANNAPOLIS, MD.						

3 tem	4. Description of Records Include Title and Form Number	5. Author: For Di		6. Inclusive Dates of Re-	7. Volume (cubic or	8. Location of records	9. Method of
N o.		Schedule N o.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- po s al.	Disposal
1	Contracts (Construction)	76	3 ?	1945-1952	75 Cu. Ft.	Old Office Building	Burned
						montal	41 11/10/5
	RECEIVED						
	NOV 18 1955 HALL OF RECORDS						
	ANNAPOLIC, MD.						

m	4. Description of Records Include Title and Form Number	5. Author: For Di		6. Inclusive Dates of Re-	7. Volume (cubic or	8. Location of records	9. Metho of
0.		Schedule No.	Item No.	cords Dispo- ed of.	linear feet)Prior to Dis- posal.	Disposal
	Vouchers	22	2	1918-1944	29 Cu. Ft.	Vault	Burned
	Contracts (Construction)	76	1	1941)- 1948	19 ¹ / ₂ Cu. Ft.	Vault	Burned
							The way
							1131
							.,

em o.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule N 0.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
	FRONT FOOT BENEFIT CHARGE RECORDS	23	1	1951	5 Ft. Cu. F	c. Office	Burned
	Certify that the above listed records we	re disposed of Supervisor			November		

3 Item No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule No.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
1.	Storm Drain Plans	90	6		1늘 Cu. Ft.	Office	Burn
	Specifications	92	l		6 Cu. Ft.	Ħ	11
	Weekly Reports	92	3		3/4 Cu. Ft.	5	11
).	I certify that the above listed records we and a Willis Signature			ated: ecord Survey	: Octobe Da		Juleal 1281

em I o.	h. Description of Records Include Title and Form Number	5. Author: For Di Schedule	ization sposal Item	6. Inclusive Dates of Re- cords Dispo-	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis-	9. Method of Disposal
		N O.	No.	ed of.		posal.	
1	Material Received Ticket	28	2	1918 to 1949	Unknown	Old Warehouse	Burne
	Incinerator Weight Paper	28	5	Unknown	5월 Cu. Ft.	Old Warehouse	Burned
	Billed Work Invoices	30	l	1942 to 1952	30 Cu. Ft.	Old Warehouse	Burned
		S a the s					
.]	certify that the above listed records						
	Signature	Supervi	isor-Reco	ord Survey	Oct. 3.	1955 te	

W.S.S.C A - 947 <u>HR - RM</u>	To be submitted to the Records Manageme	nt Division				itary Commission porting Agency	on
3 Item N o.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule N o.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
l	Correspondence	non-reco	rd	1948	3 Cu. Ft.	Old Warehouse	Burn
•2	Water Billing Register	17	3	unknown	4 ¹ Cu. Ft.	New Warehouse	Burn 🦟
•							
10. I	certify that the above listed records were di			ated: rd Survey	Octobe	r 3, 1955	
	Signature		TITLE		Da		and the property is

R - RN	1 2 Hall of Records Commis	sion		Plumbing D	epartment		[
3 tem No.	4. Description of Records Include Title and Form Number	5. Author For Di Schedule No.	ization sposal Item No.	6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet	8. Location of records)Prior to Dis- posal.	9. Method of Disposal
	Record of Plumbing Inspection	77	9	1926 - 1936	5 Cu. Ft.	Office	Burned
	certify) that, the above listed records we	ere disposed of a	as indica	ated:			

3 tem No.	4. Description of Records Include Title and Form Number	5. Authori For Dis Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume (cubic or linear feet)	8. Location of records Prior to Dis- posal.	9. Method of Disposal
	CASHIER'S RECEIPTS	21	3	1924 - 1949		Bladensburg Warehouse & Old Office Building	Burn

CK

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3 tem	4. Description of Records Include Title and Form Number		sposal_	Dates of Re-	(cubic or	of records	9. Method of
No.	· ·	Schedule No.	Item No.	cords Dispo- ed of.	linear feet)	Prior to Dis- posal.	Disposal
	BILL STUES	16	2	1951	6 cu. Ft.	Office Area	Burn
					-		
	·						-

ok

em lo.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	(cubic or	8. Location of records Prior to Dis- posal.	9. Metho of Disposal
1	BILL STUBS	16	2	1938 - 1950	36 Cu. Ft.	Bladensburg Warehouse	Burn
	I certify that the above listed record	s were disposed of	of as in	dicated:			

em o.	4. Description of Records Include Title and Form Number	5. Author For Dis Schedule No.		6. Inclusive Dates of Re- cords Dispo- ed of.	7. Volume 8. Location 9. Method (cubic or of records of linear feet) Prior to Dis- posal.
-	Meter Book Pages	16	1	1949 - 1950	8 Cubic Feet 1st Floor Vault Burn
+					
. I	certify that the above listed record	s were disposed o	of as in	dicated:	

1.

OK

em	4. Description of Records Include Title and Form Number	5. Authori For Dis		6. Inclusive Dates of Re-	7. Volume (cubic or	8. Location of records	9. Method of
0.	THETHE TTOLD AND TOTA HANDER	Schedule No.	Item No.	cords Dispo- ed of.)Prior to Dis- posal.	
./	Base Position Sheets	78	l	1917 - 1925	(1 cu pl) 50 Sheets	Office Area	Burn
2/	Detail Notes	714	7	1918 - 1948	70 Cu. Ft.	Office Area	Burn

	4. Description of Records	5. Authori	zation		lusive	CASHIER'S OFFI 7. Volume	_	9. Method
em 0.	Include Title and Form Number	For Dis Schedule No.		Dates	of Re- Dispo-	(cubic or linear feet)	of records Prior to Dis- posal.	of
	Cancelled Checks	22	1	1918 -	- 1930	15 Gubic Feet	Old Office Building	Burn
•								
						•		
				3 : :				
				: : : :				
	· .			-				
				9 9 9 1 1 1 1				
				3				
						• • •		
.				7 1	· (:		

3 tem	4. Description of Records Include Title and Form Number	For Dis	5. Authorization 6. For Disposal Da		(cubic or	8. Location of records	9. Method of
No.		Schedule No.	Item No.	cords Dispo- ed of.		Prior to Dis- posal.	Disposal
1	Meter Book Pages	16	1	1949	$l\frac{1}{2}$ cu. ft.	lst fl. vault	Burned
	Bill Stubs	16	2	1949	3 cu. ft.	lst fl. vault	Burned
•							
				: : :			
•				•			

3 tem No.	4. Description of Records Include Title and Form Number	5. Author For D Schedule No.	ization isposal Item No.	6. Inclusive	HIER'S OFFICE 7. Volume (Cubic or linear feet)	8. Location of Records Prior to Dis- posal.	9. Method of Dispose
1.	Carbon Copy (Or Check Stub) of Checks Issu	ed 21	1	1918 - 1940 Unknown 1940 - 1950	13 cubic ft. Unknown 500 Linear ft. 100 co.ft	Treasure's Vt. Bladensburg Warehouse Office area	Burn Burn Burn
).]	ceptify that the above listed records were	disposed of visor - Rec				1011st 5 195h	

3		r			ENGINE	and the owner where the party is not	and the other designs of the local division of the local divisiono		
tem No.	em 4. Description of Records D. Include Title and Forn Mumber	For I	ization Disposal		7. Vo (Cubic	e or	•	8. Location of Records	9. l'ethod of
140.		Schedule No.	Item No.	cords Dispos- ed of.	linear	r fe	et)	Prior to Dis- posal.	Disposa
1. /	Correspondence (Morse Filter Plant)	53	1	1930 - 1935	11/2	cu.	ft.	Old building	Burn
2. "	Correspondence - Material (Supplies & Equip.	53	2	1918 - 1940	101	11	11	П П	н
	Public Works Administration Contracts	53	3	1936 - 1942	6	Ħ	11	11 11	и
+• v	Correspondence - Miscellaneous	54	1	1919 - 1950	1	18	Ħ	Office	11
5. 1	Correspondence - Public Utilities	54	2	1926 - 1950	2	Ħ	11	П 9	H
5.0	Correspondence - Consulting Engineers	54	3	1945 - 1950	12	11	11	11	H
7• .	Correspondence - Garbage & Refuse Collection And Disposal	54	4	1934 - 1950	1	п	'n	П Н	II
3. 4	Correspondence - District (By Districts)	54	5	1937 - 1950	13	81	п	Office "	н
	Correspondence - District (Miscellaneous, Covers all Districts)	54	6	1919 - 1950	10	Ħ	II	Office & "	н
	Special Studies - correspondence	54	7	1940 - 1950	2	11	11	Office	Ħ
• 1	Administrative Miscellaneous Personnel File	54	8	1936 - 1950	2	Ħ	11	Office & "	Ĥ
• ~	Correspondence - Brighton Dam Area Water Supply	54	9	1944 - 1950	112	II	Ħ	Office	11
•	Correspondence - Public Agencies(Federal State & Local	54	10	1930 - 1950	7 <u>1</u>	Ħ	11	Office	Ħ

3 Item No.	4. Description of Records Include Title and Form Number	5. Author For D Schedulc No.	isposal	6. Inclusive	PTROLLER'S OFF 7. Volume (Cubic or linear feet)	8. Location of Records	9. Pethod of Disposa
1	Duplicate Contracts	29	1	1938 - 1950	40 cu. ft.	office area	Burn
2	Duplicate Invoices	27	l	1919 - 1950 1950 - 1953	unknorm 34 cu. ft.	Bladensburg Vt Office area	Burn
V	Transportation	28	l	1947 - 1950	4 cu. ft.	2nd floor Vt.	Burn
4. ~	Material Received Ticket	28	2	1918 - 1949 1949 - 1950	unknown 4 cu. ft.	Bladensburg Vt Office area	Burn Burn
5.	Material Issued Ticket	28	3	1935 - 1950	18 cu. ft.	2nd Floor Vt.	Burn
6.1	Audit Work Papers	28	4	1918 - 1950	63 cu. ft.	Basement Vt.	Burn
7.2	Incinerator Weight Papers	28	5	1946 - 1950	$8\frac{1}{2}$ cu. ft.	2nd floor	Burn
					380 1/2		
	·			i			
	RECEIVED			1			
	APR 8 1954						
	HALL OF RECORDS ANNAPOLIS, MD.						

3 Item No.	4. Description of Records Include Title and Form Mumber		ization isposal Item No.	6. Inclusive	HIER'S OFFICE 7. Volume (Cubic or linear feet)	8. Location of Records Prior to Dis- posal.	9. Nethod of Dispose
l.√ Ca	ancelled Checks	22	l	Oct. 2, 1931 July 15,1950	30 cu. ft.	Basement vault	Burn
•				4		APR & HALL OF L ANNAPOL	1954

3 Item No.	4. Description of Records Include Title and Form Mumber		5. Authorization For Disposal		SSMENT OFFICE 7. Volume (Cubic or	8. Location of Records	9. Nethod of
			Item No.	Dates of Re- cords Dispos- ed of.			Disposa
1. /	FRONT FOOT BENEFIT CHARGE RECORDS	23	l	1919-1950	20 cu. ft.	Basement vaplt	, burned
3. 1	FRONT FOOT BENEFIT CHARGES AND HOUSE CONNECTION RECEIPT FILE	23	3	1919-1950	25 cu. ft.	Basement vaul Bladensburg warehouse.	burned
	RECEIVED						
	MAR 18 1954			1			
	HAL OF RECORD						

	of Records Comm. Hall of Reco of Maryland	Records Manage ords Commissio	'n	2. Div	S <u>HINGTON SUBURH</u> ision or Bureau FER HEGISTRAR	BAN SANITARY COM 1 of Reporting A	MISSION .gon cy
3 tem No.	4. Description of Records Include Title and Form Number	5. Author For D Schedule No.	ization isposal Item No.	6. Inclusive Dates of Re- cords Dispos- ed of.	7. Volume (Cubic or	8. Location of Records Prior to Dis- posal.	9. Nethod of Disposal
• /	Bill Stubs	16	2.	1935 - 1949	40 cu. ft.	Basement vault	Burn
	Billing Register	17	1	1949		Basement vault	Burn
				(all tho:		years) Warehouse Bladensburg	Burn
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orm HR-RM 2, CERTIFICATE OF (9-1-53) To be Submitted to the Re all of Records Comm. Hall of Record tate of Maryland	ecords Manage	ment Div	2. Divi	H <u>INGTON SUBURB</u> Ision or Bureau SONNEL	AN SANTTARY COMM 1 of Reporting Ag	<u>ISSION</u> ge ncy
3 tem 4. Description of Records No. Include Title and Form Number	5. Author For D Schedule No.	ization isposal Item No.	6. Inclusive Dates of Re- cords Dispos- ed of.	7. Volume (Cubic or linear feet)	of Records	9. Methodof Of Dispose
L. V Daily Time Reports	14	l	1918 - 1950	256 Cu. Ft.	2nd floor vau Basement vault	Burn
Payroll Registers	14	2	1918 - 1950	256 Cu. Ft.	2nd floor vaul Basement	z Burn
3. √ Individual Record and Yearly Earnings	15	l	1943 - 1952	14.34 Cu.Ft.	Personnel Offic	ce Burn
				526.12		
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I certify that the above listed records were	disposed of rvisor - Reco			<u> </u>		