

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.02.03

DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.-DRIVER RECORDS
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
85W755	COMPLAINT & CITATIONS	697	8	1979-82	43	7/94	RECYCLED
85W756	COMPLAINT & CITATIONS	697	8	1980-82	30		


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

01-10-85

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.05.00.002		26.02.03	ACCESSION NO. 85W755	DATE REC'D 6-10-85
b) AGENCY Motor Vehicle Administration				
c) DIVISION/UNIT Driver Records		LOCATION - RANGE 5	SECTION(S) 14-15	NO. OF CU. FT. 43
d) MAILING ADDRESS 6601 Ritchie Hwy. Glen Burnie, Md.		RECORDS CENTER MANAGER		
e) AGENCY OFFICIAL <i>E. Kendall</i>		PHONE NO. 768-7225 5/15/85	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-43	MARYLAND UNIFORM COMPLAINT AND CITATIONS.	697-8
1	7139300-7144999	JAN. 1995
2	7145000-7165341	1992
3	7165432-7709245	7/94
4	7709246-7717999	Disposal
5	7718000-7728873	7/18/94
6	7728874-7738329	gms
7	7738330-7748632	
8	7748633-7759599	
9	7759600-7770700	
10	7770701-7783523	
11	7783524-7795999	
12	7796000-7808575	
13	7808576-7819905	
14	7819906-7835138	
15	7835139-7846640	
16	7846641-7859406	
17	7859407-7870513	
18	7870514-7882568	
19	7882569-7897566	
20	7897567-7912329	
21	7912330-7922962	
22	7922963-7936614	
23	7936615-7948161	
24	7948162-7959799	
25	7959800-7972184	
26	7972185-7984353	
27	7984354-7996267	
28	7996268-8009335	
29	8009336-8021695	
30	8021696-8034194	
31	8021696-8034194	

BOX
NUMBERS

MARYLAND UNIFORM COMPLAINT AND CITATION

DISPOSAL AUTHORITY
SCHEDULE, ITEM NO.
DISPOSAL DATE.

31	8034195-8046999	01-12-82 to 12-02-81
32	8047000-8060269	05-19-81 to 09-28-81
33	8060270-8073638	07-28-81 to 09-10-81
34	8073639-8086590	08-19-81 to 01-12-82
35	8086591-8097545	11-21-81 to 10-14-81
36	8097546-8109698	10-04-81 to 09-21-81
37	8109699-8121609	10-23-81 to 11-01-81
38	8121610-8134531	11-01-81 to 05-20-81
39	8134532-8146795	12-01-81 to 01-20-81
40	8146796-8159034	07-17-81 to 09-07-81
41	8159035-8171153	09-07-81 to 10-31-81
42	8171154-8183195	10-15-81 to 10-07-81
43	8183196-8195943	10-07-81 to 01-26-82

697-8
JAN. 1995

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

original to file 6/10/85

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY CODE 29.05.00.002 AGENCY Motor Vehicle Administration DIVISION/UNIT Driver Records MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	ACCESSION NO. <div style="font-size: 2em; text-align: center;">26-02-03</div> <div style="font-size: 3em; text-align: center;">85W756</div>	DATE REC'D <div style="font-size: 2em; text-align: center;">6-10-85</div>
	LOCATION - RANGE 5	SECTION(S) 19
	NO. OF CU. FT. 30	
	RECORDS CENTER MANAGER	
AGENCY OFFICIAL <i>Rendall</i>	PHONE NO. 774-85 768-7225	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-30	<u>MARYLAND UNIFORM COMPLAINT & CITATIONS.</u> (STATEWIDE #2)	697-8
1	7177101 -- 7187299 07-05-80 to 11-05-80	<div style="font-size: 2em;">7/94</div> <div style="font-size: 1.5em; font-style: italic;">Disposal</div> <div style="font-size: 1.5em; font-style: italic;">7/18/94</div> <div style="font-size: 1.5em; font-style: italic;">gfs</div>
2	7187300 -- 7201300 11-05-80 to 01-24-81	
3	7201301 -- 7214178 02-10-81 to 08-31-80	
4	7214179 -- 7224899 09-01-80 to 02-28-81	
5	7224900 -- 7236252 03-01-81 to 10-27-80	
6	7236253 -- 7248330 10-27-80 to 10-22-80	
7	7248331 -- 7259199 10-22-80 to 10-31-80	
8	7259200 -- 7272536 11-07-80 to 09-21-80	
9	7272537 -- 7285828 09-21-80 to 11-06-80	
10	7285829 -- 7296855 11-06-80 to 05-10-81	
11	7296856 -- 7308148 05-12-81 to 12-10-80	
12	7308149 -- 7319856 12-10-80 to 01-06-81	
13	7319857 -- 7331276 01-09-81 to 01-21-81	
14	7331277 -- 7344284 01-21-81 to 02-15-81	
15	7344285 -- 7358774 02-20-81 to 04-17-81	
16	7358775 -- 7376159 04-17-81 to 02-03-81	
17	7376160 -- 7391311 02-03-81 to 03-23-81	
18	7391312 -- 7401728 03-23-81 to 01-02-82	
19	7401729 -- 7414513 02-22-82 to 07-24-81	
20	7414514 -- 7428841 07-24-81 to 09-17-81	
21	7428842 -- 7439632 09-18-81 to 12-04-81	
22	7439633 -- 7451060 12-04-81 to 03-27-81	
23	7451061 -- 7465144 03-28-81 to 08-15-81	
24	7465145 -- 7482160 08-15-81 to 07-05-81	
25	7482161 -- 7494754 07-05-81 to 03-09-82	
26	7494755 -- 7505499 03-09-82 to 12-04-81	
27	7505500 -- 7517680 12-04-81 to 12-05-81	
28	7517681 -- 7531492 02-07-82 to 08-09-81	

MARYLAND UNIFORM COMPLAINT & CITATIONS.

29	7531493 -- 7542806	08-10-81 to 04-25-82
30	7542807 -- 7553499	04-25-82 to 04-17-82

DEPARTMENT OF GENERAL SERVICES
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7275 WATERLOO ROAD (RTE 175)
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CERTIFICATE OF RECORDS DISPOSAL

26.02.06

DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.-REGISTRATION/FILING UNIT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
88W1134	TEMPORARY PERMITS	1050	1	1985	3	7/94	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 290500	26.02.06	ACCESSION NO. 88W1134	DATE REC'D 4-20-88
b) AGENCY Motor Vehicle Administration			
c) DIVISION/UNIT Registration/Filing Unit		LOCATION - RANGE 40	SECTIONS(S) 15
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062			NO. OF CU. FT. 3
e) AGENCY OFFICIAL Ruth D. Burrell, Chief	PHONE NO. 3/8/88 768-7250	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Forty-Five Day Temporary Permits	
2	589107 - 3584676 1985-1985	1050-1 JAN, 1992
3	3584993 - 3697800 1985-1985	Disposal 9/13/94 eps
	3697801 - 3733257 1985-1985	

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
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JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.02.07

DEPARTMENT OF TRANSPORTATION

MOTOR VEHICLE ADMINISTRATION-TITLE PRODUCTION
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
91W1301	TITLE & REGISTRATION	1014	2	10/90-2/91	23	7/94	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 91W1301	DATE REC'D 5-21-91
B. DIVISION/UNIT TITLE PRODUCTION ROOM 106			RM CODE 26-02-07
C. MAILING ADDRESS 6601 Ritchie Highway, N. E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 145 11	NO. OF CU. FT. 10
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth D. Burrell		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	TITLE & REGISTRATION ISSUANCE SYSTEM (TARIS)	
1 of 10	October 31, 1990 to November 9, 1990	
2 of 10	November 13, 1990 to November 19, 1990	
3 of 10	November 20, 1990 to November 27, 1990	
4 of 10	November 28, 1990 to December 7, 1990	
5 of 10	December 10, 1990 to December 17, 1990	
6 of 10	December 18, 1990 to December 31, 1990	1014 A-2 Feb 1994
7 of 10	January 16, 1991 to January 24, 1991	7/94
8 of 10	January 25, 1991 to January 31, 1991	
9 of 10	February 2, 1991 to February 11, 1991	
10 of 10	February 17, 1991 to February 24, 1991	

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1-14-95

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.08

DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.-LICENSING & CONSUMER SERVICES
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
86W161	CANCELLED VEHICLE SALESMEN	1019	1B	1973-82	49	7/94	RECYCLED



SIGNATURE

RECORDS CENTER MANAGER
Title

07/21/94
Date

DGS-550-2

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.00.05		26.02.08		ACCESSION NO.	DATE REC'D
b) AGENCY Motor Vehicle Administration				86W1161	9-11-85
c) DIVISION/UNIT Licensing & Consumer Services		LOCATION - RANGE	SECTION(S)	NO. OF CU. FT.	
		10	7-8	49	
d) MAILING ADDRESS 6601 Ritchie Hwy. Glen Burnie, Md. 21061 Room 101		RECORDS CENTER MANAGER			
e) AGENCY OFFICIAL <i>Valerie Carr, Chief</i> 7/23/85		PHONE NO. 768-7545		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	1973/74 thru 1981/82 <u>Cancelled Vehicle Salesmen</u>	Schd #1019 Item #1B 4/30/94
1	A thru Ar	<p>July 1994</p> <p>Disposed</p> <p>7/27/94</p> <p>AK</p>
2	As thru Bas	
3	Bat thru Be	
4	Bi thru Bov	
5	Bow thru Bros	
6	Brow thru By	
7	Ca thru Ce	
8	Ch thru Coll	
9	Colm thru Cuf	
10	Cul thru Da	
11	De thru Dop	
12	Dor thru Eh	
13	Ei thru Fin	
14	Fio thru Fri	
15	Fro thru Gh	
16	Gi thru Grat	
17	Gray thru Har	
18	Hat thru Hav	
19	Has thru He	
20	Hi thru Hop	
21	Hor thru I	
22	J thru Jo	
23	Ju thru Kim	
24	Kin thru Lam	
25	Lan thru Let	
26	Lev thru Luk	
27	Lum thru Mc W	
28	Ma thru Mas	
29	Mat thru Millar	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

Schd #1019
Item #1B

30 Miller thru Morf
31 Morg thru My
32 Na thru Nu
33 O thru Pap
34 Par thru Ph
35 Pi thru Pro
36 Pru thru Rho
37 Ri thru Roo
38 Ros thru Sa
39 Sc thru Sha
40 She thru Sl
41 Sm thru Spo
42 Spr thru Sto
43 Str thru Tav
44 Tay thru Ti
45 To thru U
46 V thru Wam
47 Warr thru Wh
48 Wi thru Wol
49 Wom thru Z



DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
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CERTIFICATE OF RECORDS DISPOSAL

26.02.01

DEPARTMENT OF TRANSPORTATION

MOTOR VEHICLE ADMIN.-AUDITING
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
90W89	INTERNAL AUDIT REPORT	1020	1	1988	53	1/94	RECYCLED



SIGNATURE

RECORDS CENTER MANAGER

Title

01/21/94

Date

DGS-550-2

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00	26.02.01	ACCESSION NO. 90689	DATE REC'D 8-4-89
b) AGENCY Motor Vehicle Administration			
c) DIVISION / UNIT Auditing Division		LOCATION RANGE 122	SECTIONS 12-13
d) MAILING ADDRESS 6601 Ritchie Highway Glen Burnie, Md. 21062			NO. OF CU. FT. 53
e) AGENCY OFFICIAL <i>James M. Bishop, Sr.</i> James M. Bishop, Sr., Director	PHONE NO. 769-7525	RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Internal Audit Report. File, Jan. 1988- Dec. 1988	Schedule 1020, Item 1 Disposal Date Jan. 1994
2	"	"
3	"	"
4	"	"
5	"	"
6	"	"
7	"	"
8	"	"
9	"	"
10	"	"
11	"	"
12	"	"
13	"	"
14	"	"
15	"	"
16	"	"
17	"	"
18	"	"
19	"	"
20	"	"
21	"	"
22	"	"
23	"	"
24	"	"
25	"	"
26	"	"
27	"	"
28	"	"
29	"	"
30	"	"
31	"	"
32	"	"

3-5-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00	ACCESSION NO.	DATE REC'D
b) AGENCY Motor Vehicle Administration		
c) DIVISION/UNIT Auditing Division	LOCATION - RANGE	SECTION(S) NO. OF CU. FT.
d) MAILING ADDRESS 6601 Ritchie Highway Glen Burnie, Md. 21062	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>James M. Bishop, Sr.</i> James M. Bishop, SR., Director	PHONE NO 768-7525	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
33	Internal Audit Reports File, Jan. 1988- Dec. 1988	Schedule 1020, Item 1 Disposal Date Jan. 1994
34	"	"
35	"	"
36	"	"
37	"	"
38	"	"
39	"	"
40	"	"
41	"	"
42	"	"
43	"	"
44	"	"
45	"	"
46	"	"
47	"	"
48	"	"
49	"	"
50	"	"
51	"	"
52	"	"
53	"	"

R-122

S-12-~~A~~-13

37 Empties

S-13-14

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.02.02

DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.- DRIVR LICENSING & SCHOOL VEHICLE SAFETY
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
91W421	INSPECTION CERTS.	1017-A3	9	1987	2	1/94	RECYCLED
91W424	INSPECTION CERTS.	1017-A3	9	1988	2		
91W63	MAINTENACE INSPECT. CERT.	1017-A3	9	1987	3		
91W1228	APPS FOR LEARNERS PERMIT	1017	4	1990	24		
89W1115	SCHOOL VEHICLE REPAIR	1017-A1		1987	6		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 789-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 91W421	DATE REC'D 11-1-90
B. DIVISION/UNIT Driver Licensing & School Vehicle Safety			RM CODE 26.02.02
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 38 32	NO. OF CU. FT. 2
D. PHONE NO. 768-7401		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Ralph M. Vaught</i> Lt. Ralph M. Vaught		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 2	DL-113 School Vehicle Safety Inspection Certification Board of Education January 1, 1987 thru December 31, 1987	1017-A-3 <i>Item #9</i> January 1, 1993

CF
5-28-94

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

E

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. <i>Q1W424</i>	DATE REC'D <i>11-1-90</i>
B. DIVISION/UNIT Driver Licensing & School Vehicle Safety			RM CODE <i>26.02.02</i>
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) <i>38 32</i>	NO. OF CU. FT. <i>2</i>
D. PHONE NO. 768-7401		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Ralph M. Vaught</i> Lt. Ralph M. Vaught		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 2	DL-113 School Vehicle Safety Inspection Certification Board of Education January 1, 1988 thru December 31, 1988	1017-A-3 <i>Item #9</i> January 1, 1994

CS
5-28-94

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.05.00		26.02.02		ACCESSION NO.	DATE REC'D
b) AGENCY Motor Vehicle Administration				91W63	7-30-90
c) DIVISION/UNIT Drivers Licensing & School Vehicle Safety		LOCATION RANGE	SECTION(S)	NO. OF CU. FT.	
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		8	16	3	
e) AGENCY OFFICIAL Lt. Ralph M. Vaught <i>Ralph M. Vaught</i>		PHONE NO. 768-7401		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1 thru 3	DL-129 School Vehicle Preventive Maintenance Inspection Certification Board of Education January 1, 1987 thru December 31, 1987	1017-A-3 #9 January 1, 1993 1/94 <u>Disposal</u> 1/10/94 gpg			

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.02.05 26.02.02		ACCESSION NO.	DATE REC'D
b) AGENCY Motor Vehicle Administration		91W 1228	4-29-91
c) DIVISION/UNIT Division of Drivers Licensing and School Vehicle Safety		LOCATION - RANGE 120	SECTION(S) 14
d) MAILING ADDRESS 6601 Ritchie Highway NE Glen Burnie, Maryland 21062		NO. OF CU. FT. 24	
e) AGENCY OFFICIAL Lt. H. Lee Morton, Examiner in Charge (301) 768-7595		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	Applications for Learners Permit	Schedule 1017 Item 4 Disp. Date 12/31/93 1/94
#1	1-1-90 to 1-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick	
#2	1-1-90 to 1-31-90 Waldorf, Bel Air, Mondawmin, Glen Burnie	
#3	2-1-90 to 2-28-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Salisbury, Hagerstown, Westminster, Frederick	
#4	2-1-90 to 2-28-90 Waldorf, Bel Air, Mondawmin, Glen Burnie	
#5	3-1-90 to 3-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Bel Air	
#6	3-1-90 to 3-31-90 Waldorf, Mondawmin, Glen Burnie	
#7	4-1-90 to 4-30-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Bel Air	
#8	4-1-90 to 4-30-90 Glen Burnie, Mondawmin	
#9	5-1-90 to 5-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Bel Air	
#10	5-1-90 to 5-31-90 Mondawmin, Glen Burnie	
#11	6-1-90 to 6-30-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Bel Air	

CS
3-19-94

- #12 6-1-90 to 6-30-90 Glen Burnie, Mondawmin
- #13 7-1-90 to 7-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Waldorf, Bel Air
- #14 7-1-90 to 7-31-90 Mondawmin, Glen Burnie
- #15 8-1-90 to 8-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Waldorf, Bel Air
- #16 8-1-90 to 8-31-90 Mondawmin, Glen Burnie
- #17 9-1-90 to 9-30-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Waldorf, Bel Air
- #18 9-1-90 to 9-30-90 Mondawmin, Glen Burnie
- #19 10-1-90 to 10-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Waldorf, Bel Air
- #20 10-1-90 to 10-31-90 Mondawmin, Glen Burnie
- #21 11-1-90 to 11-30-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Bel Air
- #22 11-1-90 to 11-30-90 Mondawmin, Waldorf, Glen Burnie
- #23 12-1-90 to 12-31-90 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Bel Air
- #24 12-1-90 to 12-31-90 Waldorf, Glen Burnie, Mondawmin

R120
S14

1 Empty

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.05.00 26.02.05	ACCESSION NO. 8961115	DATE REC'D 4-26-89
b) AGENCY Motor Vehicle Administration	LOCATION RANGE 103	
c) DIVISION/UNIT Drivers Licensing & School Vehicle Safety		
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	SECTIONS(S) 30	NO. OF CU. FT. 6
e) AGENCY OFFICIAL Lt. Ralph M. Vaught <i>Ralph M. Vaught</i>	PHONE NO. 768-7401 3/14/89	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DA)
1	DL-116 School Vehicle Repair Orders Private Contractors January 1, 1987 thru December 31, 1987	1017-A-1 January 1, 1994
2	DL-116 School Vehicle Repair Orders Private Contractors January 1, 1987 thru December 31, 1987	
3	DL-116 School Vehicle Repair Orders Board of Education January 1, 1987 thru December 31, 1987	
4	DL-116 School Vehicle Repair Orders Board of Education January 1, 1987 thru December 31, 1987	
5	DL-116 School Vehicle Repair Orders Board of Education January 1, 1987 thru December 31, 1987	
6	DL-113 School Vehicle Safety Inspection Certifications January 1, 1987 thru December 31, 1987	

✓
 2-19-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.07

DEPT OF TRANSPORTATION

MOTOR VEHICLE ADMIN.- TITLE PRODUCTION
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
93W164	GEN ACCTG		1014-1B	1991-92	10	1/94	RECYCLED
91W423	MONTHLY STATEMENTS		1014-1B	1989	6		
93W1732	GENERAL ACCTG		1014-1B	1992-93	9		
91W422	CASHIERS TRANSMITTAL		1014-1B	1989-90	30		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JESSUP, MD. 20784 (TELEPHONE - 788-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION	ACCESSION NO. 93W164	DATE REC'D 8-13-92
B. DIVISION/UNIT TITLE PRODUCTION ROOM 106	FM CODE 26.02.07	
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY, N.E. GLEN BURNIE, MARYLAND 21062	LOCATION RANGE SECTION(S) 42 23	NO. OF CU. FT. 10
D. PHONE NO. 787-2951	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL RUTH BURELL R. Burrell	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	GENERAL ACCOUNTING RECORDS 1991-1992 MONTHLY STATEMENTS	
1	October, 1991	
2	November, 1991	
3	December, 1991	
4	January, 1992	
5	February, 1992	
6	March, 1992	
7	April, 1992	
8	May, 1992	
9	June (A), 1992	
10	June (B), 1992	
		1014-1B January 1994 5-28-94

R-42

S-23

1 Empty

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration		ACCESSION NO. 91W423	DATE REC'D 11-1-90
B. DIVISION/UNIT Title Production- Room 106		RM CODE 26.02.07	
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		LOCATION RANGE 38 SECTION(S) 27	NO. OF CU. FT. 6
D. PHONE NO. 768-7030		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Robert D. Dodson <i>Robert D. Dodson</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	1989 MONTHLY STATEMENTS January - February, 1989	1014-1B Disposal 12/93 1/94 <i>CS</i> 5-28-94
2	March - April, 1989	
3	May - June, 1989	
4	July - August, 1989	
5	September - October, 1989	
6	November - December, 1989	

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JERESUP, MD. 20764 (TELEPHONE - 709-1379)

MAY 7 1993

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

DATA SYSTEMS MANAGEMENT

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 93W1732	DATE REC'D 6-24-93
B. DIVISION/UNIT TITLE PRODUCTION ROOM 106			RM CODE 26.02.07
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY, N.E. GLEN BURNIE, MARYLAND 21062		LOCATION RANGE SECTION(S) 49 25-26	NO. OF CU. FT. 9
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL RUTH BURELL <i>Ruth Burell</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	GENERAL ACCOUNTING RECORDS 1992-1993 MONTHLY STATEMENTS	
1	July, 1992	
2	August, 1992	
3	September, 1992	
4	October, 1992	
5	November, 1992	
6	December, 1992	
7	January, 1993	
8	February, 1993	
9	March, 1993	
		1014-1B January 1994 (ADDED DEPOSIT SLIPS) FS-134 <i>Disposal</i> 2/9/94 <i>lps</i>

R-49

S-25-26

49 empty

R49

S26-27

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">91W422</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">11-1-90</div>
B. DIVISION/UNIT TITLE PRODUCTION ROOM # 106	FM CODE <div style="font-size: 1.5em; font-family: cursive;">26-02-07</div>	
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen burnie, Maryland 21062	LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">143 15-16</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">30</div>
D. PHONE NO. 768-7030	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Robert Dodson <i>Robert Dodson</i>	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	CASHIERS TRANSMITTAL SHEETS 1989-1990	
1	July 3-13, 1989	
2	July 14-21, 1989	
3	July 24-31, 1989	
4	August 1-9, 1989	
5	August 10-21, 1989	
6	August 22-31, 1989	
7	September 1-13, 1989	
8	September 14-21, 1989	
9	September 24-30, 1989	
10	October 2-11, 1989	
11	October 12-23, 1989	
12	October 24-30, 1989	
	Cashier # 1989	
13	Nov. 02-11	
14	Nov. 12-32	
15	Dec. 02-11	
16	Dec. 12-32	
	Cashier # 1990	
17	Jan. 01-11	
18	Jan. 12-32	
19	Feb. 02-11	
20	Feb. 12-32	
21	March 02-11	
22	March 12-32	
23	April 02-11	
24	April 12-32	
25	May 02-11	
26	May 12-32	
		1014-1B Disposal 12/93 <div style="font-size: 1.5em; font-family: cursive;">1/94</div> <div style="font-size: 2em; font-family: cursive;">4-2-94</div>

Cashiers Transmittal Sheets
Page 2

27	June	02-11
28	June	12-32
29	July	02-11
30	July	12-32

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.02.08

DEPT. OF TRANSPORTATION

LICENSING & CONSUMER SERV.
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
85W758	PROFESSION DRIVING SCHOOL	1019-4	1	1974-81	10	1/94	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

01/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.00.05	26.02.08	ACCESSION NO. 85W758	DATE REC'D 6-12-85
b) AGENCY MOTOR VEHICLE ADMINISTRATION		LOCATION - RANGE 7	SECTION(S) 2
c) DIVISION/UNIT Division of Licensing & Consumer Serv. Professional Driving School Section			NO. OF CU. FT. 10
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062 Room 127		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>[Signature]</i> Rebecca Cody, Director 5/29/85	PHONE NO. 768-7421	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-10	PROFESSIONAL DRIVING SCHOOL FILES 1/74 - 12/81	1019-4 1
1.	AAAA Driving School Abbott's Driving School A-1 Driver Training School, Inc. A-T Professional Driving School Academy Driving School Accredited Metropolitan Driving School Ace Driving School Allstate Driver Training School Arundel Driving School Auto Driving School Automatic Driving School Autouniversity Driving School	799-1 (1) December, 1993 1194
2.	Baltimore Driving School Belford & Eastern Driving School Bentley Driver Training School Carroll Driving School C.D.C. Driving School	<u>Disposal</u> 1/10/94 <i>[Signature]</i>
3.	Certified Driving School Champion Driving School Cole Training Systems, Inc. T/A Sears Continental Tractor Trailer Tr. Academy Courtesy Driving School, Inc. Defensive Driving School, Inc.	
(cont.)		

Records Transmittal and Receipt
Division of Licensing & Consumer Serv.
Professional Driving School Section

PROFESSIONAL DRIVING SCHOOL FILES (CONT.)

4. Eastern Maryland Driving School
Diggs Driving School
Dundalk Driving School
Easy Method Driving School, Bel Air
Easy Method Driving School, DC
Easy Way Driving School
5. Enco Driving Systems, Inc.
Ed's Twin Driving School
First State Driving, Inc.
Foreign Car Driving School
Freddie Moore Driving School
Friendship Driving School
Govan's Driving School, Inc.
Global Driving School
Holiday Driving School
6. Key Driving School
King's Driving School
LaReine High Driver Training School
Leo's Driving School
Loch Raven Driver Training School
7. Masters Driving School
Metropolitan Driving School
Model Driving School
Modern Methods Driving School
Monumental Driving School
National Training Systems
Paul's Driving School
Perry Hall Driving School
Pikesville Driving School
8. Reliable Driving School
Right Way Driving School
St. Mary's Academy Driver Training School
Sears Driving School
S.M.A.P. Driving School, Inc.
Safe Driving School
Safeway Driving School
Southeast Driver Training School
Stipe Driving School
9. Taggart's Driving School
Town & Country Driving School
Thrifty Driver Training School
Tri-State Driving School
United Driving School, Inc.

PAGE 3

Records Transmittal and Receipt
Division of Licensing & Consumer Serv.
Professional Driving School Section

PROFESSIONAL DRIVING SCHOOL FILES

10. United Driving School, West, Inc.
University Driving School
Val's Driving School
Wards Driving School
White's Driving School
Williams Driving School
Zip Driving School

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.12

DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.- PLANNING & IMPLEMENTATION
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
91W1425	GENERAL ADMIN. FILES	1247	3	1979-87	9	1/94	RECYCLED



Signature
DGS-550-2

RECORDS CENTER MANAGER
Title

01/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Maryland Department of Transportation Motor Vehicle Administration		ACCESSION NO. 91W1425	DATE REC'D 6-13-91
B. DIVISION/UNIT Systems Planning & Implementation			RM CODE 26.02.12
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 116 17	NO. OF CU. FT. 9
D. PHONE NO. (301)768-7225		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Carole Shipley		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Administrative Files	1247 - Item #3 Disposal Date: 12/93
1	Staggered Registration: 1/84 to 12/87	1/94
2	U.S. Responses: 2/79 to 12/87	
3	U.S. Responses: 2/79 to 12/87	
4	ARIRS: 1/85 to 12/87	
5	ARIRS: 1/85 to 12/87	
6	ARIRS: 1/85 to 12/87	
7	VEIP: 3/84 to 12/87	
8	Automated Insurance Project: 1/80 to 12/87	
9	IRP: 1/85 to 12/87	

CS
3-5-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.03

DEPT. TRANSPORTATION
AGENCY

MOTOR VEHICLE ADMIN.
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
84W328	CITATIONS	697	8	1978-79	50	1/93	RECYLED
84W329	P-TICKETS	697	5	1972-79	17		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

2/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

E

26.02.03

Accession No.

84W328

Date Records Received

1-23-84 ✓

2M: (Name and Division of Transferring Agency)

MOTOR VEHICLE ADMINISTRATION

Signature

Title

Address of Agency:

6601 RITCHIE HIGHWAY
GLEN BURNIE, MARYLAND 21062

3. TO STATE RECORDS CENTER

Agency Official (Signature)

DATE

5. Building & Room No.

6. Telephone No.

J. A. Ball 9/16/83

50

768-225

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No)
R-115	1 (50)	STATEWIDE CITATIONS	697-8
S-11-12	1	5536000-5545299	7/78 TO 7/78
	2	5545300-5554999	7/78 TO 7/78
	3	5555000-5563999	7/78 TO 8/78
	4	5564000-5573999	10/78 TO 10/78
	5	5574000-5583399	10/78 TO 11/78
	6	5583400-5593099	11/78 TO 11/79
	7	5593100-5601699	11/79 TO 12/78
	8	5601700-5611299	12/78 TO 9/78
	9	5611300-5618699	9/78 TO 10/78
	10	5618700-5627699	10/78 TO 9/78
	11	5627700-5637899	9/78 TO 1/78
	12	5637900-5647899	1/79 TO 1/79
	13	5647999-5657999	1/79 TO 11/78
	14	5658000-5667299	11/78 TO 4/79
	15	5667300-5677799	1/80 TO 1/79
	16	5677800-5687999	10/79 TO 4/80
	17	5688000-5698099	4/80 TO 11/80
	18	5698100-5709099	11/80 TO 1/79
	19	5709100-5721999	3/79 TO 1/79
	20	5722001-5732999	12/78 TO 3/79
	21	5733000-5743999	3/79 TO 4/79
	22	5744000-5754399	4/79 TO 5/79
	23	5754400-5764399	5/79 TO 3/79
	24	5764400-5774899	3/79 TO 6/79
	25	5774900-5786099	6/79 TO 1/80
	26	5786100-5796499	2/80 TO 2/79
	27	5796500-5807799	2/79 TO 2/79
	28	5807800-5819299	2/79 TO 5/79
	29	5819300-5830799	5/79 TO 4/79
	30	5830800-5841899	4/79 TO 5/79
	31	5841900-5852799	5/79 TO 4/79
	32	5852800-5864699	4/79 TO 3/79

(50)
[Signature]
2-6-93

original
to RMC
9/19/83
P.A. Boyd

BOX NO.

STATEWIDE CITATIONS

INCLUSIVE DATES

33	5864700-5877199	11/79 TO 3/79
34	5877200-5888199	3/79 TO 1/80
35	5888200-5898099	1/80 TO 2/79
36	5898100-5907199	3/79 TO 6/79
37	5907200-5919199	6/79 TO 6/79
38	5919200-5928899	6/79 TO 5/79
39	5928900-5939299	8/79 TO 6/79
40	5939300-5949299	6/79 TO 10/79
41	5949300-5959999	10/78 TO 2/79
42	5960000-5970499	2/79 TO 12/78
43	5970500-5981799	12/78 TO 3/78
44	5981800-5994399	3/79 TO 3/79
45	5994400-6005899	3/79 TO 1/79
46	6005900-6017199	4/79 TO 4/79
47	* 6017200-6057799	4/79 TO 6/79
48	6057800-6068399	6/79 TO 5/80
49	6068400-6078999	2/80 TO 8/79
50	* 6079000-6088999	8/79 TO 8/79

*6047976 TO 6055101 UNISSUED CITATION BOOKS DESTROYED BY
AUDITORS.

*THIS BOX INCLUDES MISC. TICKETS FOR BOXES 1-50

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.05

DEPT. TRANSPORTATION
AGENCY

MOTOR VEHICLE ADMIN-DRIVERS LICENSING & SCHOOL VEHICLE
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
89W1113	SCHOOL VEH INSPECTION	1017-A	1	1984-86	8	1/93	RECYLED
88W849	SCHOOL VEH INSPECTION	1017-A	1	1986	3		
90W1171	LEARNERS PERMITS	1017	4	1989	25		
89W1114	SCHOOL VEH INSPECTION	1017-A	1	1986	6		
88W848	SCHOOL VEH REPAIR	1017-A	1	1986	2		
87W986	SCHOOL VEH REPAIR	1017-A	1	1986	2		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.05.00. 26.02.05		ACCESSION NO. 89W1113	DATE REC'D 4-26-89
b) AGENCY Motor Vehicle Administration		LOCATION - RANGE 113	
c) DIVISION/UNIT Drivers Licensing & School Vehicle Safety			
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062		SECTION(S) 28	NO. OF CU. FT. 8
e) AGENCY OFFICIAL Lt. Ralph M. Vaught <i>Ralph M. Vaught</i>		PHONE NO. 768-7401 3/14/89	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS 1 thru 8	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES DL-119 School Vehicle Inspection Forms Board of Education January 1, 1984 thru December 31, 1986		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DA) 1017-A-1 January 1, 1993

4-24-93

RECORDS TRANSMITTAL AND RECEIPT

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE · 799-1379)

OK

DIRECTIONS · PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 29.05.00</p> <p>b) AGENCY Motor Vehicle Administration</p> <p>c) DIVISION / UNIT Division of Driver Licensing and School Vehicle Safety</p> <p>d) MAILING ADDRESS 6601 Ritchie Highway Glen Burnie, Maryland 21062</p>	<p>26.02.05</p> <p>88W849</p> <p>LOCATION RANGE: 37 SECTION(S): 15</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 3-9-88</p> <p>NO. OF CU. FT. 3</p>
<p>e) AGENCY OFFICIAL <i>Ralph M. Vaught</i> Lt. Ralph M. Vaught</p> <p>PHONE NO. 2/8/88 768-7401</p>	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<p># 1</p> <p># 2</p> <p># 3</p>	<p>DL-129 School Vehicle Preventive Maintenance Inspection Certification 1/86 thru 12/86 Board of Education Allegany County thru Frederick County</p> <p>Garrett County thru Montgomery County</p> <p>Prince George's County thru Worcester County</p>	<p>1017 A-1</p> <p>December 1992 1/93</p> <p><u>Disposal</u> 1-12-93 <i>JS</i></p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 26.02.05</p> <p>b) AGENCY Motor Vehicle Administration</p> <p>c) DIVISION/UNIT Division of Drivers Licensing and School Vehicle Safety</p> <p>d) MAILING ADDRESS 6601 Ritchie Hwy NE Glen Burnie, Maryland 21062</p> <p>e) AGENCY OFFICIAL <i>H. H. Lee Morton</i> PHONE NO. Lt. H. Lee Morton, Examiner In Charge (301) 768-7595</p>	<p>ACCESSION NO. 9061171</p> <p>LOCATION - RANGE 37 SECTION(S) 7</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 5-2-90</p> <p>NO. OF CU. FT. 25</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#1	<u>Applications for Learners Permits</u> January 1-31, 1989 Glen Burnie, Mondawmin, gaithersburg, Largo	1017-4 January 1993
#2	January 1-31, 1989 Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair, Glen Burnie ABCs.	<p><i>Disposal</i> 1-12-93 <i>GPS</i></p>
#3	February 1-28, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick Belair, Glen Burnie ABCs.	
#4	February 1-28, 1989 Mondawmin, Glen Burnie	
#5	March 1-31, 1989 Gaithersburg, Annapolis, Largo, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair	
#6	March 1-31, 1989 Glen Burnie, Mondawmin, Glen Burnie ABCs	
#7	April 1-30, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair ABCs.	
#8	April 1-30, 1989 Mondawmin, Glen Burnie	
#9	May 1-31, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Oakland, Salisbury, Westminster, Waldorf, Belair	
#10	May 1-31, 1989 Glen Burnie, Mondawmin	
#11	June 1-30, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair ABCs.	
#12	June 1-30, 1989 Glen Burnie, Mondawmin	
#13	July 1-31, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair, ABCs.	

C-4/27

- #14 July 1-31, 1989 Mondawmin, Glen Burnie
- #15 August 1-31, 1989 Mondawmin, Glen Burnie, ABC's
- #16 August 1-31, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair.
- #17 September 1-30, 1989 Mondawmin, Glen Burnie
- #18 September 1-30, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, Belair ABC's.
- #19 October 1-31, 1989 Belair, Glen Burnie, Mondawmin, ABC's
- #20 October 1-31, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Waldorf, ABC's.
- #21 November 1-30, 1989 Glen Burnie, Mondawmin, Gaithersburg, Largo
- #22 November 1-30, 1989 Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster, Frederick, Waldorf, Belair
- #23 December 1-31, 1989 Gaithersburg, Largo, Annapolis, Chesapeake City, Hagerstown, Salisbury, Westminster
- #24 December 1-31, 1989 Waldorf, Belair, Mondawmin, Glen Burnie
- #25 December 1-31, 1989 Glen Burnie ABC's

R-37

S-7

1 Empty

RECEIVED

MAR 28 1990

RECORDS MANAGEMENT
DIVISION

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00	26.02.05 ACCESSION NO. 89W1114	DATE REC'D 4-26-89
b) AGENCY Motor Vehicle Administration	LOCATION - RANGE 103 SECTION(S) 30 NO. OF CU. FT. 6	
c) DIVISION/UNIT Drivers Licensing & School Vehicle Safety		
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Lt. Ralph M. Vaught <i>Ralph M. Vaught</i>	PHONE NO. 768-7401 3/14/89	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D
1	DL-113 School Vehicle Safety Inspections January 1, 1986 thru December 31, 1986	1017-A-1 January 1, 1993
2	DL-119 School Vehicle Inspection Form Private Contractors January 1, 1984 thru December 31, 1986	<i>1-23-93</i>
3	DL-119 School Vehicle Inspection Form Private Contractors January 1, 1984 thru December 31, 1986	
4	DL-119 School Vehicle Inspection Form Board of Education January 1, 1984 thru December 31, 1986	
5	DL-119 School Vehicle Inspection Form Board of Education January 1, 1984 thru December 31, 1986	
6	DL-119 School Vehicle Inspection Form Board of Education January 1, 1984 thru December 31, 1986	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE · 799-1379)

E

DIRECTIONS · PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.05.00 <i>26.02.05</i>	ACCESSION NO. <i>88W1848</i>	DATE REC'D <i>3-9-88</i>
b) AGENCY Motor Vehicle Administration		
c) DIVISION/UNIT Division of Driver Licensing and School Vehicle Safety	LOCATION - RANGE <i>34</i>	SECTION(S) <i>18</i>
d) MAILING ADDRESS 6601 Ritchie Highway Glen Burnie, Maryland 21062	NO. OF CU. FT. <i>2</i>	
e) AGENCY OFFICIAL <i>[Signature]</i> Lt. Ralph M. Vaught 2/8/88	PHONE NO. 768-7401	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 1	DL-116 School Vehicle Repair Order 1/86 thru 12/86 Anne Arundel County thru Kent County Private	1017 A-1 December 1992 <i>1/93</i>
# 2	Montgomery County thru Worcester County Private	<div style="text-align: center;"> <i>Disposal</i> <i>1-12-93</i> <i>[Signature]</i> </div>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE • 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00	26.02.05	ACCESSION NO. 87W986	DATE REC'D 5-5-87
b) AGENCY Motor Vehicle Administration		LOCATION - RANGE 27	SECTION(S) 4
c) DIVISION / UNIT School Vehicle Safety Section Division of Examination & Licensing		NO. OF CU. FT. 2	
d) MAILING ADDRESS 6601 Ritchie Highway Glen Burnie, Maryland 21062		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Ralph M. Vaught</i> Lt. Ralph M. Vaught		PHONE NO. 768-7401 April 29, 1987	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3.	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
# 1	DL116	School Vehicle Repair Prder 3/86 thru 12/86 Board of Education Allegany County thru Carroll County	1017 A-9 December 1992 Jan. 1993
# 2	DL116	School Vehicle Repair Order 3/86 thru 12/86 Board of Education Cecil County thru Worcester County	December 1992 1/11/93 <i>gpr</i>

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

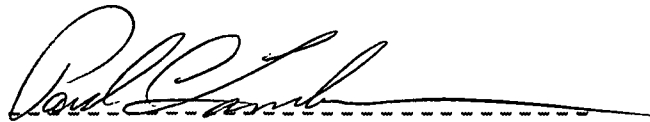
CERTIFICATE OF RECORDS DISPOSAL

26.02.07

DEPT. TRANSPORTATION
AGENCY

MOTOR VEHICLE ADMIN.-TITLE PRODUCTION
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
92W638	GEN ACCTG RECORDS	1014	1B	1981	7	1/93	RECYCLED
92W639	GEN ACCTG RECORDS	1014	1B	1981	18		
91W1299	GEN ACCTG RECORDS	1014	1B	1990	10		
90W733	CASHIERS TRANSMITTALS	1014	1B	1989	18		
91W1300	GEN ACCTG RECORDS	1014	1B	1990	5		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. Q2W638	DATE REC'D 12-17-91
B. DIVISION/UNIT TITLE PRODUCTION ROOM # 106		RM CODE 26.02.07	
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY, N. E. GLEN BURNIE, MARYLAND 21062		LOCATION RANGE SECTION(S) 16 26	NO. OF CU. FT. 7
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL RUTH D. BURRELL <i>R. Burrell</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	GENERAL ACCOUNTING RECORDS 1991 MONTHLY STATEMENTS January - February, 1991	<i>Disposal</i> <i>4/17/93</i> <i>Plu</i> 1014-1B January, 199B
2	March - April, 1991	
3	May, 1991	
4	June, 1991	
5	July, 1991	
6	August, 1991	
7	September, 1991	

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 92W639	DATE REC'D 12-17-91
B. DIVISION/UNIT TITLE PRODUCTION ROOM 106			RM CODE 26-02-07
C. MAILING ADDRESS 6601 RITCHIE HIGHWAY, N.E. GLEN BURNIE, MARYLAND 21062		LOCATION RANGE SECTION(S) 143 35	NO. OF CU. FT. 18
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL RUTH BURELL <i>R. Burrell</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	January 02-23, 1991	1014-1B January, 1993 <i>4-17-93</i>
2	January 24-58, 1991	
3	February 02-23, 1991	
4	February 24-58, 1991	
5	March 02-27, 1991	
6	March 29-71, 1991	
7	April 01-23, 1991	
8	April 27-71, 1991	
9	May 02-29, 1991	
10	May 30-78, 1991	
11	June 01-27, 1991	
12	June 29-71, 1991	
13	July 02-29, 1991	
14	July 30-84, 1991	
15	August 01-29, 1991	
16	August 30-84, 1991.	
17	September 01-30, 1991	
18	September 31-84, 1991	

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 91W1299	DATE REC'D 5-21-91
B. DIVISION/UNIT TITLE PRODUCTION ROOM 106			RM CODE 26.02.07
C. MAILING ADDRESS 6601 Ritchie Highway, N. E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 43 9-10	NO. OF CU. FT. 10
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth Burrell		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	GENERAL ACCOUNTING RECORDS CASHIERS TRANSMITTAL SHEETS August 1-22, 1990	<i>Disposal</i> <i>2/6/93</i> <i>AK</i> 1014-1B Jan 1993
2	August 23-58, 1990	
3	September 1-22, 1990	
4	September 23-58, 1990	
5	October 1-22, 1990	
6	October 23-58, 1990	
7	November 2-23, 1990	
8	November 27-57, 1990	
9	December 2-23, 1990	
10	December 24-57, 1990	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION B. DIVISION/UNIT VEHICLE REGISTRATION DIVISION TITLE PRODUCTION SECTION - Room 106 C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062 D. PHONE NO. 768-7030 E. AGENCY OFFICIAL Robert Dodson <i>[Signature]</i>	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">90W733</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">1-16-90</div>
	LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">1 2</div>	FM CODE <div style="font-size: 1.5em; font-family: cursive;">26.02.07</div>
	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">18</div>	
	RECORDS CENTER MANAGER TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	CASHIERS TRANSMITTAL SHEETS 1989	
1	January 3 - 11, 1989	#1014 #1B Disposal 3/6/93 Disposal 12/92 Jan. 1993
2	January 12 - 20, 1989	
3	January 21 - 31, 1989	
4	February 1 - 9, 1989	
5	February 10 - 17, 1989	
6	February 21 - 28, 1989	
7	March 1 - 13, 1989	
8	March 14 - 21, 1989	
9	March 22 - 31, 1989	
10	April 3 - 11, 1989	
11	April 12 - 20, 1989	
12	April 21 - 28, 1989	
13	May 1 - 9, 1989	
14	May 10 - 19, 1989	
15	May 22 - 30, 1989	
16	June 1 - 9, 1989	
17	June 12 - 20, 1989	
18	June 21 - 30, 1989	

R-1

S-2

9 Empties

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MOTOR VEHICLE ADMINISTRATION		ACCESSION NO. 91W1300	DATE REC'D 5-21-91
B. DIVISION/UNIT TITLE PRODUCTION ROOM # 106			RM CODE 26-02-07
C. MAILING ADDRESS 6601 Ritchie Highway, N. E. Glen Burnie, Maryland 21062		LOCATION RANGE SECTION(S) 33 15	NO. OF CU. FT. 5
D. PHONE NO. 787-2951		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth D. Burrell		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	GENERAL ACCOUNTING RECORDS 1990 MONTHLY STATEMENTS	
1	January - February, 1990	
2	March - April, 1990	
3	May-June-July, 1990	
4	August - September - October, 1990	1014-1B January, 1993
5	November-December, 1990	

Disposal
1-12-93
SPS

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.08

DEPT. TRANSPORTATION
AGENCY

MOTOR VEHICLE ADMIN.-LICENSING & CONSUMER SERV
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
87W187	REIMBURSEMENTS & TRANSMITTALS	1019	4	1982	6	1/93	RECYLED



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 796-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.00.05	26.02.08	ACCESSION NO. 87W187	DATE REC'D 9-9-86
b) AGENCY MOTOR VEHICLE ADMINISTRATION		LOCATION - RANGE 15	SECTIONS 17
c) DIVISION/UNIT Division of Licensing & Consumer Serv. Professional Driving School Section		NO. OF CU. FT. 6	
d) MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, Maryland 21062 Room 127		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Barbara Kirby</i> Barbara Kirby, Chief 8/12/86		PHONE NO. 768-7450	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	<u>CLOSED REIMBURSEMENTS & TRANSMITTALS</u>	<i>Jan. 1993</i>
1.	January 1982 - March 1982	4/1019-4 12/92
2.	April 1982 - May 1982	4/1019-4 12/92
3.	June 1982 - July 1982	4/1019-4 12/92
4.	August 1982 - September 1982	4/1019-4 12/92
5.	October 1982 - November 1982	4/1019-4 12/92
6.	December 1982	4/1019-4 12/92
		<i>Disposal 4/17/93 PK</i>

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.10

DEPT. TRANSPORTATION
AGENCY

MOTOR VEHICLE ADMIN.-VEHICLE EMISSIONS
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
89W797	WAIVERS	1215	7	1987-88	32	1/93	RECYLED
89W502	WAIVERS	1215	7	1986-87	41		


SIGNATURE

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

D65-550-2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00		26.02.10 ACCESSION NO. 89W797		DATE REC'D 2-9-89	
b) AGENCY MOTOR VEHICLE ADMINISTRATION		LOCATION - RANGE 54		SECTIONS 21-22	
c) DIVISION/UNIT VEHICLE EMISSIONS INSPECTION PROGRAM		NO. OF CU. FT. 32		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 6601 Ritchie Hwy. N.E. Glen Burnie, Maryland 21062		e) AGENCY OFFICIAL B.E. Deibel 01/10/89 301-768-7208		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DAT.)			
#1 #2 #3 #4 #5 #6 #7 #8 #9 #10 #11 #12 #13 #14 #15 #16 #17 #18 #19 #20 #21 #22 #23 #24 #25 #26 #27 #28 #29 #30	Waivers 145501 - 146100 - 08/87-10/87 Waivers 146101 - 146700 - 08/87-12/87 Waivers 146701 - 147300 - 09/87-10/87 Waivers 147301 - 147900 - 09/87-10/87 Waivers 147901 - 148500 - 09/87-11/87 Waivers 148501 - 149100 - 09/87-12/87 Waivers 149101 - 149700 - 09/87-12/87 Waivers 149701 - 150250 - 09/87-11/87 Waivers 150251 - 150850 - 10/87-12/87 Waivers 150851 - 151400 - 09/87-12/87 Waivers 151401 - 152100 - 10/87-12/87 Waivers 152101 - 152650 - 10/87-12/87 Waivers 152651 - 153250 - 10/87-01/88 Waivers 153251 - 153750 - 11/87-12/87 Waivers 153751 - 154350 - 11/87-12/87 Waivers 154351 - 154950 - 11/87-01/88 Waivers 154951 - 155500 - 12/87-04/88 Waivers 155501 - 156100 - 12/87-01/88 Waivers 156101 - 157000 - 12/87-02/88 Waivers 157001 - 157600 - 12/87-02/88 Waivers 157601 - 158200 - 01/88-04/88 Waivers 158201 - 158850 - 01/88-03/88 Waivers 158851 - 159400 - 01/88-03/88 Waivers 159401 - 160000 - 02/88-04/88 Waivers 160001 - 160600 - 01/88-03/88 Waivers 160601 - 161200 - 01/88-04/88 Waivers 161201 - 161750 - 02/88-04/88 Waivers 161751 - 162350 - 02/88-06/88 Waivers 162350 - 163100 - 02/88-04/88 Waivers 163101 - 163700 - 03/88-05/88	1215 1035-7 01/93 7/94			

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#31	Accessories Waivers	040801 - 040900	- 12/84-05/85
	Accessories Waivers	050101 - 050200	- 02/85-11/87
	Accessories Waivers	058901 - 059000	- 08/86-09/86
	Accessories Waivers	060001 - 060100	- 09/86-10/86
	Accessories Waivers	065001 - 065100	- 07/85-11/85
	Accessories Waivers	065301 - 065400	- 11/86-12/86
	Accessories Waivers	075201 - 075300	- 10/86-10/86
#32	Partial Waivers	000154 - 000191	- 02/83-03/83
	Partial Waivers	000701 - 000750	- 02/83-02/83
	Partial Waivers	003167 - 003197	- 04/84-05/84
	Partial Waivers	005656 - 005700	- 11/84-04/87
	Partial Waivers	006301 - 006321	- 04/84-04/84
	Partial Waivers	006328 - 006400	- Not used
	Partial Waivers	008215 - 008247	- 05/84-05/84
	Partial Waivers	010709 - 010757	- 05/84-06/84
	Partial Waivers	014701 - 014715	- 06/84-06/84
	Partial Waivers	019603 - 019700	- Not used
	Partial Waivers	027083 - 027096	- 09/84-10/84
	Partial Waivers	033912 - 033987	- 09/84-09/84
	Partial Waivers	040401 - 040454	- 03/85-04/85
	Partial Waivers	057605 - 057680	- 04/85-06/85
	Partial Waivers	128700 - 128800	- 02/87-02/88
	Partial Waivers	137701 - 137800	- Partial used
	Single Waivers	001270	05/84
	Single Waivers	004174	05/84
	Single Waivers	009502	05/84
	Single Waivers	010860	05/84
	Single Waivers	012216	05/84
	Single Waivers	012270	07/84
	Single Waivers	012271	07/84
	Single Waivers	025682	09/84
	Single Waivers	025683	09/84
	Single Waivers	028193	09/84
	Single Waivers	030439	09/84
	Single Waivers	037757	03/85
	Single Waivers	037764	01/85
	Single Waivers	037781	04/85
	Single Waivers	037782	04/85
	Single Waivers	037800	04/85
	Single Waivers	045244	03/85
	Single Waivers	046852	03/85
	Single Waivers	047451	02/85
	Single Waivers	048690	03/85
	Single Waivers	048698	04/85
	Single Waivers	050321	03/85
	Single Waivers	051948	04/85
	Single Waivers	051969	04/85
	Single Waivers	052306	03/85
	Single Waivers	053287	03/85
	Single Waivers	054580	04/85
	Single Waivers	054685	04/85
	Single Waivers	054694	04/85
	Single Waivers	055041	03/85
	Single Waivers	056009	04/85
	Single Waivers	056085	08/85
	Single Waivers	057080	06/85

#32

Single Waivers	057901	Void
Single Waivers	058046	Void
Single Waivers	063457	06/85
Single Waivers	063633	Void
Single Waivers	063792	Void
Single Waivers	063808	Void
Single Waivers	063825	Void
Single Waivers	063836	Void
Single Waivers	063862	Void
Single Waivers	064497	09/85
Single Waivers	068313	07/85
Single Waivers	068400	Void

R-54

S-21-22

One (1) Empty

S-22

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.05.00	26.02.10	ACCESSION NO. 896502	DATE REC'D 11-22-88
b) AGENCY MOTOR VEHICLE ADMINISTRATION		LOCATION - RANGE 118	SECTION(S) 8-9
c) DIVISION/UNIT VEHICLE EMISSIONS INSPECTION PROGRAM			NO. OF CU. FT. 41
d) MAILING ADDRESS 6601 Ritchie Hwy. N.E. Glen Burnie, Maryland 21062		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Redwood</i>	PHONE NO. 10/11/88 301-768-7208	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DAT
#1	Waivers 118701 - 119400 - 12/86 - 03/87	1215
#2	Waivers 119401 - 120000 - 12/86 - 05/87	1035-7 01/93 1/94
#3	Waivers 120001 - 120600 - 06/86 - 07/86	
#4	Waivers 120601 - 121300 - 06/86 - 02/87	
#5	Waivers 121401 - 122100 - 06/86 - 08/86	
#6	Waivers 122101 - 122900 - 07/86 - 08/86	
#7	Waivers 122901 - 123600 - 06/86 - 03/87	
#8	Waivers 123601 - 124200 - 07/86 - 01/87	
#9	Waivers 124201 - 124800 - 09/86 - 03/87	
#10	Waivers 124801 - 125400 - 12/86 - 04/87	
#11	Waivers 125401 - 126000 - 01/87 - 03/87	
#12	Waivers 126001 - 126800 - 01/87 - 02/87	
#13	Waivers 126801 - 127400 - 02/87 - 06/87	
#14	Waivers 127401 - 128100 - 02/87 - 04/87	
#15	Waivers 128101 - 128900 - 02/87 - 04/87	
#16	Waivers 128901 - 129600 - 02/87 - 05/87	
#17	Waivers 129601 - 130200 - 03/87 - 06/87	
#18	Waivers 130201 - 130900 - 03/87 - 05/87	
#19	Waivers 130901 - 131600 - 03/87 - 05/87	
#20	Waivers 131601 - 132200 - 04/87 - 06/87	
#21	Waivers 132201 - 132900 - 03/87 - 06/87	
#22	Waivers 132901 - 133600 - 04/87 - 06/87	
#23	Waivers 133601 - 134300 - 04/87 - 06/87	
#24	Waivers 134301 - 134900 - 05/87 - 08/87	
#25	Waivers 134901 - 135600 - 04/87 - 06/87	
#26	Waivers 135601 - 136200 - 05/87 - 06/87	
#27	Waivers 136201 - 136900 - 06/87 - 07/87	
#28	Waivers 136901 - 137500 - 06/87 - 07/87	
#29	Waivers 137501 - 138100 - 06/87 - 07/87	
#30	Waivers 138101 - 138700 - 06/87 - 10/87	
#31	Waivers 138701 - 139300 - 06/87 - 07/87	
#32	Waivers 139301 - 139900 - 07/87 - 05/87	

4-24-93

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

#33	Waivers	139901 - 140500 - 07/87 - 08/87
#34	Waivers	140501 - 141200 - 07/87 - 07/87
#35	Waivers	141201 - 141800 - 07/87 - 10/87
#36	Waivers	141801 - 142500 - 07/87 - 08/87
#37	Waivers	142501 - 143100 - 07/87 - 08/87
#38	Waivers	143101 - 143700 - 08/87 - 11/87
#39	Waivers	143701 - 144300 - 08/87 - 09/87
#40	Waivers	144301 - 144900 - 08/87 - 09/87
#41	Waivers	144901 - 145500 - 08/87 - 10/87

R-118

S-8-9

5 Empties
S-9

RECEIVED
OCT 19 1988
RECORDS MANAGEMENT
DIVISION

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.02.03

MD DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN-DRIVER RECORDS
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
84W334	STATEWIDE CITATIONS	697	8	1979-80	59	7/93	RECYCLED
84W332	CITATIONS W/DISPOSITION	697	8	1980-81	71		


Signature

RECORDS CENTER MANAGER
Title

07/21/93
Date

RECORDS TRANSMITTAL AND RECEIPT

To Be Completed At State Records Center

E 26.02.03

Accession No.

84W334

Date Records Received

1-23-84

FROM: (Name and Division of Transferring Agency)
MOTOR VEHICLE ADMINISTRATION
DRIVER RECORDS

Signature

Title

Address of Agency:
6601 RITCHIE HIGHWAY
GLEN BURNIE, MARYLAND 21062

3. TO: STATE RECORDS CENTER

Agency Official (Signature)

DATE

Les Adair

12/1/83

5. Building & Room No.

~~20~~ 59 cubi ft.

6. Telephone No.

768-7225

Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item)

R-7
S-21-22

1-59

STATEWIDE CITATIONS

1	6089000-6098599	08/79 TO 02/80
2	6098600-6109299	07/79 TO 06/79
3	6109300-6120299	06/79 TO 07/79
4	6120300-6131199	01/79 TO 09/79
5	6131200-6140699	09/79 TO 08/79
6	6140700-6149199	08/79 TO 09/79
7	6149200-6157899	09/79 TO 11/79
8	6157900-6167099	11/79 TO 10/79
9	6167100-6176499	10/79 TO 06/80
10	6176500-6185699	06/80 TO 12/79
11	6185700-6194199	12/79 TO 10/79
12	6194201-6204899	07/79 TO 01/80
13	6204900-6214599	01/80 TO 09/79
14	6214600-6223699	09/79 TO 08/79
15	6223700-6232899	02/79 TO 10/79
16	6232900-6241899	10/70 TO 12/79
17	6241900-6250999	12/79 TO 09/79
18	6251000-6260999	09/79 TO 04/80
19	6261000-6272899	04/80 TO 07/80
20	6272901-6283199	01/80 TO 03/80
21	6283200-6293399	03/80 TO 12/79
22	6293400-6302375	02/79 TO 01/80
23	6302376-6312350	11/79 TO 11/79
24	6312351-6320975	12/79 TO 12/79
25	6320976-6329679	12/79 TO 01/80
26	6329680-6339625	01/80 TO 01/80
27	6339626-6348025	12/79 TO 12/79
28	6348026-6356800	12/79 TO 08/81
29	6356801-6366575	10/80 TO 01/80
30	6366576-6376200	12/79 TO 05/80
31	6376201-6385955	04/80 TO 02/80
32	6385956-6395071	02/80 TO 03/80
33	6395072-6404262	03/80 TO 09/80
34	6404263-6413301	04/80 TO 05/80

697-8

7/93

Disposal

8/14/93

JMS

BOX NUMBERS DESCRIPTION OF RECORDS WITH INCLUSIVE DATES

35	6413302-6422474	05/80 TO 05/80
36	6422475-6431899	06/80 TO 04/80
37	6431900-6439999	04/80 TO 04/80
38	6440000-6449687	03/80 TO 06/80
39	6449688-6459399	07/80 TO 10/80
40	6459400-6469899	11/80 TO 08/80
41	6469900-6479999	08/80 TO 04/80
42	6480000-6488099	04/80 TO 09/80
43	6489100-6497999	09/80 TO 06/80
44	6498000-6506499	06/80 TO 07/80
45	6506500-6515599	07/80 TO 07/80
46	6515600-6524599	07/80 TO 07/80
47	6524600-6533799	07/80 TO 08/80
48	6533800-6552299	06/80 TO 08/80
49	6552300-6563699	08/80 TO 08/80
50	6563700-6574899	04/80 TO 08/80
51	6574900-6583299	08/80 TO 06/80
52	6583300-6592099	06/80 TO 06/80
53	6592100-6600899	06/80 TO 09/80
54	6600900-6609399	07/80 TO 07/81
55	6609400-6619399	07/81 TO 08/80
56	6619400-6627499	08/80 TO 01/81
57	6627500-6637699	01/81 TO 05/81
58	6637700-6647599	03/81 TO 11/80
59	6647600-6659600	11/80 TO 05/80

RECORDS TRANSMITTAL AND RECEIPT

Accession No.

Date Records Received

84W332

1-23-84 ✓

FROM: (Name and Division of Transferring Agency)
MOTOR VEHICLE ADMINISTRATION
DRIVER RECORDS

Signature

Title

Address of Agency:
6601 RITCHIE HIGHWAY
GLEN BURNIE, MARYLAND 21062

3. TO: STATE RECORDS CENTER

Agency Official (Signature)

DATE

5. Building & Room No.

6. Telephone No.

L. Wallace

12/1/83

71

768-7225

Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-17
S-7-9

1-71

AUTOMATED #2 WITH DISPOSITION

- 1 -
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6659601-6665050	11/80	TO	02/80
6665051-6670920	11/79	TO	10/79
6670921-6676250	10/79	TO	02/80
6676251-6681400	10/79	TO	09/79
6681401-6686405	08/79	TO	10/79
6686406-6691598	11/79	TO	03/80
6691599-6696586	04/80	TO	01/80
6696588-6702297	01/80	TO	09/79
6702298-6706757	09/79	TO	10/79
6706758-6711961	10/79	TO	02/80
6711962-6717199	02/80	TO	12/80
6717201-6722130	01/80	TO	02/80
6722131-6727432	02/80	TO	05/80
6727433-6733532	05/80	TO	12/79
6733533-6739047	01/80	TO	03/80
6739048-6744824	03/80	TO	05/80
6744826-6750599	03/80	TO	04/80
6750600-6756397	05/80	TO	06/80
6756401-6762206	07/80	TO	03/80
6762207-6767745	03/80	TO	05/80
6767746-6772199	05/80	TO	06/80
6772200-6776499	05/80	TO	01/81
6776500-6780899	01/81	TO	05/80
6780901-6786743	05/80	TO	06/80
6786744-6792426	06/80	TO	07/80
6792427-6798854	07/80	TO	06/80
6798855-6804504	06/80	TO	06/80
6804505-6810050	06/80	TO	06/80
6810051-6816599	06/80	TO	06/80
6816600-6822096	06/80	TO	06/80

697-8

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7/93

7/16/93
[Signature]

AUTOMATED #2 WITH DISPOSITIONS

31	6822097-6827684	06/80	TO	07/80
32	6827685-6833711	07/80	TO	08/80
33	6833712-6840410	08/80	TO	07/80
34	6840411-6846711	07/80	TO	09/80
35	6846712-6852683	09/80	TO	10/80
36	6852684-6861703	10/80	TO	10/80
37	6861704-6867399	10/80	TO	11/80
38	6867400-6876841	11/83	TO	12/80
39	6876842-6882868	12/80	TO	08/80
40	6882869-6888938	08/80	TO	09/80
41	6888939-6895318	09/80	TO	10/80
42	6895319-6903450	10/80	TO	11/80
43	6903451-6908099	11/80	TO	11/80
44	6908100-6914992	11/80	TO	12/80
45	6914994-6924798	12/80	TO	09/81
46	6924800-6931426	01/81	TO	12/80
47	6931427-6942399	10/80	TO	10/80
48	6942400-6949799	10/80	TO	01/81
49	6949800-6959899	03/81	TO	11/80
50	6959902-6968099	10/80	TO	10/80
51	6968100-6994384	10/80	TO	01/81
52	6994385-7004498	03/81	TO	11/80
53	7004500-7022286	11/80	TO	01/81
54	7022287-7037100	09/81	TO	02/81
55	7037102-7042399	10/80	TO	10/80
56	7042400-7049182	10/80	TO	12/80
57	7049183-7056500	02/81	TO	03/81
58	7056504-7072499	01/81	TO	01/81
59	7072500-7081999	01/81	TO	07/80
60	7082000-7086399	07/80	TO	10/80
61	7086400-7090999	11/80	TO	07/79
62	7091000-7095399	01/80	TO	03/80
63	7095400-7099699	03/80	TO	02/80
64	7099700-7104178	02/80	TO	11/79
65	7104179-7108682	11/79	TO	11/79
66	7108683-7113690	11/79	TO	01/80
67	7113691-7118576	01/80	TO	01/80
68	7118577-7123535	01/80	TO	02/80
69	7123536-7128697	02/80	TO	02/80
70	7128698-7133190	02/80	TO	01/80
71	7133191-7139299	01/80	TO	08/79

61 *9999*
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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.02.10

MD DEPT. OF TRANSPORTATION

MOTOR VEHICLE ADMIN.-VEHICLE EMISSIONS
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
88W1132	WAIVERS	1215	7	1986-87	37	7/93	RECYCLED



Signature

DGS-550-2

RECORDS CENTER MANAGER
Title

07/21/93
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.05.00		26.02.10		ACCESSION NO.	DATE REC'D
b) AGENCY MOTOR VEHICLE ADMINISTRATION				88W1132	4-20-88
c) DIVISION/UNIT VEHICLE EMISSIONS INSPECTION PROGRAM		LOCATION - RANGE	SECTION(S)	NO. OF CU. FT.	
d) MAILING ADDRESS 6601 Ritchie Hwy. N.E. Glen Burnie, Maryland 21062		148	10-11	37	
e) AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 03/17/88 301-768-7208		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DAT.)
#1	Waivers 093601 - 094300 - 02/86 - 05/86	1213 1035-7 01/92 7/93 7/7/93 <i>[Signature]</i>
#2	Waivers 094301 - 095000 - 02/86 - 06/86	
#3	Waivers 095001 - 095800 - 03/86 - 06/86	
#4	Waivers 095801 - 096500 - 02/86 - 04/86	
#5	Waivers 096501 - 097200 - 03/86 - 04/86	
#6	Waivers 097201 - 097900 - 04/86 - 05/86	
#7	Waivers 097901 - 098700 - 03/86 - 06/86	
#8	Waivers 098700 - 099500 - 04/86 - 06/86	
#9	Waivers 099501 - 100400 - 04/86 - 05/86	
#10	Waivers 100401 - 101100 - 04/86 - 05/86	
#11	Waivers 101101 - 101800 - 05/86 - 06/86	
#12	Waivers 101801 - 101500 - 05/86 - 09/86	
#13	Waivers 102501 - 103100 - 05/86 - 10/86	
#14	Waivers 103101 - 103800 - 05/86 - 07/86	
#15	Waivers 103801 - 104600 - 05/86 - 07/86	
#16	Waivers 104601 - 105300 - 05/86 - 09/86	
#17	Waivers 105301 - 105900 - 07/86 - 09/86	
#18	Waivers 105901 - 106600 - 07/86 - 09/86	
#19	Waivers 106601 - 107200 - 08/86 - 09/86	
#20	Waivers 107201 - 107900 - 08/86 - 09/86	
#21	Waivers 107901 - 108500 - 08/86 - 10/86	
#22	Waivers 108501 - 109200 - 08/86 - 11/86	
#23	Waivers 109201 - 109800 - 08/86 - 11/86	
#24	Waivers 109801 - 110400 - 08/86 - 10/86	
#25	Waivers 110401 - 111000 - 09/86 - 12/86	
#26	Waivers 111001 - 111600 - 09/86 - 11/86	
#27	Waivers 111601 - 112300 - 09/86 - 12/86	
#28	Waivers 112301 - 113000 - 10/86 - 12/86	
#29	Waivers 113001 - 113700 - 10/86 - 12/86	
#30	Waivers 113701 - 114300 - 11/86 - 01/87	
#31	Waivers 114301 - 115000 - 10/86 - 12/86	
#32	Waivers 115001 - 115600 - 10/86 - 12/86	

USE PLAIN PAPER FOR CONTINUATION PAGES)

#33	Waivers	115601 - 116200 - 10/86 - 02/87
#34	Waivers	116201 - 116900 - 11/86 - 01/87
#35	Waivers	116901 - 117500 - 12/86 - 02/87
#36	Waivers	117501 - 118100 - 12/86 - 02/87
#37	Waivers	118101 - 118700 - 12/86 - 03/87

1035-7 01/92

R-148

S-10-12

11 } EMPTY'S
SECTION(S) 11-12 *

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.01

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-PROJECT DEVELOPMENT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
87W721	CORRESPONDENCE, MAPS	944	1	1971-80	10	7/94	RECYCLED
87W965	LETTER FILES	944	1	1975-83	1		
88W485	ENVIRONMENT GRAPHIC & MISC	944	1	1987	5		
89W215	PROJECT FILES	944	1		11		
89W307	PROJECT FILES, AGREEMENTS	944	1	1972-82	1		
90W159	PUBLIC MEETINGS, HEARINGS	994	1	1988	7		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 20.02.01.30 26.03.01	ACCESSION NO. 87W721	DATE REC'D 3-16-87
b) AGENCY State Highway Administration	LOCATION - RANGE 18 16-17 10 23	
c) DIVISION/UNIT Project Development Division		
d) MAILING ADDRESS 707 N. Calvert Street Room #310 Baltimore, Maryland 21202	NO. OF CU. FT. RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL R. Spett	PHONE NO. 659-1235	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#1 - #5	U.S. Route 48 FEIS/4(F) 1980 Series	Schedule #944 Item #1 Retain for 5 Year then return to agency
#6	DEIS/4 (F) FHWA U.S. Route 48 (1973) Series	
#7	U.S. Route 50 Cabin John Interchange at Chevy Correspondence and maps.	<div style="font-size: 2em; font-family: cursive;"> * 7/97 July 1992 Box #8 - Returned to Agency - 8/1/90 * Bxs #9-15, 17-18 + Bxs 21-22 - Returned to Agency - 7/92 * Bx #20 - Destroyed 7/92 ↓ 10/12/94 gps </div>
#8	Archeological Studies and Miscellaneous correspondence on U.S. Route 15 (1971-1980)	
#9	Environmental Reports DEIS/FEIS	
#10	Draft Negatives Declarations and Miscellaneous correspondence on same.	
#11	Final Negatives Declarations and Miscellaneous Correspondence on same.	
#12-#14	U.S. Route 48 DEIS (4)F (1985) Series	
#15	U.S. Route 48 F.E.I.S. (4)F FHWA MD-EIS-73-08-FS 1985 Series	
#16	Baltimore Washington Parkway Project 1972-1980	
#17	Section 4(f) Evaluation and Statements (FONSI)	
#18	Final Environmental Impact Statements (F.E.I.S)/MISC.	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>20-02-61-30</u> b) AGENCY State Highway Administration		ACCESSION NO.	DATE REC'D
c) DIVISION/UNIT Project Development Division		LOCATION - RANGE SECTION(S)	NO. OF CU. FT.
d) MAILING ADDRESS 707 N. Calvert Street Room #310 Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL PHONE NO. 659-1235		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
#19	Environmental Assessments/MISC. Signatures date prior to 1/1/81	Schedule #944 Item #1 Retain for 5 Years Then return to agen <div style="text-align: center;">↓</div>
#20	Misc. Project Files/CTP&TYHNS Program Tours <i>Destroyed - 7/92</i>	
#21	U.S. Route 48 - Draft Supplement E.I.S. 1985/ Final Supplemental E.I.S. <i>Retained</i>	
#22	U.S. Route 48 Misc. EIS Draft information FHWA-MD-EIS-73-08 1980 Series	
#23	Draft Environmental Impact Statements (DEIS) /Misc.	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS • PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 (61.3) 26.03.01		ACCESSION NO. 87W965	DATE REC'D 5-5-87
b) AGENCY State Highway Administration		LOCATION - RANGE 30⁴³	NO. OF CU. FT. 309²⁴
c) DIVISION/UNIT Project Development Division		RECORDS CENTER MANAGER <i>Total Left #1</i>	
d) MAILING ADDRESS State Highway Administration 707 N. Calvert Street Room #310 Baltimore, Maryland 21202			
e) AGENCY OFFICIAL <i>[Signature]</i>	PHONE NO. 353 1035	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1-7	1987 - Interstate Cost Estimates Work Map Books	Schedule #944 Item #1 Retain for 5 Year then return to agency. <i>7/97</i> July 1992 Return *Partial Bxs-2-7-14 16-24 *Partial-Destroyed <i>7/92</i> Bxs-1, 8-13-15 Disposal <i>10/13/94</i> <i>ggs</i>
8	1985 - Interstate Cost Estimates Backup Materials I-270, I-97	
9	1985 - Interstate Cost Estimates Backup Materials I-95, I-68, I-495	
10	1985 - Interstate Cost Estimates Backup Materials I-81, I-83, I-895, I-70, I-795, I-370, I-395.	
11	1985 - Interstate Cost Estimates Backup Materials 1-3, I-695, I-195, I-295	
12	1985 - Interstate Cost Estimates Correspondence and Work Books.	
13	1985 - Interstate Cost Estimates - Correspondence on I-370.	
14	Letter Files on US 5/301 Maryland 70 to Bay Bridge 1975 to 1983.	
15	Maps of Federal Aid System and Materials for 1976..	
16	Correspondence, computer sheets, work maps agreements concerning U.S. 48	
17	Correspondence and material concerning U.S 48 and National Freeway, 1978.	
18	Correspondence and files concerning U.S. 48 for 1980 & 1981.	
19	Correspondence and files concerning U.S. 48 for 1977 and 1982.	
20	Correspondence and reports concerning U.S. Route 50 Cambridge Study.	
21	Time cards for January thru December 1985.	
22	Personnel Files for cut-off employees.	
23	Milestone Reports - 1976 - 1981 and Action Plans- 1977, Project Planning & Federal Files.	

Box 24

Employees Leave Reports - 1980-1985
Payroll Journals and Check Registers, 1982-1985,

87W965

R-~~20~~ 30

S-~~18~~ ~~30~~-31

24 Boxes

16 Empty spaces

R-30

S-30

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 29.02.61.30 <i>26.03.01</i></p> <p>b) AGENCY State Highway Administration</p> <p>c) DIVISION/UNIT Project Development Division</p> <p>d) MAILING ADDRESS 707 N. Calvert Street Room #310 Baltimore, Maryland 21202</p> <p>e) AGENCY OFFICIAL <i>[Signature]</i></p> <p>PHONE NO. 335- 1238</p>	<p>ACCESSION NO. <i>88W485</i></p> <p>LOCATION - RANGE <i>4</i></p> <p>SECTION(S) <i>35</i></p> <p>NO. OF CU. FT. <i>25</i></p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D <i>12-16-87</i></p>
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<p>1-2</p> <p>3</p> <p>4</p> <p>5</p> <p>6</p>	<p>Original environmental graphic and miscellaneous documents concerning (Documents - MD 313, MD 51, US 15, US 48 National Freeway, I-495, Knecht Avenue, and MD 173). (Graphics - US 48 National Freeway, Northwest Expressway I-795, US 15, MD 97, MD 173, US 219, MD 313, US 219 (Oakland Bypass), MD 223, MD 175, MD 210, I-495, MD 313 (Sharptown Bridge Replacement)</p> <p>Environmental Effects reports, EA, FONSI, Draft/Final Negative Declaration, FEIS, (1987) concerning US 219 (Bridge Over Deep Creek), US 219 (Oakland By-pass), Develbiss Road, MD 2., Cherry Lane Extended, Cabin Branch Interc, MD 313, MD 175, MD 97, MD 2, MD 355, MD 586, MD 404 and MD 210.</p> <p>Final Environmental Impact Statement concerning MD 223, US 48 (National Freeway), I-70, US. Route 15, Northwest Expressway I-795, Volumes #1 and 2.</p> <p>Final environmental Impact Statement (FEIS), Final Negative Declaration (FND), 1987 concerning MD 410, US 48, MD 223, MD 80, MD 424/214, MD 355 and Melrose crossing by-pass.</p> <p>Environmental documents concerning US 50/301 Cox Creek to MD 404</p>	<p><i>Sch. # 944</i></p> <p><i>Item # 1</i></p> <p><i>Jan. 1993-</i></p> <p><i>Return</i></p> <p><i>* Partial - 4/94</i></p> <p><i>Boxes - 4, 5, 7, 9-12</i></p> <p><i>Disposal</i></p> <p><i>10/13/94</i></p> <p><i>gsp</i></p>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

7 ~~Environmental Assessment concerning MD 214, MD 450,
MD 77, Muddy Branch Road, MD 97, I-495, MD 213, MD 144,
MD 197, MD 45, and I-270.~~

8 DEIS/FONSI Section 4(f) Statement and Section 4(F) Evaluation
and miscellaneous documents concerning DEIS - MD 32,
MD 26, MD 702, US 50/301, US 48, Beaver Dam Road,
FONSI - Muddy Branch Road, MD 97, MD 182, I-270 and MD 189,
US 50/301, US 40, I-495, and MD 450.

9 ~~Correspondence and files concerning U.S. 48~~

10 *Bot missing* ~~Final Environmental Impact Statement and Draft Environmental
Impact Statements on U.S. 48.~~

11 ~~Correspondence, technical reports and files concerning
U.S. 48.~~

12 ~~Correspondence, transcripts, EIS, and DEIS on U.S. 48.~~

R-~~37~~ R-4

S-~~37~~ S-35

33 EMPTY SPACES + S² 35


(12) BOXES 1 THRU 12⁺

Box No. # 10 is MISSING!

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JENSEN, MD. 20794 (TELEPHONE - 799-1379)

DIRECTORS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 26.03.01	ACCESSION NO. 89W215	DATE REC'D 8-17-88
b) AGENCY STATE HIGHWAY ADMINISTRATION	LOCATION - RANGE SECTION(S) NO. OF CU. FT. 3 25 26	
c) DIVISION/UNIT Project Development Division		
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202 Room #310	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL 	PHONE NO. 333-1235	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Project files of meetings and newspaper advertising on MD 2 (Jones Station Rd. to College Parkway), MD 2 & 4 (MD 264 to Patuxent River Bridge), MD 4 (MD 258 to MD 726).	Schedule #944 Item #1
2	Project files of meetings and newspaper advertising on MD 5 (St. Andrews Church Rd. to MD 245), MD 7 (Big Elk Creek Bridge), MD 10 (Arundel Expressway), MD 24 (I-95 to MD 755), MD 27 (Midland RR Bridge), MD 32 (MD 3 to HO CO Line), MD 36 (Lonaconing).	Retain for 5 Years then return to agency.
3	Project file of meetings and newspaper advertising on MD 43 (Whitemarsh Blvd.), MD 45 Cockeysville Underpass), MD 66 (Boonsboro to I-70), MD 68 (Pineburg to US 11), MD 77 (Double Pipe Creek).	<i>1/94 - Return</i> <i>* Box #19 - Missing</i> <i>* Partial - 4/94</i> <i>Bxs - 5-10, 14-18, 20-21, 25-26</i>
4	Project files of meetings and newspaper advertising on MD 80 (Monocacy River to Urbana), MD 107 (Dry Seneca Creek Bridge), MD 115 Relocated, MD 118 (MD 355 to Clopper Rd.), MD 140 (Taneytown Bypass), MD 140 (Jarrettsville Pike), MD 170 (Hammonds Ferry Rd. to MD 176), MD 182 (MD 70 to Argyle Club Rd.).	
5	Project files of meetings and newspaper advertising on MD 197 (Amtrak Crossing-Huntington), MD 216 (US 29 to I-95), MD 223 (NO PROJECT FILE), MD 333 (Peachblossom and Trippe Creeks Bridges), MD 358 (St. Maint. to Janis Island Park).	
6		
7		

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

- Box 6 Project files of meetings and newspaper advertising on MD 363 (Priacens Anne), MD 450/564 Interchange, MD 450 (Savern River Bridge), MD 458 (Marlboro Pike to Walkermill).
- Box 7 Project files of meetings and newspaper advertising on MD 543 (MD 543 to MD 7), MD 586 & MD 586/28, MD 644 (Amtrak Bridge at US 1), MD 648 (Balto. City Line to I-695), MD 937 (Potomac River Bridge).
- Box 8 Project files of meetings and newspaper advertising on MD 665 (BATCS Section H), MD 702 Extended.
- Box 9 Project files of meetings and newspaper advertising on US 1 Alt (Hyattsville Bridge), US 29/MD 103 Interchange, US 29 (Broken Land Parkway Interchange), US 40 (Cash Valley to Vock Rd.).
- Box 10 Project files of meetings and newspaper advertising on US 50/301 (MD 70 to Bay Bridge), US 50 (Cabin Branch), US 50 (Winchester Rd. Crossover).
- Box 11 Project files of meetings and newspaper advertising on I-70 (E. Patrick St. to Mt. Philip Rd.), I-270/MD 24 Interchange, I-270/MD 189 Interchange.
- Box 12 Project file of meetings and newspaper advertising on I-270Y (I-270Y to MD 121), I-495 (I-270 to MD 97).
- Box 13 Project files of meetings and newspaper advertising on Ritchie Parkway, Weems Creek Bridge, MD 108 (S. Clarksville to Little Patuxent Rd.-US 29 to MD 104), MD 115 (MD 28 to Montgomery Village Ave.), Mailing list for MD 36 Lonaconing.
- Box 14 & 15 Project files of meetings and newspaper advertising on US 48 (National Freeway).
- Box 16 Project files of meetings and newspaper advertising on BATCS, I-97 A&B.
- Box 17 Project files of meetings and newspaper advertising on I-97 C, I-97 D.
- Box 18 Project files of meetings and newspaper advertising on I-97 E1&4 & E2&3, I-97 F.
- Box 19 *Missing* Project files of meetings and newspaper advertising on I-97 G, I-68 (I-95 to Lottsford Vista Rd.), I-97 (US50 to MD 301), MD 27 (US 40 to Dorceytown), MD 32 (Pindell School Rd. to BW Parkway), MD 32 (MD 26 to MD 91 & MD 97 to Main St.), MD 45 (S. Warren Rd. to Shawan Rd.), MD 75 (S. Ed McLain Rd. to I-70N), MD 77 (MD 194 to Union Bridge), MD 97 (Emmitsburg), MD 97 (BelPre Rd. to MD 28).
- Box 20 Project files of meetings and newspaper advertising on MD 2 (MD 214 to VA Ave.), MD 2 (Hahn Dr.), MD 7C (Bridge over Penn Central RR), MD 175 (Reese Rd. to First St.), MD 227 (US50/301 to MD 228), MD 313, MD 382 (MD 5 to E. PG CO Line), MD 404 (Denton Bypass), MD 556, MD 838 (Wye Narrows Bridge), US 50 (I-495 to Ardmore/Ardwick Rd.), US 219 (McHenry), I-95 (MD 43), I-495 (Landscape), and Public Hearing Transcript for MD-197 RR Crossing.

Box 21

Public Hearing Transcripts: Jones Falls Expressway - 4/27/65
 City Council - SRC; Mt. Zion Road - 5/12/68 - SRC;
 Northeast Freeway - 11/8/60 - D.C. Government; MD 183 - 1/14/70, SRC;
 U.S. 40 to Frederick, 11/12/68, SRC; MD 77- 5/18/78 (CL 486-771);
 MD 235 - 12/15/70, SRC; MD 219, 4/5/77; U.S. 50 -8/20/75 (New
 Carrollton Metro Station); Railroad Crossing, Patapsco Avenue - 12/16/75;
 Cherry Lane - 1/11/78; Pulaski St. & Myrtle Ave., 1/19/66, City Council;
 Patuxent River Bridge - 6/20/69, SRC; MD 32 - Ptuxent Freeway, 10/19/70
 (HO 292 771) I-95 to BW Parkway.
 Design Study Reports: Junita St. 3/30/70 (H 538 001 415); Carter Ave.
 over Penn Central 4/8/74, Bridge Design IM 20-4-72; MD 2 & S - 4/10/72;
 I-70 N - 9/17/70; MD 210 6/23/77 (P 878 251 371); Penn Central Railroad

Box 22

Photographic Slides:
 MD 2 (AA 169 101 570); MD 4 (AA 376 101 570); MD 5 (CE 694 101 271);
 MD 7 (CE 694 101 271); MD 10 -Arundel Expressway (AA 572 000 570);
 MD 12; MD 32 (AW 295 000 070); MD 36 (AW 080 199 046); MD 43 (B818 151 471);
 MD 45 - Warren Rd. EXT.(B 977 000 471); MD 75 (F 629 017 771);
 MD 77 -Double Pipe Creek (F 128 101 771).

Box 23

Photographic Slides:
 MD 80 - (F 737 016 771); MD 107 (M 322 101 380); MD 108 (HO 452 000 071);
 MD 115 (M 758 003 371); MD 118 (M 969 000 371); MD 170 (AA 905 000 571);
 MD 182 (M 581 151 371); MD 193/201; MD 197 (P 802 101 371); MD 213 - Bohemia
 River Bridge (CE 655 101 270); MD 216 (HO 206 141 771); MD 223 (P 122 006 371);
 MD 313-Sharpstown Bridge (AW 621 501 171); MD 333 (T 358 201 271) for Bridge;
 MD 358 (S 353 101 171); MD 363 (S 326 501 171) Deal Island Bridge;
 MD 382 (CH 449 000 571); MD 410; MD 450/564 (P 185 003 371); MD 450 Severn
 River Bridge (AA 334 101 571).

Box 24

Photographic Slides:
 MD 543 (H 805 151 471); MD 556 (P 318 000 371); MD 611; MD 621; MD 644
 (B 808 101 471) Annapolis Rd.; MD 702 (B 546 151 471); MD 937 (A 686 101 671);
 I-70 (F 866 101 772); I-83 (Harrisburg Expy); I-270/MD 189 (M 278 202 372);
 I-270/MD 124 (M 971 002 370); I 370 -Shady Grove Station.

Box 25

Photographic Slides:
 I-795 (Northwest Expy-complete history of project); US 1-Hyattsville Bridge
 (P 734 101 371); US 29-Brokenland Parkway (HO 630 101 770); US 29/103
 HO 629 101 771); US 48-National Freeway (A 519 201 680) US 50-Cox Creek;
 US 50-Vienna Bypass; US 50/301-MD 70 to Bay Bridge (AA 572 000 570);
 US 50/301-W. Cox Creek - MD 404 (Q 508 101 279); US 50-Choptank River Bridge.

Box 26

Photographic Slides:
 BATCS - I-97 (A&B) (AA 310 251 572); I-97 (C) (AA 132 201 572);
 I-97 (D) (AA 132 203 572); I-97 (E) (AA 937 201 572); (I-97 (F) (AA 309 202 572);
 I-97 (G) (AA 316 201 570); I-97 (H) (AA 317 201 570); I-97/I-68;
 MD 665 (AA 317 201 570); BACTS Miscellaneous;
 Ritchie Parkway (M 401 152 101); Cherry Lane over RR/Laurel.

R-~~22~~-3

S-~~2~~S-25

Box # 19 - Missing

2 Empty

R-3 S-25

E

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 273, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. <u>29 02.01</u> <u>2603.01</u>		ACCESSION NO. <u>89W307</u>	DATE RECD <u>9-21-88</u>
b) AGENCY STATE HIGHWAY ADMINISTRATION		LOCATION - RANGE <u>36</u>	SECTION(S) <u>9</u>
c) DIVISION/UNIT PROJECT DEVELOPMENT DIVISION		NO. OF CU. FT. <u>#61</u>	
d) MAILING ADDRESS 707 N. Calvert Street Room #310 Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1235	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 - 2	Correspondence and files on US 29 Interchange at BrokenLand Pkwy.	Schedule #944
3	Cross Section Cards (X Section Cards) on MD 28, MD 5, MD 32, MD 32A.	Item #1
4	Cross Section Cards, (X Section Cards) on MD 2 (84-13, BATS E-1).	Retain for 5 Years then return to agency.
5	Cross Section Cards, (X Section Cards) on BATCS A, I-495 to VA 193, US 29 Alignments.	
6	Cross Section Cards, (X Section Cards) on MD 2, US 29 (Rajan) (83-07)	
7	Cross Section Cards (X Section Cards) on MD 43, MD 543, MD 97, MD 32 (PHoto)	
8.	Cross Section Cards (X Section Cards) on MD 214, (84-12A) MD 45 (Cape)	
9	Files, correspondence traffic, value engr, agreement, public hearing invoices, environ, on I-195 (1973-1986)	
10	Environmental, Trans, news clips, reports, public agreement, etc. files I-195 (1975-86)	
11	Environ, corres., traffic, public, reports, files on I-95/MD 210 (1971-1986)	

Jan. 1994
** 4 Partial - 4/94*
Boxes 1-15
Disposal
10/13/94
[Signature]

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- Box 12 Invoices, Trans, news clips on Maryland I-95/MD 210
(1973-1986)
- Box 13 Trans., invoices, public, environmental, agreements,
correspondence, news clips on Maryland 26 (1974-86)
- Box 14 Traffic, environmental, newsclips, public, corres.,
agreemtns on Maryland 170 (1975-1984)
- Box 15 Files, reports, correspondence on Maryland 108 (US 29
to MD 104) 1973-1979.
~~Invoices, and reports on Maryland 170 (1975-1979)~~
- Box 16 Files, environmental, public, agreements, corres,
news clips, invoices, etc. Maryland 108 (US 29 to
MD 104) (1972-1982)

R-36

S-9

One (1) Empty

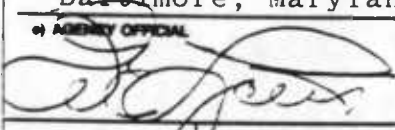
S-9

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 706-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 2903.0 / 2603.01		ACCESSION NO. 90W159	DATE REC'D 8-28-89
b) AGENCY State Highway Administration		LOCATION - RANGE 6	SECTION(S) 16
c) DIVISION/UNIT Project Development Division		NO. OF CU. FT. 7	
d) MAILING ADDRESS 707 North Calvert Street Room #506 Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL 		PHONE NO. 333-1235	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D/)	
#1 <i>Sue RASAN</i>	MD 213- Bohemia River Road, in-house, public meeting, public hearing, transcript, brochures mailing list, bridge log, misc. MD 363- Deal Island Bridge, in-house, causeway analysis, public comments, transcript brochures Environmental, misc. MD 97 Georgia Ave- correspondence, brochures, Environmental, transcript, correspondence	Schedule #944 Item #1 1/95 Retain for 5 y then return to agency.	
#2	US 48, National Freeway- correspondence & lists mailing lists, project planning summary report progress report, R/W information, consultant correspondence, misc, public correspondence, in-house correspondence, file RM sheets, public notices, inter-agency correspondence, environmental.	<i>Disposal</i> 10/13/94	
#3 <i>Karl T.H.</i>	US 48, National Freeway- mailing list & corres. Rice Road Interchange, engineering review, transmittals, Mylar Originals, bid pkgs, computer info. Alignments & X Sections, plan booklets, Agency correspondence, consultant correspondence, General correspondence, inter-departmental		
#4	US 48, National Freeway-mailing list & corres. invoices, public hearing comments, joint development study, coordination, meetings.		
#5	time cards 1/88 to 12/88 yellow copy <i>Administrative</i>		

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#6

time cards 1/88 to 12/88 yellow copy

#7

mileage report note books - 1/88 to 12/88

DEPARTMENT OF GENERAL SERVICE
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

PARTIAL

CERTIFICATE OF RECORDS DISPOSAL

26.03.01

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- PROJECT PLANNING
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
89W214	FINAL DRAFTS, HEARINGS	944	1		8	7/94	RECYCLED
91W24	PROJECTS FILES	944	1	1984-88	13		
89W303	COST ESTIMATES, PROJECTS	944	1	1972-87	12		
87W722	PROJECT FILES	944	1		2		
85W532	ESTIMATE BOOKS, PROJECTS	944	1	1983	11		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>SHA</i>		ACCESSION NO. <i>89W214</i>	DATE REC'D
B. DIVISION/UNIT <i>Project Planning</i>			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) <i>22 4</i>	NO. OF CU. FT. <i>8</i>
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<i>Bx's # - 14, 17, 18, 19, 20, 21, 23, 24</i>	<i># 944 # 1 Disposal 10/13/94 SP</i>
<i>14.</i>	<i>Final Drafts - Public Hearings</i>	
<i>17+18.</i>	<i>FEIS + DEIS - MDS</i>	
<i>19.</i>	<i>DEIS - MD # 5</i>	
<i>20+2</i>	<i>FEIS</i>	
<i>23</i>	<i>FEIS - MD 100</i>	
<i>24</i>	<i>Environmental Issues</i>	

Still Here - 2 Bxs

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>SHA</i>		ACCESSION NO. <i>91W24</i>	DATE REC'D
B. DIVISION/UNIT <i>Project Planning</i>			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) <i>54 21</i>	NO. OF CU. FT. <i>13</i>
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<i>Bxs 2 - #[*] 2, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, (misc)</i>	<i>#944 #1 Disposed 10/13/94 JPS</i>
<i>Bxs 4 - 5</i>	<i>- Projects - 1984-88</i>	
<i>6 - 7</i>	<i>- Environmental Assessment</i>	
<i>8 - 16</i>	<i>- Project Files</i>	

Left - 3

** Partial*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>SHA</i>		ACCESSION NO. <i>89W303</i>	DATE REC'D
B. DIVISION/UNIT <i>Project Planning</i>			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) <i>17 21-22</i>	NO. OF CU. FT. <i>12</i>
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<i>Bks # 33-(missing), 34, 35, 36, 37, 38, 39, 40, 41, 42, 46, 48</i>	<i>#944 #1 Disposal 10/13/94 gps</i>
<i>33</i>	<i>- Appalachia Cost Estimate-1972-87</i>	
<i>34-39</i>	<i>- Interstate Cost Estimate</i>	
<i>40</i>	<i>Project Files</i>	
<i>41</i>	<i>Correspondence Files</i>	
<i>42</i>	<i>Project Files</i>	
<i>46, 48</i>	<i>Intercounty Connector</i>	

Bks-left- 35

Box 31 + 32

47
 $\frac{12}{35}$

* Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. SHA		ACCESSION NO. 87W722	DATE REC'D
B. DIVISION/UNIT Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 14 32	NO. OF CU. FT. 2
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
8.	Bx # 6 6+8 Correspondence, Engineering Design Notes on Ritchie Pkwy	#944 #1 <u>Disposal</u> 10/13/94 SPS
6.	Correspondence, Agreement Ritchie Pkwy Missing	

** Partial*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>SHA</i>		ACCESSION NO. <i>85 W532</i>	DATE REC'D
B. DIVISION/UNIT <i>Project Planning</i>			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) <i>26 32-33</i>	NO. OF CU. FT. <i>11</i>
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>* 6, 7, 8, 9, 16, 17, 18, 20, 23, 24, 27</i>	<i>Bks # 6, 7, 8, 9, 16, 17, 18, 20, 23, 24, 27</i>	<i>Disposed 10/13/94 Gps</i>
<i>6.</i>	<i>1983 Interstate Cost Estimate Books</i>	
<i>7</i>	<i>1983 " " " Work Maps</i>	
<i>8.</i>	<i>ICE Back-up# - 895, 295, 297</i>	
<i>9.</i>	<i>Special Studies</i>	
<i>16+17+18</i>	<i>ICE Back-up</i>	
<i>20</i>	<i>ICE Back-up</i>	
<i>23+24</i>	<i>Corresp. + Projects</i>	
<i>27.</i>	<i>E.I.S.'s + Brochures</i>	

-Bxs Left - 3

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

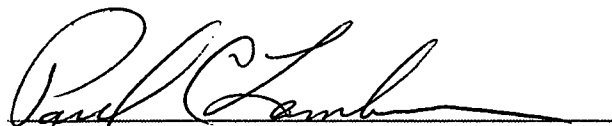
CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W420	MANUAL LIST	884	4	3/88-1/89	1	7/94	RECYCLED
84W528	VOUCHERS	858	28	FY 84	4		
88W276	TIME CARDS	731	20	1987	18		
86W429	JOURNAL ENTRIES	868	13	FY 84	1		
92W1410	EQUIPMENT-VEHICLE USAGE REPTS	1022	12	1991	12		
89W536	PAYROLL JOURNALS & CHECK REG	731	11	1986-87	1		
88W1120	TIME CARDS	731	20	1987-88	24		
84W766	MANUALS	858	28	11/83-1/84	1		
85W569	JOURNAL ENTRIES	858	13	FY 84	1		


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 92W420		DATE RECEIVED 10-23-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 34 SECTIONS 8		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ | MANUPL LIST 03/88 TO 01/89

894-4

7/94

Disposal
7/29/94
JPS

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

84W528

3-16-84 ✓

From: (Name, Division, Address or Agency)

Signature

STATE HIGHWAY ADMINISTRATION
707 N. Calvert St.

Title

Building and Room

J. Phone

4. To: State Records Center

200

659-1442

Waterloo

Signature: (Agency Official)

6. No. of Cu.Ft.

William R. Bartlett

4 Boxes

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
	1	Office of Sec. Vouchers FY 84 140000-140493-	858-28 07-94
R-140	2	Asst. Sec. Vouchers 232115-236265 ✓	"
	3	Office of Asst. Sec. Vouchers 231716-231954 ✓	"
S-31	4	Railroad Vouchers 330264-330609 ✓ <i>etc</i>	"
R-153			
S-6			

CF
2-30-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W276	DATE RECEIVED 10-15-87
b. AGENCY State Highway Administration		9 RANGE LOCATION SECTIONS 11	NO. OF CU. PT. 18
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>William R. Bunkette</i>		PHONE NO. 333-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	Time Cards Pay 8 RC 10-62 3/25/87 to 4/7/87	731-20	07-94
2	Time Cards Pay 8 RC 63-73 3/25/87 to 4/7/87	731-20	07-94
3	Time Cards Pay 8 RC 74-84 3/25/87 to 4/7/87	731-20	07-94
4	Time Cards Pay 8 RC 85-90.5 3/25/87 to 4/7/87	731-20	07-94
5	Time Cards Pay 8 RC 90.51-94 3/25/87 to 4/7/87	731-20	07-94
6	Time Cards Pay 8 RC 95-61.8 3/25/87 to 4/7/87	731-20	07-94
7	Time Cards Pay 9 RC 10-62 4/8/87 to 4/21/87	731-20	07-94
8	Time Cards Pay 9 RC 63-73 4/8/87 to 4/21/87	731-20	07-94
9	Time Cards Pay 9 RC 74-84 4/8/87 to 4/21/87	731-20	07-94
10	Time Cards Pay 9 RC 85-90.5 4/8/87 to 4/21/87	731-20	07-94
11	Time Cards Pay 9 RC 90.51-94 4/8/87 to 4/21/87	731-20	07-94
12	Time Cards Pay 9 RC 95-61.8 4/8/87 to 4/21/87	731-20	07-94
13	Time Cards Pay 10 RC 10-62 4/22/87 TO 5/5/87	731-20	07-94
14	Time Cards Pay 10 RC 63-73 4/22/87 TO 5/5/87	731-20	07-94
15	Time Cards Pay 10 RC 74-84 4/22/87 TO 5/5/87	731-20	07-94
16	Time Cards Pay 10 RC 85-90.5 4/22/87 TO 5/5/87	731-20	07-94
17	Time Cards Pay 10 RC 90.51-94 4/22/87 TO 5/5/87	731-20	07-94
18	Time Cards Pay 10 RC 95-61.8 4/22/87 TO 5/5/87	731-20	07-94

*Disposed
7/27/94*

RR

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 276 JESSUP, MD 20794 (TELEPHONE - 709-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. DATE: 29.02.01 26.03.05	ACCESSION NUMBER 86W429	DATE: 2-14-86
B. AGENCY: State Highway Administration	LOCATION: 9 SECTION: 35	RECORDS CENTER: 1
C. OFFICE: Office of Finance & Program Mgt.	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
D. MAILING ADDRESS: 707 N. Calvert Street Baltimore, Maryland 21202		
E. AGENCY OFFICIAL: <i>William R. Burdette</i> William R. Burdette 659-1442		

1. ID NUMBER	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	3. DISPOSAL AUTHORITY SCHEDULE ITEM NO. DISPOSAL DATE
1 ✓	DOT, TSO, OAS, SRA, TRS, DSR Journal Entries 1/84 - 6/84	868-13 7-94 <i>Disposed</i> <i>7/27/94</i> <i>MA</i>

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration	ACCESSION NO. <i>92W1410</i>		DATE RECEIVED <i>6-2-92</i>
	DIVISION / UNIT Office of Finance and Program Management		RM CODE <i>26.03.05</i>
MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE <i>103</i>	LOCATION SECTIONS <i>31</i>	NO. OF CU. FT. 12
PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER		
AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
	EQUIPMENT USAGE REPORTS JAN 91	1022-15	7/94
	EQUIPMENT USAGE REPORTS FEB 91	1022-15	7/94
	EQUIPMENT USAGE REPORTS MARCH 91	1022-15	7/94
	EQUIPMENT USAGE REPORTS APRIL 91	1022-15	7/94
	EQUIPMENT USAGE REPORTS MAY 91	1022-15	7/94
	EQUIPMENT USAGE REPORTS JUNE 91	1022-15	7/94
	VEHICLE USAGE REPORTS JAN 91	1022-12	7/94
	VEHICLE USAGE REPORTS FEB 91	1022-12	7/94
	VEHICLE USAGE REPORTS MARCH 91	1022-12	7/94
	VEHICLE USAGE REPORTS APRIL 91	1022-12	7/94
	VEHICLE USAGE REPORTS MAY 91	1022-12	7/94
	VEHICLE USAGE REPORTS JUNE 91	1022-12	7/94

Disposal
7/20/94
SPS

TRAFFIC

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W536	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 35	LOCATION SECTIONS 1
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>Basnyz</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ PAYROLL JOURNALS & CHECK REG. 11/05/86 TO 01/13/87

731-11

07/94

Disposal
7/29/94
SPY

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1120		DATE RECEIVED 4-15-88
b. AGENCY State Highway Administration		LOCATION 34		NO. OF CU. FT. 24
c. DIVISION UNIT Office of Finance & Program Management		RANGES RECTIONS 15		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICIAL <i>J. Parry</i>		PHONE NO. 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	TIME CARDS PAY 1 RC 10-62 12/16/87 TO 12/29/87	731-20	07/94
2	TIME CARDS PAY 1 RC 63-74.3 12/16/87 TO 12/29/87	731-20	07/94
3	TIME CARDS PAY 1 RC 81-84 12/16/87 TO 12/29/87	731-20	07/94
4	TIME CARDS PAY 1 RC 85-90.5 12/16/87 TO 12/29/87	731-20	07/94
5	TIME CARDS PAY 1 RC 90.6-93.3 12/16/87 TO 12/29/87	731-20	07/94
6	TIME CARDS PAY 1 RC 93.4-97.9 12/16/87 TO 12/29/87	731-20	07/94
7	TIME CARDS PAY 2 RC 10-62 12/30/87 TO 01/12/88	731-20	07/94
8	TIME CARDS PAY 2 RC 63-74.3 12/30/87 TO 01/12/88	731-20	07/94
9	TIME CARDS PAY 2 RC 81-84 12/30/87 TO 01/12/88	731-20	07/94
10	TIME CARDS PAY 2 RC 85-90.5 12/30/87 TO 01/12/88	731-20	07/94
11	TIME CARDS PAY 2 RC 90.6-93.3 12/30/87 TO 01/12/88	731-20	07/94
12	TIME CARDS PAY 2 RC 93.4-97.9 12/30/87 TO 01/12/88	731-20	07/94
13	TIME CARDS PAY 3 RC 10-62 01/13/88 TO 01/26/88	731-20	07/94
14	TIME CARDS PAY 3 RC 63-74.3 01/13/88 TO 01/26/88	731-20	07/94
15	TIME CARDS PAY 3 RC 81-84 01/13/88 TO 01/26/88	731-20	07/94
16	TIME CARDS PAY 3 RC 85-90.5 01/13/88 TO 01/26/88	731-20	07/94
17	TIME CARDS PAY 3 RC 90.6-93.3 01/13/88 TO 01/26/88	731-20	07/94
18	TIME CARDS PAY 3 RC 93.4-97.9 01/13/88 TO 01/26/88	731-20	07/94
19	TIME CARDS PAY 4 RC 10-62 01/27/88 TO 02/09/88	731-20	07/94
20	TIME CARDS PAY 4 RC 63-74.3 01/27/88 TO 02/09/88	731-20	07/94
21	TIME CARDS PAY 4 RC 81-84 01/27/88 TO 02/09/88	731-20	07/94
22	TIME CARDS PAY 4 RC 85-90.5 01/27/88 TO 02/09/88	731-20	07/94
23	TIME CARDS PAY 4 RC 90.6-93.3 01/27/88 TO 02/09/88	731-20	07/94
24	TIME CARDS PAY 4 RC 93.4-97.9 01/27/88 TO 02/09/88	731-20	07/94

Disposal
7/29/94

R-34

S-15

20 Empties

E

RECORDS TRANSMITTAL
AND RECEIPT

Complete at State Records Center

Accession No. 84W766	Date Received 6-4-84 ✓
--------------------------------	----------------------------------

From: (Name, Division, Address or Agency)
State Highway Administration
707 N. Calvert Street

Signature

Title

Building and Room 200	3. Phone 659-1442
------------------------------	--------------------------

4. To: State Records Center

Waterlou

Signature: (Agency Official)
William R. Burdette

6. No. of Cu.Pt.

1

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-37 S-12	1.	Manuals Nov. 83 - Jan. 84	858-28 07-94 <i>Disposal</i> <i>8/11/94</i> <i>JPS</i>

E

JS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1 2902 26.03.05		ACCESSION NO. 85W569	DATE REC'D 3-18-85
b) AGENCY State Highway Administration		LOCATION RANGE 28154	SECTION(S) 32 23
c) DIVISION / UNIT OFFM		NO OF CU FT 1	
d) MAILING ADDRESS 707 N. Calvert St., Balto., MD 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>William R. Bartlett</i>		PHONE NO.	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2 BOX NUMBERS	3 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4 DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)
1.	F List, Journal Entries and Backup Documentation July 1983 to June 1984	858-13 7-94

CS
8-13-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
88W126	TIME CARDS	731	20	1987	18	7/94	RECYCLED
88W268	TIME CARDS	731	20	1987	12		
89W1169	OPERATING STOCK STATUS	1005	1,2,6,7	1989	9		
89W1293	OPERATING STATUS	1005	1,2,6,7	1989	9		
88W1347	TIME CARDS	731	20	1988	18		
89W351	CPB JOURNALS	731	11	FY 87	4		
90W154	REPORTS	1005	5-7	1989	5		
89W264	TIME CARDS	731	20	1988	18		
89W689	AGENCY INTERFACE,VOUCHER	884	2,3	1989	5		


Signature
Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 708-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01		ADMISSION NO. 88W126		DATE REC'D 8-20-87
b) AGENCY State Highway Administration		LOCATION - RANGE 26.03.05 120		SECTION/NO. OF CU. FT. 21 18
c) DIVISION/UNIT Office of Finance & Program Management		d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette
f) PHONE NO. 659-1442		g) RECORDS CENTER MANAGER		
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER				

A. BOX NUMBERS	B. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	C. DISPOSITION AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 2 12-31-86 to 1-13-87	10-62 731-20 7-94
2	" " " " " " " " " " " "	63-73 " "
3	" " " " " " " " " " " "	74-84 " "
4	" " " " " " " " " " " "	85-90.4 " "
5	" " " " " " " " " " " "	90.5-94 " "
6	" " " " " " " " " " " "	95-61.8 " "
7	Time Cards Pay 3 1-14-87 to 1-27-87	10-62 " "
8	" " " " " " " " " " " "	63-73 " "
9	" " " " " " " " " " " "	74-84 " "
10	" " " " " " " " " " " "	85-90.4 " "
11	" " " " " " " " " " " "	90.5-94 " "
12	" " " " " " " " " " " "	95-61.8 " "
13	" " Pay 4 1-28-87 to 2-10-87	10-62 " "
14	" " " " " " " " " " " "	63-73 " "
15	" " " " " " " " " " " "	74-84 " "
16	" " " " " " " " " " " "	85-90.4 " "
17	" " " " " " " " " " " "	90.5-94 " "
18	" " " " " " " " " " " "	95-61.8 " "

Disposal
8/15/94
MPS

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W268		DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration		LOCATION 36		NO. OF CU. FT. 12
c. DIVISION UNIT Office of Finance & Program Management		SECTIONS 9-10		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICIAL PHONE NO. 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 10-62	731-20	07-92
2	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 63-73	731-20	07-92
3	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 74-84	731-20	07-92
4	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 85-90.5	731-20	07-92
5	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 90.51-94	731-20	07-92
6	Time Cards Pay #6 2/25/87 to 3/10/87 R.C. 95-61.8	731-20	07-92
7	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 10-62	731-20	07-92
8	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 63-73	731-20	07-92
9	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 74-84	731-20	07-92
10	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 85-90.5	731-20	07-92
11	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 90.51-94	731-20	07-92
12	Time Cards Pay #7 3/11/87 to 3/24/87 R.C. 95-61.8	731-20	07-92

Disposal
8/8/94
YPS

7/94

88W268

R-96

S-9-10

12 Boxes

12 Empty spaces

- R-36

S-10

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1169		DATE RECEIVED 5-19-89	
b. AGENCY State Highway Administration		RANGE 36		LOCATION SECTIONS 4	
c. DIVISION UNIT Office of Finance & Program Management		NO. OF CO. FT. 9		1	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER			
e. AGENCY OFFICIAL 333-1447		PHONE NO.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓	D.M. OPERATING STOCK STATUS ALL DIST 2/1/89	1005-7	7-94
2 ✓	TRANSACTION REPORTS 2/1/89	1005-2	7-94
3 ✓	OPERATING STOCK STATUS 2/1/89 TO 3/1/89 10.01-10.86 & TRAFFIC 10.94 - 10.95	1005-6	7-94
4 ✓	D.M. OPERATING ALL DIST 3/1/89	1005-7	7-94
5 ✓	OPERATING STOCK STATUS DIST 1, 2, & 3 3/1/89	1005-6	7-94
6 ✓	OPERATING STOCK STATUS DIST 4, 5, 6, & 7 3/1/89	1005-6	7-94
7 ✓	WITHDRAWALS ACCEPTED 3/7/89	1005-2	7-94
8 ✓	DAILY GAS TICKETS DIST 1 & 2 1988 TO 2/89	1005-1	7-94
9 ✓	GAS TICKETS 10.55 1986 TO 1989	1005-1	7-94

Disposal
8/8/94
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 89W1293		DATE RECEIVED 6-28-89
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 36	LOCATION SECTIONS 26	NO. OF CR. FT. 9
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	WITHDRAWALS ERRORS 03/89	1005-2	7/94
2	D.M. STOCK STATUS ALL DIST 04/01/89	1005-7	7/94
3	OPERATING STOCK STATUS DIST 1, 2, 3, 04/01/89	1005-6	7/94
4	DAILY GAS TICKETS DIST 3 & 4 1988 TO 03/89	1005-1	7/94
5	OPERATING STOCK STATUS DIST 4, 5, 6, 04/01/89	1005-6	7/94
6	OPERATING STOCK STATUS DIST 5, TRAFFIC 04/01/89	1005-6	7/94
7	WITHDRAWALS ACCEPTED FEB, MARCH 1988	1005-2	7/94
8	TRANSACTION REPORTS ALL DIST 04/01/89	1005-6	7/94
9	NON CORRECTED ERROR SUSPENSE LIST 03/01/89 TO 05/13/89	1005-6	7/94

Disposal
8/8/94
JPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1347	DATE RECEIVED 6-14-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 124	LOCATION SECTIONS 30
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 18	
e. AGENCY OFFICIAL <i>Jesse J. Morgan</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	TIME CARDS PAY 05 RC 10-62 02-10-88 TO 02-23-88	731-20	7-94
2	TIME CARDS PAY 05 RC 63-74.3 02-10-88 TO 02-23-88	731-20	7-94
3	TIME CARDS PAY 05 RC 81-84 02-10-88 TO 02-23-88	731-20	7-94
4	TIME CARDS PAY 05 RC 85-90.5 02-10-88 TO 02-23-88	731-20	7-94
5	TIME CARDS PAY 05 RC 90.6 TO 93.3 02-10-88 TO 02-23-88	731-20	7-94
6	TIME CARDS PAY 05 RC 93.4 TO 97.9 02-10-88 TO 02-23-88	731-20	7-94
7	TIME CARDS PAY 06 RC 10 -62 02-24-88 TO 03-08-88	731-20	7-94
8	TIME CARDS PAY 06 RC 63 - 74.3 02-24-88 TO 03-08-88	731-20	7-94
9	TIME CARDS PAY 06 RC 81 - 84 02-24-88 TO 03-08-88	731-20	7-94
10	TIME CARDS PAY 06 RC 85 - 90.5 02-24-88 TO 03-08-88	731-20	7-94
11	TIME CARDS PAY 06 RC 90.6 - 93.3 02-24-88 TO 03-08-88	731-20	7-94
12	TIME CARDS PAY 06 RC 93.4 - 97.9 02-24-88 TO 03-08-88	731-20	7-94
13	TIME CARDS PAY 07 RC 10 - 62 02-24-88 TO 03-08-88	731-20	7-94
14	TIME CARDS PAY 07 RC 63 - 74.3 02-24-88 TO 03-08-88	731-20	7-94
15	TIME CARDS PAY 07 RC 81 - 84 02-24-88 TO 03-08-88	731-20	7-94
16	TIME CARDS PAY 07 RC 85 - 90.5 02-24-88 TO 03-08-88	731-20	7-94
17	TIME CARDS PAY 07 RC 90.6 - 93.3 02-24-88 TO 03-08-88	731-20	7-94
18	TIME CARDS PAY 07 RC 93.4 - 97.9 02-24-88 TO 03-08-88	731-20	7-94

Disposal
8/15/94
JPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W351	DATE RECEIVED 10-6-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 14	LOCATION SECTIONS 35
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	C.P.B. Journals 01/27/87 to 02/24/87	731-11	07/94
2	C.P.B. Journals 03/10/87 to 04/07/87	731-11	07/94
3	C.P.B. Journals 04/21/87 to 05/19/87	731-11	07/94
4	C.P.B. Journals 06/02/87 to 06/30/87	731-11	07/94

Disposal
8/18/94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

SECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY State Highway Administration		ACCESSION NO. 90W154	DATE RECEIVED 8-25-89
3. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 15	LOCATION SECTIONS 15
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NR. OF CU. FT. 5	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER <i>[Signature]</i>	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	DISTRICT MANAGER REPORTS ALL SHOPS 5/1/89	1005-6	7/94
2	D.M. STOCK STATUS 6/2/89	1005-7	7/94
3	D.M. STOCK STATUS 6/2/89	1005-7	7/94
4	NON CORRECTED ERROR SUSPENSE LIST 5/89 TO 6/89	1005-5	7/94
5	OPERATING STOCK STATUS 10.01 - 10.25 6/2/89	1005-6	7/94

Disposal
8/22/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W264	DATE RECEIVED 9-8-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 17	LOCATION SECTIONS 25
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 18	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 10 - 62	731-20	7-94
2	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 63 - 74.3	731-20	7-94
3	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 81 - 84	731-20	7-94
4	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 85 - 90.5	731-20	7-94
5	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 90.6 - 93.3	731-20	7-94
6	TIME CARDS PAY 12 5-18-88 TO 5-31-88 RC 93.4 - 97.9	731-20	7-94
7	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 10 - 62	731-20	7-94
8	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 63 - 74.3	731-20	7-94
9	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 81 - 84	731-20	7-94
10	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 85 - 90.5	731-20	7-94
11	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 90.6 - 93.3	731-20	7-94
12	TIME CARDS PAY 13 6-1-88 TO 6-14-88 RC 93.4 - 97.9	731-20	7-94
13	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 10 - 62	731-20	7-94
14	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 63 - 74.3	731-20	7-94
15	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 81 - 84	731-20	7-94
16	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 85 - 90.4	731-20	7-94
17	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 90.6 - 93.3	731-20	7-94
18	TIME CARDS PAY 14 6-15-88 TO 6-28-88 RC 93.4 - 97.9	731-20	7-94

Disposal
8/15/94
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W689	DATE RECEIVED 1-10-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 36	LOCATION SECTIONS 11
d. MAILING ADDRESS 707 W. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 5	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	AGENCY INTERFACE 89-0088 TO 89-0111	884-2	07/94
2	AGENCY INTERFACE 89-0112 TO 89-0130	884-2	07/94
3	AGENCY INTERFACE 89-0133 TO 89-0149	884-2	07/94
4	VOUCHER REGISTER 1-090288 TO 5-1028884	884-3	07/94
5	VOUCHER INTERFACE 89-0020 TO 89-0028	884-3	07/94

Disposal
8/8/94
JPS

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
88W367	TIME CARDS	731	20	1987	12	7/94	RECYCLED
88W368	TIME CARDS	731	20	1987	12		
88W470	PAYROLL JOURNALS	731	11	1987	5		
91W522	CASH RECEIPTS BACK-UP	799	2,6,8	1990	6		
92W1409	ODOMETER READING	1022	12	10/90-2/91	1		
91W1098	MASTER FILE, BALANCE	907	1,5	1988-89	14		
88W153	JOURNALS & CHECK REG	731	11	1987	1		
88W266	TIME CARDS	731	21	1987	6		


SIGNATURE

RECORDS CENTER MANAGER
Title

07/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W367	DATE RECEIVED 11-10-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 38	LOCATION SECTIONS 33
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 12	
e. AGENCY OFFICIAL <i>William A. Burdette</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	Time Cards Pay# 11 R.C. 10-62 4/22/87 to 5/5/87	731-20	07/94
2	Time Cards Pay# 11 R.C. 63-73 4/22/87 to 5/5/87	731-20	07/94
3	Time Cards Pay# 11 R.C. 74-84 4/22/87 to 5/5/87	731-20	07/94
4	Time Cards Pay# 11 R.C. 85-90.5 4/22/87 to 5/5/87	731-20	07/94
5	Time Cards Pay# 11 R.C. 90.51-94 4/22/87 to 5/5/87	731-20	07/94
6	Time Cards Pay# 11 R.C. 95-61.8 4/22/87 to 5/5/87	731-20	07/94
7	Time Cards Pay# 12 R.C. 10-62 5/6/87 to 5/19/87	731-20	07/94
8	Time Cards Pay# 12 R.C. 63-73 5/6/87 to 5/19/87	731-20	07/94
9	Time Cards Pay# 12 R.C. 74-84 5/6/87 to 5/19/87	731-20	07/94
10	Time Cards Pay# 12 R.C. 85-90.5 5/6/87 to 5/19/87	731-20	07/94
11	Time Cards Pay# 12 R.C. 90.51-94 5/6/87 to 5/19/87	731-20	07/94
12	Time Cards Pay# 12 R.C. 95-61.8 5/6/87 to 5/19/87	731-20	07/94

Disposal

8/15/94

JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W368	DATE RECEIVED 11-10-87
b. AGENCY State Highway Administration		RANGE 36	LOCATION SECTIONS 10
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>Kelli R. Burdette</i>		PHONE NO. 333-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 10-62	731-20 07-94
2	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 63-73	731-20 07-94
3	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 74-84	731-20 07-94
4	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 85-90.5	731-20 07-94
5	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 90.51-94	731-20 07-94
6	TIME CARDS PAY 13 6/3/87 TO 6/16/87 R.C. 95-61.8	731-20 07-94
7	TIME CARDS PAY 14 6/17/87 TO 6/30/87 R.C. 10.62	731-20 07-94
8	TIME CARDS PAY 14 6/17/87 TO 6/30/87 R.C. 63-73	731-20 07-94
9	TIME CARDS PAY 14 6/17/87 TO 6/30/87 R.C. 74-84	731-20 07-94
10	TIME CARDS PAY 14 6/17/87 TO 6/30/87 R.C. 85-90.5	731-20 07-94
11	TIME CARDS PAY 14 6/17/87 TO 6/30/87 R.C. 90.51-94	731-20 07-94
12	95-61.8	731-20 07-94

Disposal
8/8/94
JPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W470	DATE RECEIVED 12-11-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 36	LOCATION SECTIONS 29
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 5	
e. AGENCY OFFICIAL <i>William Bennett</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	PAYROLL JOURNALS PAY 12 5/20/87 TO PAY 13 6/16/87	731-11	07/94
2 ✓	PAYROLL JOURNALS PAY 10 4/22/87 TO PAY 11 5/19/87	731-11	07/94
3 ✓	GROSS DEDUCTION JOURNALS PAY 7 3/11/87 TO PAY 8 3/10/87 4-7-87	731-11	07/94
4 ✓	GROSS DEDUCTION JOURNALS PAY 5 2/11/87 TO PAY 6 3/10/87	731-11	07/94
5 ✓	GROSS DEDUCTION JOURNALS PAY 3 1/14/87 TO PAY 4 2/10/87	731-11	07/94

Disposal
8/8/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W522		DATE RECEIVED 11-21-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 108 SECTIONS 32		NO. OF CU. FT. 6	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	CERTIFICATE OF DEPOSITS 7/89 - 6/90	799-2	7/93
2	GOOD FUNDS - CHARGE BACKS 1/7 6/90	799-2	7/93
3	PETTY CASH REIMBURSEMENT & CASH BOX BACK-UP 7/89 - 6/90	799-6	7/93
4	CASH RECEIPTS BACK-UP FOR MONTH OF JUNE 1990 TO FILE 1990 1/90 - 2/90	799-2	7/93
5	BANK STATEMENTS & RECONSTITUTION WORKING FUND 6/89 - 6/90	799-6	7/93
6	SHORT TERM ADVANCES - PAID 7/89 - 6/90	799-8	7/93

7/94

*Partial
Boxes - 1-3, 5+6
10/93

CS
8-13-94

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

ACTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 9261409	DATE RECEIVED 6-2-92
. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 103	LOCATION SECTIONS 31
. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

ENDING ODOMETER READING BY UNIT OCT 90 - FEB 91

1. Ending Odometer Reading By Unit
 10/90 - 2/91

~~1022-12~~ 7/94

1022-12
 7/94

Disposal
 7/20/94
 JPS

TRAFFIC

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W1098</i>	DATE RECEIVED <i>4-9-91</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>105</i>	LOCATION SECTIONS <i>2-3</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 14	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	MASTER FILE 3/88 1ST PART INC TO 6/88 1ST PART AFTER BILL	907-5	7/94
2	MASTER FILE 6/88 #2 TO 9/88 COMP	907-5	7/94
3	MASTER FILE 10/88 PART #1 TO 12/88 PART 1 BEFORE BILL	907-5	7/94
4	MASTER FILE 1/89 1ST PART INC TO 3/89 2ND PART COMP	907-5	7/94
5	STATE TRIAL BALANCE 5/88 #1 TO 7/88 COMP	907-5	7/94
6	STATE TRIAL BALANCE 8/88 #1 TO 9/88 COMP	907-5	7/94
7	STATE TRIAL BALANCE 10/88 TO 12/88 COMP	907-5	7/94
8	STATE TRIAL BALANCE 1/89 1ST PART INC. TO 2/89 2ND PART COMP	907-5	7/94
9	FEDERAL TRIAL BALANCE 6/88 INC TO 1/89 COMP	907-5	7/94
10	COMPUTER CHARGES 7/87 TO 5/88	907-5	7/94
11	COMPUTER CHARGES 6/88 TO 3/89	907-5	7/94
12	CLOSED PROJECT FOLDERS 1/88 TO 6/88-FROM A TO E	907-1	7/94
13	CLOSED PROJECT FOLDERS 1/88 TO 6/88-FROM F THROUGH Wo	907-1	7/94
14	CLOSED PROJECT FOLDERS 1/88 TO 6/88-BALTIMORE CITY	907-1	7/94

Disposal
7/21/94
JPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 766-1279)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ADDITION NO. 88W153	DATE REC'D 8-28-87
2. AGENCY State Highway Administration				LOCATION - RANGE 103	NO. OF CU. FT. 1
3. DIVISION/UNIT Office of Finance & Program Management				SECTIONS 34	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	Payroll Journals & Check Register 3-11-87 to 5-19-87	731-11	7-94		
		<i>Disposal</i> <i>7/20/94</i> <i>JMS</i>			

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W266	DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 33	LOCATION SECTIONS 12
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. PT. 6	
e. AGENCY OFFICIAL <i>William R. Bunde</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 10-62
- 2 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 63-73
- 3 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 74-84
- 4 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 85-90.5
- 5 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 90.52 - 94.0
- 6 Time Cards 2/11/87 to 2/24/87 Pay 5 R.C. 95.0 - 61.8

731-21	07-92	7/94
731-21	07-92	
731-21	07-92	
731-21	07-92	
731-21	07-92	
731-21	07-92	

Disposal
7/26/94
[Signature]

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
89W1055	OPERATING STOCK	1005	4-7	1989	6	7/94	RECYCLED
87W492	JENSEN BILLING	897	4	1985-86	2		
89W1198	VOUCHERS	884	1		11		
92W436	STARS RPTS	858	27,39	1990-91	5		
91W279	GAS TICKETS, PURCHASE ORDERS	1005	1,4	1989	3		
92W437	FEDERAL BILLING	858	14	1991	2		
92W438	FEDERAL AID BILLING	858	14	FY 91	1		
90W23	VOUCHERS	884	1		22		
88W1195	PAYROLL JOURNAL, CHECK REG	731	11	1987-88	1		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275 JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 28.03.05		ACCESSION NO. 89W1055	DATE RECEIVED 4-13-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 32	LOCATION SECTIONS 5
d. MAILING ADDRESS 707 W. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 6	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	D.M. OPERATING STOCK STATUS 1/89	1005-7	7/94
2	TRANSACTION REPORT 1/89	1005-6	7/94
3	WITHDRAWL ERRORS 1/89	1005-2	7/94
4	RECEIVING DOC. ERROR LIST 12/8/88 TO 2/89	1005-5	7/94
5	NON CORRECTED/SUSPENSE LIST 1/89 TO 2/89	1005-6	7/94
6	PURCHASE ORDER ERROR LIST 12/8/88	1005-4	7/94

Disposal
7/22/94
[Signature]

R-32
S-5

2 Empties
S-5

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 205, JESSUP, MD. 20794 (TELEPHONE - 703-1878)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		2. AGENCY NO. 87W492		3. DATE REC'D 12-10-86	
4. AGENCY State Highway Administration				5. LOCATION - RANGE 6		6. SECTION 7	
7. DIVISION Office of Finance & Program Mgmt.				8. NO. OF VOL. PT. 2			
9. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				10. RECORDS CENTER OFFICER			
11. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette				12. PHONE NO. 659-1442			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER							

1. BOX NUMBER	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	3. DISPOSAL AUTHORITY (NATIONAL ITEM NO., DISPOSAL DATE)
1	Jensen Billing Oct. 85 to Jan. 86	897 879A-4 7-93
2	Jensen Billing Feb. 86 to May 86	" "
		<i>Disposal</i> <i>7/18/94</i> <i>gpg</i>

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1198	DATE RECEIVED 5-25-89
b. AGENCY State Highway Administration		3 RANGE LOCATION SECTIONS 2	NO. OF CU. FT. 11
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 930008 TO 930331	884-1	7-94
2	VOUCHERS 930332 TO 930688	884-1	7-94
3	VOUCHERS 930689 TO 930919	884-1	7-94
4	VOUCHERS 930920 TO 931172	884-1	7-94
5	VOUCHERS 931173 TO 931548	884-1	7-94
6	VOUCHERS 931549 TO 931940	884-1	7-94
7	VOUCHERS 931941 TO 932250	884-1	7-94
8	VOUCHERS 932251 TO 932577	884-1	7-94
9	VOUCHERS 932578 TO 932948	884-1	7-94
10	VOUCHERS 932949 TO 933272	884-1	7-94
11	VOUCHERS 933273 TO 933627	884-1	7-94

Disposal
7/14/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>92W436</i>		DATE RECEIVED <i>10-25-91</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>3</i>	LOCATION SECTIONS <i>23</i>	NO. OF CU. FT. <i>5</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

- 1 ✓ MILEAGE RPTS, COMPUTER LIST & MANUEL LIST 6/90 TO 6/91
- 2 ✓ STARS RPT SRA 401 THRU 483 6/90 TO 6/91
- 3 ✓ STARS RPT TSD 401 THRU 483 6/90 TO 6/91
- 4 ✓ STARS RPT OAS 401 THRU 483 6/90 TO 6/91
- 5 ✓ STARS RPT DRS, OASM 401 THRU 483 6/90 TO 6/91 *OASF*
- 6 ✓ ~~STARS RPT OASE 401 THRU 483 6/90 TO 6/91~~

858-27	7/94
858-39	7/94
858-39	7/94
858-39	7/94
858-39	7/94
858-39	7/94

Disposal
7/15/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W279	DATE RECEIVED 9-28-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 100	LOCATION SECTIONS 23
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	DAILY GAS TICKETS DIST 2&3 JAN TO APRIL 89	1005-1	7/94
2	EXEMPT PURCHASE ORDERS ALL SHOPS 1/89	1005-4	7/94
3	DAILY GAS TICKETS DIST 1 JAN TO APRIL 89	1005-1	7/94

[Handwritten Signature]
7-16-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W437	DATE RECEIVED 10-25-91		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 23	LOCATION SECTIONS 26	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓	FEDERAL BILLING FHWA-07 VMTA TSO-12 MD0 ³ -0041 7/01/90 TO 6/30/91	858-14	7/94
2 ✓	FEDERAL BILLING SRA-VMTA SECTION 9&5 9/01/90 TO 6/30/91	858-14	7/94

Disposal
9/6/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>Q2W438</i>	DATE RECEIVED <i>10-25-91</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>23</i>	RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS <i>26</i>	NO. OF CU. FT. <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>1</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES FEDERAL AID BILLING 7/01/90 TO 6/30/91	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) <i>858-14 7/94</i>	

Disposal
9/6/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY State Highway Administration		ACCESSION NO. 90W23	DATE RECEIVED 7-13-89
B. DIVISION / UNIT Office of Finance and Program Management			DR CODE 26.03.05
C. MAILING ADDRESS 107 North Calvert Street Baltimore, MD. 21202		BANDS LOCATION SECTIONS 114 30	NO. OF CU. FT. 22
D. PHONE NO. 333-1447 Baltimore, Md. 21202			RECORDS CENTER NUMBER
E. AGENCY OFFICIAL		TO BE COMPLETED BY STATE RECORDS MANAGEMENT CENTER	
2. 000 NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	

2. 000 NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
1	VOUCHERS 938761 TO 939309	884-1	7/94
2	VOUCHERS 939310 TO 939642	884-1	7/94
3	VOUCHERS 939643 TO 940026	884-1	7/94
4	VOUCHERS 940027 TO 940306	884-1	7/94
5	VOUCHERS 940307 TO 940623	884-1	7/94
6	VOUCHERS 940624 TO 941006	884-1	7/94
7	VOUCHERS 941007 TO 941410	884-1	7/94
8	VOUCHERS 941411 TO 941785	884-1	7/94
9	VOUCHERS 941786 TO 942143	884-1	7/94
10	VOUCHERS 942144 TO 942261	884-1	7/94
11	VOUCHERS 942262 TO 942722	884-1	7/94
12	VOUCHERS 942723 TO 943051	884-1	7/94
13	VOUCHERS 943052 TO 943360	884-1	7/94
14	VOUCHERS 943361 TO 943678	884-1	7/94
15	VOUCHERS 943679 TO 944077	884-1	7/94
16	VOUCHERS 944078 TO 944444	884-1	7/94
17	VOUCHERS 944445 TO 944986	884-1	7/94
18	VOUCHERS 944987 TO 945346	884-1	7/94
19	VOUCHERS 945347 TO 945777	884-1	7/94
20	VOUCHERS 945778 TO 946135	884-1	7/94
21	VOUCHERS 946136 TO 946517	884-1	7/94
22	VOUCHERS 946518 TO 946822	884-1	7/94

CF
8-27-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1195	DATE RECEIVED 5-12-88
b. AGENCY State Highway Administration		LOCATION RANGE 40 SECTION 3	NO. OF CU. FT. 1
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>Parsons</i>		PHONE NO. 333-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | PAYROLL JOURNAL AND CHECK REG. 11-18-87 TO 01-12-88

731-11

07-94

Disposal
9/13/94
gpe

DEPARTMENT OF GENERAL SERVICE
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
90W128	VOUCEHRS	884	1		39	7/94	RECYCLED
91W1292	EXTERNAL AUDIT	1168	1		11		
93W659	PERM & TEMP INPUTS	731	5	1991	1		
93W378	V & E EDITS	1022	14	1990-91	1		
92W1417	ASSETS RECONCILIATIONS	1005	1	1988-89	2		
91W270	GAS TICKETS	1005	1	1989	1		
89W861	WITHDRAWALS ACCEPTED	1005	2	1989	1		
89W1286	VOUCHERS	884	1		14		
93W1519	R/D RENTALS	1191	6	FY 87	1		
90W1079	WITHDRAWL TICKETS	1005	2	FY 89	1		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

35 ✓ VOUCHERS 959058 TO 959410
36 ✓ VOUCHERS 959411 TO 959683
37 ✓ VOUCHERS 959684 TO 960147
38 ✓ VOUCHERS 960148 TO 960455
39 ✓ VOUCHERS 960456 TO 960917

884-1	7/94
884-1	7/94
884-1	7/94
884-1-	7/94
884-1	7/94

R-113

S-31-32

2 Empties

S-32

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W1292</i>	DATE RECEIVED <i>5-17-91</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>46</i>	LOCATION SECTIONS <i>35</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 11	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 6	1168-1	7/94
2	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 1	1168-1	7/94
3	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 3	1168-1	7/94
4	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 4	1168-1	7/94
5	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 5	1168-1	7/94
6	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 2	1168-1	7/94
7	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 7	1168-1	7/94
8	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 8	1168-1	7/94
9	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 9	1168-1	7/94
10	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 10	1168-1	7/94
11	EXTERNAL AUDIT CLOSED UTILITY CONTRACTS BDX 11	1168-1	7/94

Disposal
8/16/94
eps

R-46

S-35

1 Empty

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W659		DATE RECEIVED 11-10-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 38	LOCATION SECTIONS 22	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1. PERM & TEMP INPUTS PAY 25 1990 TO PAY 04 1991

731-5

7/94

Disposal
 9/9/94
 yps

685

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W378		DATE RECEIVED 9-24-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 116	LOCATION SECTIONS 15	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1[✓] | U & E EDITS DEC 90 TO APRIL 91

| 1022-14 7/94

CF
9-10-92

655

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>92W1417</i>		DATE RECEIVED <i>6-3-92</i>	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.0305</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>47</i>	LOCATION <i>35</i>	SECTIONS <i>35</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>2</i>			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ | FIXED ASSETS RECONCILIATIONS MAR, APR, MAY 89
 2 ✓ | FIXED ASSETS RECONCILIATIONS NOV 88 - FEB 89

1005-1 7/94
 1005-1 7/94

Disposal
10/3/94
[Signature]

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W270</i>		DATE RECEIVED <i>9-28-90</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>26</i>	LOCATION SECTIONS <i>6</i>	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | DAILY GAS TICKETS DIST 4 & 5 1989 JAN-APRIL

| 1005-1 7/94

Disposal

10/13/94

SPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 26.03.05		ACCESSION NO. 89W861		DATE RECEIVED 2-24-89
2. AGENCY State Highway Administration		RANGE 26		LOCATION SECTIONS 24
3. DIVISION UNIT Office of Finance & Program Management		NO. OF CU. FT. 1		
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL <i>Wassup</i>		PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		8. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | WITHDRAWALS ACCEPTED 12/8/88 TO 1/89

| 1005-2 07/94

10/12/94
gps

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 89W1286	DATE RECEIVED 6-27-89
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 101 North Calvert Street Baltimore, Md. 21202		RANGE 27	LOCATION SECTIONS 2
D. PHONE NO. 333-1441 Baltimore, Md. 21202		NO. OF CO. FT. 14	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED BY STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	

1	VOUCHERS 933628 TO 934099
2	VOUCHERS 934100 TO 934479
3	VOUCHERS 934480 TO 934819
4	VOUCHERS 934820 TO 935239
5	VOUCHERS 935240 TO 935598
6	VOUCHERS 935599 TO 935973
7	VOUCHERS 934974 TO 936310
8	VOUCHERS 936311 TO 936674
9	VOUCHERS 936675 TO 937019
10	VOUCHERS 937020 TO 937456
11	VOUCHERS 937457 TO 937766
12	VOUCHERS 937767 TO 938090
13	VOUCHERS 938091 TO 938355
14	VOUCHERS 938356 TO 938760

884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74
884-1	7/74

July 1994
10/12/94
ggs

R-27

S-2

2 Empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1519		DATE RECEIVED 5-12-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 27	LOCATION SECTIONS 4	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | R/D RENTALS 07/86 TO 06/87 | 1191-6 7/94

10/12/94
ggs

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W1079	DATE RECEIVED 4-3-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 16	LOCATION SECTIONS 26
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | WITHDRAWL TICKETS 2/89 TO 8/08/89

1005-2 7/94

Disposal
10/7/94
[Signature]

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
90W640	WITHDRAWL TICKETS	1005	2	FY 89	4	7/94	RECYCLED
89W1002	OPERATING STOCK STATUS	1005	2,6	1989	5		
90W80	FINAL VOUCHERS	739	1D	FY 89	4		
90W81	GAS TICKETS, STOCK STATUS	1005	1,6	FY 89	5		
91W193	JOURNAL ENTRY BOOKS	1022	6,7	1980-84	2		
90W265	VOUCHERS	884	1		15		
93W844	GENERAL LEDGER	858	16	6/91	1		
92W419	DETAIL REPORT LISTING	858	28	FY 89	1		
92W421	MANUAL LIST	884	4	FY 89	1		


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W640	DATE RECEIVED 12-15-89
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 141	LOCATION SECTIONS 12
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	WITHDRAWL TICKETS 12/88 TO 5/89	1005-2	7/94
2 ✓	WITHDRAWL TICKETS 10/88 TO 6/89	1005-2	7/94
3 ✓	WITHDRAWL TICKETS 12/88 TO 6/89	1005-2	7/94
4 ✓	WITHDRAWL TICKETS 1988 TO 6/89	1005-2	7/94

CF
11-5-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1002		DATE RECEIVED 4-4-89	
b. AGENCY State Highway Administration		RANGE 115		LOCATION SECTIONS 28	
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER		NO. OF CU. FT. 5	
d. MAILING ADDRESS 787 W. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL <i>Jessup</i>					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- | | | | |
|-----|--|--------|------|
| 1 ✓ | OPERATING STOCK STATUS DIST 1 & 2 2/1/89 | 1005-6 | 7-94 |
| 2 ✓ | INVENTORY WITHDRAWLS ACCEPTED 12/88 TO 3/89 | 1005-2 | 7-94 |
| 3 ✓ | OPERATING STOCK STATUS DIS 5, 6, 7, 2/1/89 | 1005-6 | 7-94 |
| 4 ✓ | OPERATING STOCK STATUS DIST 2, 3, 4, 12/88 TO 2/1/89 | 1005-6 | 7-94 |
| 5 ✓ | WITHDRAWAL ACCEPTED 1/20/89 | 1005-2 | 7-94 |

J
9-10-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W80		DATE RECEIVED 7-27-89	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 118		RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, MD 21202		LOCATION SECTIONS 35		NO. OF COPIES 1	
D. PHONE NO. 333-5447 Baltimore, MD 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL <i>Jesse A Morgan</i>		IF RE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			
1 ✓	FINAL VOUCHERS 3/09/89 TO 5/19/89	7391 D	7/94		
2 ✓	FINAL VOUCHERS 3/09/89 TO 5/19/89	7391 D	7/94		
3 ✓	FINAL VOUCHERS 3/09/89 TO 5/19/89	7391 D	7/94		
4 ✓	FINAL VOUCHERS 3/09/89 TO 5/19/89	7391 D	7/94		

CA
9-10-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

I. A. AGENCY State Highway Administration		ACCESSION NO. 90W81		DATE RECEIVED 7-27-89
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 38		RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION 33	NO. OF CU. FT. 5	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL <i>Jesse J. Morgan</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
1. BOX NUMBERS	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓	OPERATING STOCK STATUS MAY 1, 1989	1005 6	7/94
2 ✓	OPERATING STOCK STATUS MAY 1, 1989	1005 6	7/94
3 ✓	OPERATING STOCK STATUS MAY 1, 1989	1005 6	7/94
4 ✓	DAILY GAS TICKETS DIST 6 1988 TO 3/89	1005 1	7/94
5 ✓	DAILY GAS TICKETS DIST 7 1988 TO 3/89	1005 1	7/94

Disposal
9/9/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W193</i>		DATE RECEIVED <i>8-24-90</i>	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.0305</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE LOCATION SECTIONS <i>120 / 10</i>		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ JOURNAL ENTRY BOOKS JULY 1983 TO JUNE 1984
 2 ✓ TRIAL BALANCES JUNE 1980 TO 1983

1022-7 7/94
 1022-6 7/94

[Signature]
9-24-94
 391

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W265	DATE RECEIVED 9-28-89
0. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 114	LOCATION SECTIONS 20
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 15	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 960918 TO 961406	884-1	7/94
2	VOUCHERS 961407 TO 961618	884-1	7/94
3	VOUCHERS 961619 TO 962042	884-1	7/94
4	VOUCHERS 962043 TO 962441	884-1	7/94
5	VOUCHERS 962442 TO 962787	884-1	7/94
6	VOUCHERS 962788 TO 963126	884-1	7/94
7	VOUCHERS 963127 TO 963424	884-1	7/94
8	VOUCHERS 963425 TO 963742	884-1	7/94
9	VOUCHERS 963743 TO 964156	884-1	7/94
10	VOUCHERS 964157 TO 964534	884-1	7/94
11	VOUCHERS 964535 TO 964925	884-1	7/94
12	VOUCHERS 964926 TO 965303	884-1	7/94
13	VOUCHERS 965304 TO 965688	884-1	7/94
14	VOUCHERS 965689 TO 966106	884-1	7/94
15	VOUCHERS 966107 TO 966438	884-1	7/94

[Handwritten Signature]
 9-10-94

R-114

S-20

5 Empties

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. Q3W844		DATE RECEIVED 1-13-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32		LOCATION SECTIONS 10	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	GENERAL LEDGER TSO, OAS, SRA, OASF, OASM, DSR, TRS 06/01/91 TO 06/30/91 30691, 30692, 30695, 30003 RPTS	858-16	7/94
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Disposal
7/22/94
gyp

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. 92W419	DATE RECEIVED 10-23-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 2603.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 33	LOCATION SECTIONS 14
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1. DETAIL REPORT LISTING 11/88 TO 03/89

858-28 7/94

Disposal
7/20/94
JPS

R-33

S-14

1 Empty

E

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY State Highway Administration		ACCESSION NO. <i>92W421</i>		DATE RECEIVED <i>10-23-91</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26-03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>34</i>	LOCATION SECTIONS <i>7</i>	NO. OF CU. FT. <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

MANUAL LIST 07/88 TO 06/89 | 884-4 | 7/94

Disposal

7/26/94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W433	GENERAL REPORT	858	16	FY 90	1	7/94	RECYCLED
92W435	GENERAL REPORTS	858	16	FY 91	3		
91W258	GENERAL LEDGER, STATUS REPORTS	858	16,39	FY 90	10		
90W365	GAS TICKETS	1005	1,2,6	FY 89	11		
90W254	STOCK STATUS	1005	5,6	FY 89	2		
90W872	AGENCY INTERFACE	884	2	FY 89	2		
87W916	PAYROLL JOURNALS, CHECK REG	731	11	1/87	1		


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W433		DATE RECEIVED 10-25-91
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 33		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 6	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | GENERAL REPORT 6/01/90 TO 6/30/90 ALL AGENCY | 858-16 -7793 7/94

Disposal
7/26/94
MP8

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>926435</i>	DATE RECEIVED <i>10-25-91</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>33</i>	LOCATION SECTIONS <i>6</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>3</i>	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

<input checked="" type="checkbox"/>	1	GENERAL REPORT ALL AGENCY 01/01/91 THRU 01/31/91	858-16	7/94
<input checked="" type="checkbox"/>	2	GENERAL REPORT ALL AGENCY 02/01/91 THRU 02/28/91	858-16	7/94
<input checked="" type="checkbox"/>	3	GENERAL REPORT ALL AGENCY 04/01/91 THRU 04/30/91	858-16	7/94

Disposal

7/26/94

ggs

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W258	DATE RECEIVED 9-25-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 34
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 10	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	GENERAL LEDGER OAS 30692, 30695 5/1/90 TO 5/31/90	858-16	7/93
2 ✓	STARTS REPORTS 401 THRU 483 6/89 TO 6/90	858-39	7/93
3 ✓	GENERAL LEDGER 5/1 TO 5/31/90 OAS, SRA, TSD, TRS, DSR, OASM 30691, 30692, 30695 30003 REPORT	858-16	7/93
4 ✓	GENERAL LEDGER 2/1 TO 2/28 TSD, OAS, SRA, TRS, DSR, OASM 30691, 30692, 30695 30003 REPORT	858-16	7/93
5 ✓	GENERAL LEDGER 4/1 TO 4/30/90 TSD, OAS, SRA, TRS, DSR, OASM 30691, 30692, 30695, 30003 REPORT	858-16	7/93
6 ✓	GENERAL LEDGER 3/1 TO 3/31/90 TSD, OAS, SRA, TRS, DSR, OASM 30691, 30692, 30695, 30003 REPORT	858-16	7/93
7 ✓	STARTS REPORT 401 THRU 483 6/89 TO 6/90	858-16	7/93
8 ✓	TSD, SRA, OAS, OASM, DSR, TRS, 1/1 TO 1/31/90 30691, 30692, 30695 30003 REPORT	858-16	7/93
9 ✓	STARTS REPORT OAS 6/89 TO 6/90	858-39	7/93
10 ✓	STARTS REPORT DEBT SEV & OASM & TRANS REV 6/89 TO 6/90	858-39	7/93

7/94
Disposal
 7/15/94
 JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 910W365	DATE RECEIVED 10-16-89
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md 21202		RANGE 103	LOCATION SECTIONS 6
D. PHONE NO. 333-1442 Baltimore, Md. 21202		NO. OF CO. FT. 11	
E. AGENCY OFFICIAL		RECORDS CENTER NUMBER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	GAS TICKETS DIST 1,2,3 3/89 TO 6/89	1005-1	7/94
2 ✓	DAILY GAS TICKETS DIST 6 & 7 3/89 TO 7/89	1005-1	7/94
3 ✓	DAILY GAS TICKETS DIST 3 & 4 3/89 TO 6/89	1005-1	7/94
4 ✓	DAILY GAS TICKETS DIST 4 & 5 3/89 TO 6/89	1005-1	7/94
5 ✓	DAILY GAS TICKETS DIST 5 & 6 3/89 TO 6/89	1005-1	7/94
6 ✓	WEEKLY RETROLEUM RECONCILIATION 1/89 TO 6/89	1005-1	7/94
7 ✓	WITHDRAWAL TICKETS 12/88 TO 6/89	1005-2	7/94
8 ✓	WITHDRAWAL TICKETS 2/88 TO 5/89	1005-2	7/94
9 ✓	DAILY GAS TICKETS DIST 7, BROOKLAND & TRAFFIC 3/89 TO 6/89	1005-1	7/94
10 ✓	STATIONARY REQUISITIONS 10.84 & GAS TKS 10.53 & 10.25	1005-1	7/94
11 ✓	EXEMPT PURCHASE ORDER ALL SHOPS 1988	1005-6	7/94

R-103

S-6

20 Empties



RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 906254		DATE RECEIVED 9-27-89	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 108		RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 19		NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ OPERATING STOCK STATUS DIST 5, 6, 7 6/02/89
 2 ✓ INVENTORY RECEIVING DOCUMENTS ACCEPTED 12/88 TO 3/31/89

1005-6 7/94
 1005-5 7/94

[Handwritten Signature]
 8-13-94

RECORDS TRANSMITTAL AND RECEIPT

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W872		DATE RECEIVED 2-14-90
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 36		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 8	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	AGENCY INTERFACE 89-0359 TO 89-0359 VOUCHER REGISTER 5/89
2	AGENCY INTERFACE 89-0417 TO 89-0449

884-2	7/94
884-2	7/94

Disposal
8/8/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 708-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05	ACCESSION NO. 87W916	DATE REC'D 4-27-87
2. AGENCY State Highway Administration			LOCATION - RANGE 3043	SECTION 28
3. DIVISION/UNIT Office of Finance & Program Management			NO. OF CU. FT. 1	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202			RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette William R. Burdette		PHONE NO. 333 8550 1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Payroll Journals and Check Register 1/14/87	731-11 7-94 9/13/94 eps

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
87W972	AGREEMENT BILLINGS	1191	4	1987	3	7/94	RECYCLED
91W451	CONTRACTUAL PAYROLL	731	11	FY 87	1		
93W1554	CASH RECEIPTS	799	2,8,6	1991	8		
PARTIAL							
85W811	CUSTOME REPORTS, LEDGERS	858	1,2,9,13	FY 84	6		


SIGNATURE

RECORDS CENTER MANAGER
Title

07/21/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 706-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W972	DATE REC'D 5-5-87	
2. AGENCY State Highway Administration				LOCATION - RANGE 30-43	SECTIONAL 23	
3. DIVISION / UNIT Office of Finance & Program Management				NO. OF CU. FT. 3		
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL William R. Burdette William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES				8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1. ✓	Details Agreement Billings Box 10 1987				1191 897A-4	7-94
2. ✓	" " " Box 11 "				"	"
3. ✓	" " " Box 12 "				"	"
					9/13/94. JPS	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W451</i>		DATE RECEIVED <i>11-5-90</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>54</i>	LOCATION SECTIONS <i>32</i>	NO. OF CU. FT. <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | CONTRACTUAL PAYROLL 6/24/86 TO 5/26/87

| 731-11

7/94

Disposal
7/14/94
[Signature]

R-54

S-32

1 Empty

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1554	DATE RECEIVED 5-13-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 52	LOCATION SECTIONS 30
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 8	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	WORKING FUND RECONCILIATIONS & BANK STATEMENTS 07/90 TO 06/91	799-6	7/94
2 ✓	CASH RECEIPTS BACK-UP & COPIES CHECK & SPECS 05/91 TO 06/91	799-2	7/94
3 ✓	CASH RECEIPTS BACK-UP & COPIES CHECK & SPECS 03/91 TO 04/91	799-2	7/94
4 ✓	SHORT TERM ADVANCES PAID & PAYROLL ADVANCES 07/90 TO 01/91	799-8	7/94
5 ✓	RECEIPTS BOOKS PLANS & SPECIFICATIONS 45001 7-90 To 6-91	799-8	7/94
6 ✓	CASH RECEIPTS BACK-UP & COPIES OF CHECKS 01/91 TO 02/91	799-2	7/94
7 ✓	PETTY CASH REIMBURSEMENTS & CASH RECONCILIATIONS BOX 07/90 TO 06/91	799-2	7/94
8 ✓	SPECIAL R/W BANK STATEMENTS & SPECIAL REQUEST FORM 07/90 TO 06/91	799-2	7/94

Disposal
 7/7/94
 JRS

* Partia 1

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. 26.03.05		ACCESSION NO. 85W811	DATE REC'D
B. DIVISION/UNIT SHA		RM CODE	
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 37 28	NO. OF CU. FT. 6
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-6	Boxes 1-6 Custom Reports - FY-84 YTD - Ledgers - FY-84 Stars & Exp. Recon. Journal Entries - FY84	858 #1,2,9,13 <u>Disposal</u> 7/6/94 [Signature]

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.06

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-HAULING PERMIT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
91W747	PAID PINK COPIES	491A	2	7/89-12/89	24	7/94	RECYCLED
92W1422	PAID PINK COPIES	491A	2	1/91-6/91	18		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">91W747</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">2-1-91</div>
B. DIVISION/UNIT 20.06 HAULING PERMIT SECTION	FORM CODE <div style="font-size: 1.5em; font-family: cursive;">26.03.06</div>	
C. MAILING ADDRESS 707 NORTH CALVERT STREET BALTIMORE, MARYLAND 21202	LOCATION RANGE SECTION(S) <div style="font-size: 1.5em; font-family: cursive;">17 19</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">24</div>
D. PHONE NO. 333-1597 or 1598	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Dolores J. Struasser Chief, Hauling Permits	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PAID PINK COPIES FROM JULY - DECEMBER 1989	
1	A THRU BU	Sch# 491 Item #2 July 1994 <div style="font-size: 1.5em; font-family: cursive; text-align: center;"> Disposed 10/12/94 ejs </div>
2	C THRU DAILY EXPRESS	
3	DAILY EXPRESS THRU EASTERN STAINLESS & FOREMOST INDS.	
4	EL THRU HAVERHILL	
5	HE THRU CHARLES KARPER	
6	KEEN TRANSPORT THRU NUTTER LUMBER	
7	NATIONWIDE HOMES THRU MORGAN E. RUSSELL	
8	S.S.C. THRU TEAL CONSTRUCTION	
9	SIX M CO THRU WORTHY BROTHERS	
10	DAVID WOOD CO. THRU T.U.I. INC.	
11	T.U.I.	
12	T.U.I.	
13	T.U.I. & HIGH STEEL STRUCTURES	
14	BUD'S PERMIT SERVICE	
15	BUD'S PERMIT SERVICE	
16	BUD'S PERMIT SERVICE	
17	BUD'S PERMIT SERVICE & MARYLAND PERMIT SERVICE	
18	MARYLAND PERMIT SVC. & TRANSCOM INC.	
19	TRANSCOM INC.	
20	NANTICOKE HOMES JULY THRU OCTOBER	
21	NANTICOKE HOMES NOV & DEC. & XERO-FAX JULY THRU AUG.	
22	XERO FAX SEPT THRU DECEMBER & HOME RUN INC.	
23	CUMMINS CASH & INFORMATION SVC.	
24	CUMMINS CASH & INFORMATION SVC. & FLEETLINE INC.	

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S-19

14 Empty

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 376, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION B. DIVISION/UNIT HAULING PERMITS C. MAILING ADDRESS 707 N. CALVERT STREET BALTIMORE, MARYLAND 21202 D. PHONE NO. 410-333-1598 E. AGENCY OFFICIAL <i>Sandra Knies</i>	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">92W1422</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">6-3-92</div> RM CODE <div style="font-size: 1.5em; font-family: cursive;">26-03.06</div>
	LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">103 1-2</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">18</div>
	RECORDS CENTER MANAGER TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PINK COPIES FROM JANUARY TO JUNE 1991	
1	AA TO CZ	Sch # 491 Item # 2 <div style="font-size: 1.5em; font-family: cursive;">7/1994</div> <div style="font-size: 1.5em; font-family: cursive;">Disposal</div> <hr style="width: 50%; margin: 0 auto;"/> <div style="font-size: 1.5em; font-family: cursive;">7/19/94</div> <div style="font-size: 1.5em; font-family: cursive;">gpc</div>
2	D & J TO GZ	
3	GROVE NORTH AMERICA TO DEWEY JORDAN	
4	KA TO MZ	
5	N & N TO TOP CITY	
6	TIDEWATER EQUIPMENT TO BUD'S PERMIT JAN & FEB.	
7	BUD'S PERMIT SERVICE MARCH THRU MAY 15th.	
8	BUDS PERMIT SERVICE MAY 15th thru CUMMINS CASH JAN 31st.	
9	CUMMINS CASH FEB 1ST TO MAY 17th.	
10	CUMMINS CASH MAY 20th THRU DAILY EXPRESS JAN - JUNE	
11	MD PERMIT SVC JANUARY THRU JUNE	
12	NANTICOKE HOMES JAN-JUNE & TUI JANUARY 1st thru 11th	
13	TUI JANUARY 14th thru FEBRUARY 28th.	
14	TUI MARCH 1st. thru APRIL 16th.	
15	TUI APRIL 17th thru MAY 31st.	
16	TUI JUNE 3rd. thru JUNE 31st. & TRANSCOM JAN THRU MAR 18th.	
17	TRANSCOM MAR. 19th thru 31ST. & XERO-FAX JAN - MAR. 14th.	
18	XERO-FAX MAR. 15th thru 31st. & State Permit JAN TO JUNE.	

R-103

S-1-2

67 empty

R103 S2-3

DEPARTMENT OF GENERAL SERVICE
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.07

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- MATERIALS & RESEARCH
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
87W667	CONTRACTS	925	1		25	7/94	RECYCLED
87W783	CONTRACTS	925	1	1986	6		


Signature

RECORDS CENTER MANAGER
Title

07/25/94
Date

DGS-550-5

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 769-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 26.03.07		ACCESSION NO. 87W667	DATE REC'D 2-25-87
b) AGENCY Maryland State Highway Administration		LOCATION - RANGE 36	SECTION(S) 34
c) DIVISION/UNIT Division of Materials and Research			
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584		PHONE NO.	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1266 thru 1290	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch. # 925 Item # 1 Retain for seven years from date sent to records center, then destroy. July 1994 <u>Disposal</u> 8/8/94 JPS

March 16, 1987

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 769-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY CODE <i>26.03.07</i> 290273.0 26.03.07		ACCESSION NO. <i>87W783</i>	DATE REC'D <i>4-7-87</i>
AGENCY Maryland State Highway Administration		LOCATION - RANGE <i>102</i>	SECTION(S) <i>11</i>
DIVISION/UNIT Division of Materials and Research		NO. OF CU. FT. <i>6</i>	
MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		RECORDS CENTER MANAGER	
AGENCY OFFICIAL <i>Francis Clemens</i> Betty Patterson, Service Specialist		PHONE NO. 321-3584	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1291 thru 1296	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>	<p><i>Sch. # 925</i> <i>Item # 1</i> Retain for seven years from date sent to records center, then destroy.</p> <p><i>July 1994</i></p> <p><i>Disposal</i> <i>7/19/94</i> <i>ggs</i></p>

COMPLETED FILES, BOX 1296

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

1987

Contract Number

Date Certified

1. BC 231-071-815, BC 231-059-815,
BC -016/017-815

2-07-86

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 WATERLOO ROAD (RTE 175)
 P.O. BOX 275
 JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.01

DEPARTMENT OF TRANSPORTATION

PROJECT PLANNING
 DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W99	CONTRACTS	944	1		64	7/94	RECYCLED


 Signature

RECORDS CENTER MANAGER
 Title

07/21/94
 Date

Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>SHA</i>		ACCESSION NO. <i>92W99</i>	DATE REC'D
B. DIVISION/UNIT <i>Project Planning</i>			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) <i>149 32-35</i>	NO. OF CU. FT. <i>64 66</i>
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<i>Bxs - # 2, 6-7, 13, 14, 16, 17, 21, 23, 24, 25, 32, 33, 34, 35, 36, 37, 38, 41, 46, 47, 48, 53, 54, 55, 56, 57, 58, 59, 60, 61-84, 86-91, 93-98</i> <i>Project Files</i>	<i># 944</i> <i># 1</i>

Left - Bx-34

92W99 R149 532-33 / *R149 533-35 64E*

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

PARTIAL

CERTIFICATE OF RECORDS DISPOSAL

26.03.01

DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY ADMIN.-PROJECT PLANNING
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
*85W532	ENGINEERING REPORTS	944	1		13	1/94	RECYCLED
*84W637	CORRESPONDENCES	944	1		2		
*88W485	CORRESPONDENCE & FILES	944	1		7		
*89W214	CORRESPONDENCE, INVOICES	944	1		13		
*89W215	PROJECT FILES	944	1		15		
*89W303	PROJECT FILES	944	1		2		
*89W306	AGREEMENTS, INVOICES	944	1		7		
*89W307	CORRESPONDENCE, FILES	944	1		15		
*89W806	INVOICES, FILES, CORRESP	944	1		11		


SIGNATURE

RECORDS CENTER MANAGER
Title

01/21/94
Date

** Partial*

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 85WS32	DATE REC'D
B. DIVISION/UNIT SHA - Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 26 32-33	NO. OF CU. FT. 13
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3-5	Bates Engineering Books, DEIS	# 944
10-14	1984 Eng. Reports	# 1
21-22	MD 410 - Corresp.	1/94
25-26	MD 173 - Stony Creek	
28	Misc Files MD 7, 125, 60	Disposal 4/6/94 <i>gk</i>

*Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT-SHA		ACCESSION NO. 84W637	DATE REC'D
B. DIVISION/UNIT Project Planning		RM CODE	
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 141 1	NO. OF CU. FT. 2
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3	Correspond, Maps & Invoices Rte #48	# 944 # 1
5	Correspond, Maps - Rockville	1/94

left 26
sect #1

*Partial

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 88W485	DATE REC'D
B. DIVISION/UNIT SHA - Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 4 35	NO. OF CU. FT. 7
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
4+5	Final Environ. Impact Statemt US-40 - I-70	#944 #1
7	Environ. Assessment Concern.	
9-12	Corresp. Files US48	Disposal 4/6/94 PK

* Partial

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 896214	DATE REC'D
B. DIVISION/UNIT SHA - Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 22 4	NO. OF CU. FT. 13 14
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-10	Corresp., Invoices, Letters, Reports I-270/189 - Rte 648	# 944 # 1
12-1	US Rte 48	
15+16	US Rte 48	
		Disposal 4/6/94 RZ

* Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M DOT		ACCESSION NO. 89W215	DATE REC'D
B. DIVISION/UNIT SHA - Project			RM CODE
C. MAILING ADDRESS Planning		LOCATION RANGE SECTION(S) 3 25	NO. OF CU. FT. 15
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
5-10	Project Files of Meeting + Newspapers	# 944 # 1
14-18	Project Files	
20-21	Project Files + Public Hearing	
25-26	Photographic Slides	disposal 4/6/94 ph

** Partial*

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <i>MDOT</i>		ACCESSION NO. <i>89W303</i>	DATE REC'D
B. DIVISION/UNIT <i>SHA - Project Planning</i>		LOCATION RANGE SECTION(S) <i>17 21-22</i>	RM CODE
C. MAILING ADDRESS		NO. OF CU. FT. <i>2</i>	
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>31-32</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <i>FEIS-MD IIS Relocated</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE <i># 944 # 1 Disposal 4/6/94 [Signature]</i>	

* Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 89W306	DATE REC'D
B. DIVISION/UNIT SHA-Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 15 1	NO. OF CU. FT. 7
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Quarterly Review Materials - 9/78-8/86	# 944
4-6	Final Environ. Impact	# 1
15-17	Consultant Agreements, Invoices, Corresp. Misc. Documents	Disposal 4/6/94 PK

* Partial

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P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 89W307	DATE REC'D
B. DIVISION/UNIT SHA - Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 36 9	NO. OF CU. FT. 15
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-15	Corresp. & Files US 29 Section Cards, Emulsion, Trans, New Clips, Reports, Invoices	# 944 # 1 Disposal 4/6/94 PLZ

1 BX-1

** Partial*

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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 89W806	DATE REC'D
B. DIVISION/UNIT SHA - Project Planning			RM CODE
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 26 24	NO. OF CU. FT. 110
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
2-6	Invoices & Files I-95/MD Environ. Mgmt Misc-1988 Impact Statements, I-370 Originals for Documents & Displays - Service & Supply	# 944 # 1 Disposal 4/6/94 [Signature]
8	US 48 - Correspond.	
10-14	Supplemental Draft - FEIS Sect 4 MD 100 / I-95	

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

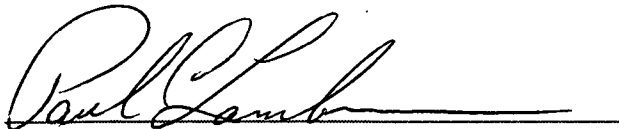
CERTIFICATE OF RECORDS DISPOSAL

26.03.02

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- CONSTRUCTION
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
84W339	PROJECT FILES	1539	3	1982-83	31	1/94	RECYCLED
87W151	CONTRACTORS PAYROLLS	1539	3	1979-83	38		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

E

RECORDS TRANSMITTAL

Complete at State Records Center

99

AND RECEIPT

26.03.02

Accession No.

84W339

Date Received

1-13-84

1. From: (Name, Division, Address or Agency)

State Highway Administration
Division of Construction
707 N. Calvert St. -Balto., MD 21202

Signature

Title

2. Building and Room

3. Phone

SHA Headquarters
Room 109A

659-1570

4. To: State Records Center

Jessup, MD

5. Signature: (Agency Official)

Walter S. Warren

6. No. of Cu.Ft.

31

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-30

364 thru 394

Construction Project Files
January 1982 thru August 1983

Schedule: ~~169~~ 1539
Item No. ~~2~~ 3
Item No. ~~1A~~

S-33

Sept. 1993

R-43

1/94

S-31-32

Disposal
2/9/94
eps

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 72.0</p> <p>b) AGENCY State Highway Administration</p> <p>c) DIVISION/UNIT Division of Construction Contracts Room 103</p> <p>d) MAILING ADDRESS State Highway Administration Division of Construction Contracts 707 N. Calvert Street Baltimore, Maryland 21202</p> <p>e) AGENCY OFFICIAL Ralph L. Baltzell Chief, Bureau of Construction Insp.</p>	<p>ACCESSION NO. 87W151</p> <p>LOCATION - RANGE 16</p> <p>SECTION(S) 4</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 8-28-86</p> <p>NO. OF COPIES 38</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
<p>2. BOX NUMBERS #91 thru #128</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES 1979 thru 1983 S.H.A. Construction Contracts - Contractors Payrolls</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) Schedule 1539 1539 Item 3 3 Jan. 1994</p> <p style="text-align: right; font-size: 2em;"><i>[Signature]</i> 1-8-94</p>

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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
85W814	SUSPENSE LISTINGS	918	4,5,7,8	FY 83	5	1/94	RECYCLED
89W211	VOUCHERS	884	1		29		
87W908	GROSS & DEC. JOURNALS	731	11	1986	1		
87W909	FICA REPORTS	731	7	1984	1		
89W103	VOUCHERS	884	1		27		
89W1168	WITHDRAWL TICKETS	1005	2	1988	5		
91W496	R/W HISTORY FILE	907	5	1988	10		
88W369	VOUCHERS	884	1		18		
88W444	VOUCHER REGISTER	884	2,3,4	1987-88	7		
88W463	CREDIT CARDS	884	1	1987-88	2		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a. AGENCY CODE 29.02.01	26.0305	ACCESSION NO. 85W814	DATE RECEIVED 6-24-85
b. AGENCY State Highway Administration		LOCATION RANGE 8	SECTIONS 14
c. DIVISION UNIT Office of Finance & Program Mgt.		NO. OF COPIES 5	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette (301) 659-1442		PHONE NO. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1	Suspense Listing (EVR-06), July 1983 through Sept. 1983	918-4 12-93
2	Suspense Listing (EVR-06), Oct. 1983 through Dec. 1983	918-4 12-93
3	Trial Balance (EVR-34/35) Open & Closed, July 1983 through Dec. 1983	918-5 12-93
4	Journal Entry Backup Data, June 1983 through Nov. 1983	918-7 12-93
5	Journal Entry Proof List FY 1983	918-8 12-93

1/94

Disposal
 1/10/94
 ggs

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E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W211	DATE RECEIVED 8-17-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		LOCATION 8 RANGE 11-12	NO. OF CU. FT. 29
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 856024 - 856300	884-1	01-94
2	VOUCHERS 856301 - 856542	884-1	01-94
3	VOUCHERS 856543 - 856850	884-1	01-94
4	VOUCHERS 856851 - 857198	884-1	01-94
5	VOUCHERS 857199 - 857527	884-1	01-94
6	VOUCHERS 857528 - 857865	884-1	01-94
7	VOUCHERS 857866 - 858236	884-1	01-94
8	VOUCHERS 858237 - 858586	884-1	01-94
9	VOUCHERS 858587 - 858970	884-1	01-94
10	VOUCHERS 858971 - 859288	884-1	01-94
11	VOUCHERS 859289 - 859724	884-1	01-94
12	VOUCHERS 859725 - 860015	884-1	01-94
13	VOUCHERS 860016 - 860319	884-1	01-94
14	VOUCHERS 860320 - 860687	884-1	01-94
15	VOUCHERS 860688 - 861116	884-1	01-94
16	VOUCHERS 861117 - 861442	884-1	01-94
17	VOUCHERS 861443 - 861804	884-1	01-94
18	VOUCHERS 861805 - 862022	884-1	01-94
19	VOUCHERS 862023 - 862372	884-1	01-94
20	VOUCHERS 862373 - 862696	884-1	01-94
21	VOUCHERS 862697 - 862993	884-1	01-94
22	VOUCHERS 862994 - 863351	884-1	01-94
23	VOUCHERS 863352 - 863748	884-1	01-94
24	VOUCHERS 863749 - 864144	884-1	01-94
25	VOUCHERS 864145 - 864517	884-1	01-94
26	VOUCHERS 864518 - 864836	884-1	01-94
27	VOUCHERS 864837 - 865130	884-1	01-94
28	VOUCHERS 865131 - 865419	884-1	01-94
29	VOUCHERS 865420 - 865661	884-1	01-94

Disposal
1/10/94
JPS

R-8

S-11-12

5 Empties

R-8 S-12

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 <i>26.03.05</i>		ACCESSION NO. <i>87W908</i>	DATE REC'D <i>4-27-87</i>
b) AGENCY State Highway Administration		LOCATION - RANGE <i>3043</i> SECTION# <i>3129</i>	NO. OF CU. FT. <i>1</i>
c) DIVISION/UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL <i>William R. Burdette / pend</i> William R. Burdette		PHONE NO. 659-1442	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Gross & Deduction Journals 12/17/86 to 12/30/86	731-11 1/94 <i>Disposal</i> <i>2/9/94</i> <i>YSPS</i>	

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RECORDS TRANSMITTAL AND RECEIPT

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05	ACCESSION NO. 87W909	DATE REC'D 4-27-87
2. AGENCY State Highway Administration				
3. DIVISION/UNIT Office of Finance & Program Management			LOCATION - FRAME 3043 SECTION 1920	NO. OF CU. FT. 1
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202			RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette / pmd William R. Burdette		PHONE NO. 659-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	FICA Reports 1984	731-7 1/94 Disposal 2/9/94 SPB

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W103		DATE RECEIVED 7-20-88	
b. AGENCY State Highway Administration		RANGE 33		LOCATION SECTIONS 3	
c. DIVISION UNIT Office of Finance & Program Management					
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER			
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VOUCHERS 846296 TO 846657	884-1	01-94
2	VOUCHERS 846658 TO 846978	884-1	01-94
3	VOUCHERS 846979 TO 847299	884-1	01-94
4	VOUCHERS 847300 TO 847653	884-1	01-94
5	VOUCHERS 847654 TO 848015	884-1	01-94
6	VOUCHERS 848016 TO 848358	884-1	01-94
7	VOUCHERS 848359 TO 848685	884-1	01-94
8	VOUCHERS 848686 TO 849041	884-1	01-94
9	VOUCHERS 849042 TO 849444	884-1	01-94
10	VOUCHERS 849445 TO 849949	884-1	01-94
11	VOUCHERS 849950 TO 850364	884-1	01-94
12	VOUCHERS 850365 TO 850744	884-1	01-94
13	VOUCHERS 850745 TO 851042	884-1	01-94
14	VOUCHERS 851043 TO 851469	884-1	01-94
15	VOUCHERS 851470 TO 851851	884-1	01-94
16	VOUCHERS 851852 TO 852242	884-1	01-94
17	VOUCHERS 852243 TO 852675	884-1	01-94
18	VOUCHERS 852676 TO 853003	884-1	01-94
19	VOUCHERS 853004 TO 853412	884-1	01-94
20	VOUCHERS 853413 TO 853772	884-1	01-94
21	VOUCHERS 853773 TO 854085	884-1	01-94
22	VOUCHERS 854086 TO 854337	884-1	01-94
23	VOUCHERS 854338 TO 854718	884-1	01-94
24	VOUCHERS 854719 TO 855085	884-1	01-94
25	VOUCHERS 855086 TO 855355	884-1	01-94
26	VOUCHERS 855356 TO 855675	884-1	01-94
27	VOUCHERS 855676 TO 856023	884-1	01-94

Disposal
 1/29/94
[Signature]

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S-3

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~~S-22-~~

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R-33 S-3

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1168		DATE RECEIVED 5-19-89	
b. AGENCY State Highway Administration		54		23	
c. DIVISION UNIT Office of Fleecce & Program Management		RECORDS CENTER MANAGER		NO. OF CO. FT. 5 1	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL 333-1447		PHONE NO.			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

- 1 WITHDRAWL TICKETS 1/88 TO 12/88
- 2 WITHDRAWL TICKETS 1/88 TO 12/88
- 3 WITHDRAWL TICKETS 1/88 TO 12/88
- 4 WITHDRAWL TICKETS 1/88 TO 12/88
- ~~5 WITHDRAWL TICKETS 1/88 TO 12/88~~
- 85 INVENTORY WITHDRAWLS 1988

- 1005-2 1-94
- 1005-2 1-94
- 1005-2 1-94
- 1005-2 1-94
- 1005-2 1-94
- 1005-2 1-94

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RECORDS TRANSMITTAL AND RECEIPT
 DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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 (TELEPHONE - 799-1579)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">91W496</div>	DATE RECEIVED <div style="font-size: 1.5em; font-family: cursive;">11-19-90</div>
B. DIVISION / UNIT Office of Finance and Program Management	RM CODE <div style="font-size: 1.5em; font-family: cursive;">26.03.05</div>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE <div style="font-size: 2em; font-family: cursive;">153</div>	LOCATION SECTIONS <div style="font-size: 2em; font-family: cursive;">12</div>
D. PHONE NO. 333-1447 Baltimore, Md. 21202	NO. OF CU. FT. 10	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)

1	R/W HISTORY FILE 3/88 PART #1	907-5	1/94
2	R/W HISTORY FILE 3/88 COMPLETE	907-5	1/94
3	R/W HISTORY FILE 6/88 COMP.	907-5	1/94
4	R/W HISTORY FILE 9/88 1 OF 2	907-5	1/94
5	R/W HISTORY FILE 9/88 2 OF 2	907-5	1/94
6	R/W HISTORY FILE 12/88 ONLY	907-5	1/94
7	R/W HISTORY FILE 12/88 ONLY	907-5	1/94
8	FIRST PROOF 1/88 1ST PART INC. TO 6/88 3RD PART COMP.	907-5	1/94
9	FIRST PROOF 7/88 1ST PART INC. TO 12/88 2ND PART COMP.	907-5	1/94
10	FAB 22 AND 30 1/86 TO 12/87 COMP.	907-5	1/94

Disposal
 2/10/94
 GFS

R-153

S-12

4 Empties

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W369	DATE RECEIVED 11-10-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 37	LOCATION SECTIONS 14
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 18	
e. AGENCY OFFICIAL <i>William R. Bunde</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 802427 TO 802826	884-1	01/94
2	VOUCHERS 802827 TO 803190	884-1	01/94
3	VOUCHERS 803191 TO 803560	884-1	01/94
4	VOUCHERS 803561 TO 803751	884-1	01/94
5	VOUCHERS 803752 TO 804041	884-1	01/94
6	VOUCHERS 804042 TO 804427	884-1	01/94
7	VOUCHERS 804428 TO 804757	884-1	01/94
8	VOUCHERS 804758 TO 805110	884-1	01/94
9	VOUCHERS 805111 TO 805403	884-1	01/94
10	VOUCHERS 805404 TO 805691	884-1	01/94
11	VOUCHERS 805692 TO 806004	884-1	01/94
12	VOUCHERS 806005 TO 806361	884-1	01/94
13	VOUCHERS 806362 TO 806663	884-1	01/94
14	VOUCHERS 806664 TO 806913	884-1	01/94
15	VOUCHERS 806914 TO 807207	884-1	01/94
16	VOUCHERS 807208 TO 807462	884-1	01/94
17	VOUCHERS 807463 TO 807721	884-1	01/94
18	VOUCHERS 807722 TO 808020	884-1	01/94

Disposal
5/23/94
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W444	DATE RECEIVED 12-8-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 37	LOCATION SECTIONS 4
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 7	
e. AGENCY OFFICIAL <i>William R. ...</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER <i>Paul C. Lamberson</i>	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 VOUCHER REGISTER JUNE 87 TO JULY 87 F/Y 88
- 2 AGENCY INTERFACE AUG 87 TO SEPT 87 F/Y/88
- 3 AGENCY INTERFACE SEPT 87 F/Y/88
- 4 MANUAL LIST APRIL TO AUG 87 F/Y/88
- 5 VOUCHER REGISTER AUG TO SEPT 87 F/Y/88
- 6 AGENCY INTERFACE JULY 87 F/Y/88
- 7 AGENCY INTERFACE JULY 87 TO AUG 87 F/Y/88

- 884-3 01/94
- 884-2 01/94
- 884-2 01/94
- 884-4 01/94
- 884-3 01/94
- 884-2 01/94
- 884-2 01/94

Disposal
5/23/94
SPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W463	DATE RECEIVED 12-14-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 26	LOCATION SECTIONS 2
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 2	
e. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
PHONE NO. 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	CREDIT CARDS 1987 & 1988
2	CREDIT CARDS 1987 & 1988

884-1	01/94
884-1	01/94

Disposal
5/20/94
gfs

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
89W417	VOUCHERS	884	1		16	1/94	RECYCLED
89W524	AGENCY INTERFACE	884	2,28		6		
89W542	EXPENSE ACCTS	884	5		4		
93W658	OBSLETE AUTH CARDS	731	2	1989-90	1		
93W672	VEHICLE, EQUIPMENT USAGE	1022	12,13	11/91	2		
87W925	PAYROLL JOURNALS	731	11,5	1986	12		
91W477	HISTORY FILE	907	5	FY 89	12		
90W871	PURCHASE ORDERS	1005	2,5,6	1989	11		
91W450	LEAVE ADJUSTMENT	731	18,23,24	1988-90	5		
93W356	PURCHASING	884	2	1989	1		


Signature

RECORDS CENTER MANAGER
Title

01/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W417	DATE RECEIVED 11-2-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 38	LOCATION SECTIONS 24
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 16	
e. AGENCY OFFICIAL <i>Cross E. Morgan</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 865662 TO 900350	884-1	01/94
2	VOUCHERS 900351 TO 900690	884-1	01/94
3	VOUCHERS 900691 TO 901133	884-1	01/94
4	VOUCHERS 901134 TO 901489	884-1	01/94
5	VOUCHERS 901490 TO 902006	884-1	01/94
6	VOUCHERS 902007 TO 902289	884-1	01/94
7	VOUCHERS 902290 TO 902611	884-1	01/94
8	VOUCHERS 902612 TO 902935	884-1	01/94
9	VOUCHERS 902936 TO 903215	884-1	01/94
10	VOUCHERS 903216 TO 903508	884-1	01/94
11	VOUCHERS 903509 TO 903829	884-1	01/94
12	VOUCHERS 903830 TO 904032	884-1	01/94
13	VOUCHERS 904033 TO 904326	884-1	01/94
14	VOUCHERS 904327 TO 904603	884-1	01/94
15	VOUCHERS 904604 TO 904890	884-1	01/94
16	VOUCHERS 904891 TO 905159	884-1	01/94

[Signature]
5-28-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W524		DATE RECEIVED 12-1-88	
b. AGENCY State Highway Administration		LOCATION RANGE 39		SECTIONS 9-10	
c. DIVISION UNIT Office of Finance & Program Management		NO. OF CU. FT. 6		RECORDS CENTER MANAGER	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- | | | | |
|-----|--------------------------------------|--------|-------|
| 1 ✓ | AGENCY INTERFACE 88-261 TO 88-0297 | 884-2 | 01/94 |
| 2 ✓ | AGENCY INTERFACE 88-171 TO 88-217 | 884-2 | 01/94 |
| 3 ✓ | AGENCY INTERFACE 88-220 TO 88-259 | 884-2 | 01/94 |
| 4 ✓ | AGENCY INTERFACE 88-0031 TO 88-0055 | 884-2 | 01/94 |
| 5 ✓ | SEC OFFICE VOUCHERS 180553 TO 181037 | 858-28 | 01/94 |
| 6 ✓ | ASST. SEC. 283086 TO 290331 | 858-28 | 01/94 |

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5-28-94

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W542	DATE RECEIVED 12-2-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 38	LOCATION SECTIONS 4
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL <i>[Signature]</i>		RECORDS CENTER MANAGER	
PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	EXPENSE ACCOUNTS 374445 TO 375968	884-5	01/94
2	EXPENSE ACCOUNTS 375969 TO 377414	884-5	01/94
3	EXPENSE ACCOUNTS 377415 TO 378819	884-5	01/94
4	EXPENSE ACCOUNTS 378820 TO 380184	884-5	01/94

Disposal
5/23/94
[Signature]

R-38

S-4

Box

1 - Missing

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W658		DATE RECEIVED 11-10-92
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 36	LOCATION 29	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓ | OBSLETE AUTH CARDS 89-90

| 731-2

| 1/94

CF
1-29-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W672	DATE RECEIVED 11-12-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35	LOCATION SECTIONS 16
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECOROS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VEHICLE USAGE RPTS 11/91	1022-12	1/94
2	EQUIPMENT USAGE RPTS 11/91	1022-13	1/94

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1-29-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 875, JESSUP, MD. 20794 (TELEPHONE - 798-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.02.01	ACCESSION NO. 26.0305		DATE REC'D 4-27-87
b) AGENCY State Highway Administration	LOCATION - RANGE 104	SECTION(S) 21	NO. OF CU. FT. 12
c) DIVISION/UNIT Office of Finance & Program Management	RECORDS CENTER MANAGER		
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette	PHONE NO. 659-1442		

3. BOX NUMBERS	6. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1. ✓	Gross & Deduction Journals 9/24/86 to 10/21/86	731-11	1-94
2. ✓	Payroll Journals CPB 6/17/86 to 7/15/86	"	"
3. ✓	Payroll Journals CPB 7/29/86 to 8/26/86	"	"
4. ✓	Gross & Deduction Journals 1986 Pay 14 & 15	"	"
5. ✓	Perm. & Temp. Inputs 1986 Pay 14 thru 16	731-5	"
6. ✓	Perm. & Temp. Inputs 1986 Pay 10 thru 13	"	"
7. ✓	Perm. & Temp. Inputs 1986 Pays 21, 22, 23	"	"
8. ✓	Gross & Deduction Journals 1986 Pays 19 & 20	731-11	"
9. ✓	Gross & Deduction Journals 10/22/86 to 11/18/86	"	"
10. ✓	Gross & Deduction Journals 1986 Pays 12 thru 13	"	"
11. ✓	Gross & Deduction Journals 1986 Pays 17 & 18	"	"
12. ✓	Payroll Journals CPB 9/9/86 to 10/7/86	"	"

2-19-94

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W477	DATE RECEIVED 11-9-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32	LOCATION SECTIONS 9
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 12	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	HISTORY FILE 6/88 #1 TO 6/88 #2	907-5	1/94
2 ✓	HISTORY FILE 6/88 COMP	907-5	1/94
3 ✓	HISTORY FILE 7/88 TO 8/88	907-5	1/94
4 ✓	HISTORY FILE 9/88 #1 TO 9/88 #2	907-5	1/94
5 ✓	HISTORY FILE 10/88 INC TO 10/88 COMP	907-5	1/94
6 ✓	HISTORY FILE 11/88 INC TO 11/88 COMP	907-5	1/94
7 ✓	HISTORY FILE 12/88 INC TO 12/88 COMP	907-5	1/94
8 ✓	HISTORY FILE 1/89 INC #1 TO 1/89 INC #2	907-5	1/94
9 ✓	HISTORY FILE 1/89 COMP TO 2/89 INC	907-5	1/94
10 ✓	HISTORY FILE 2/89 INC TO 3/89 INC	907-5	1/94
11 ✓	HISTORY FILE 3/89 COMP TO 4/89 INC	907-5	1/94
12 ✓	HISTORY FILE 4/89 COMP TO 5/89 INC	907-5	1/94

Disposal
2/18/94
gsp

R-32

S-9

1 Empty

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794.
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W871		DATE RECEIVED 2-14-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 32 SECTIONS 21-22		NO. OF CU. FT. 11	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS		3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	OPERATING S.S. DIST 7 TRAFFIC & LAB 11/01/89	1005-6	1/94
2	OPERATING S.S. DIST 1, 2, 3 11/01/89	1005-6	1/94
3	OPERATING S.S. DIST 4, 5, 6 11/01/89	1005-6	1/94
4	DIST MANAGERS REPORT ALL DIST 10/02/89	1005-6	1/94
5	DIST MANAGERS REPORT ALL DIST 11/01/89	1005-6	1/94
6	WITHDRAWAL ERROR LIST 10/01/89 TO 12/09/89	1005-2	1/94
7	WITHDRAWAL ACCEPTED 11/15/89 TO 12/09/89	1005-2	1/94
8	PURCHASE ORDERS ERRORS 9/89 TO 12/08/89	1005-5	1/94
9	RECEIVING DOCUMENTS ERROR LIST 7/89 TO 11/30/89	1005-5	1/94
10	NON CORRECTED ERROR LIST PURCHASE ORDERS & RECEIVING DOCUMENTS 11/01/89 TO 12/19/89	1005-5	1/94
11	OPERATING STOCK STATUS DIST 4, 5, 6, 7 10/02/89	1005-6	1/94

Disposal
2/18/94
[Signature]

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 916450	DATE RECEIVED 11-5-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 116	LOCATION SECTIONS 33
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 5	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	LEAVE ADJUSTMENTS IN R.C. AND ALPHA ORDER 84-90.5 01/01/88 TO 12/31/88	731-23	1/94
2	OBSLETE AUTHORIZATION CARDS 1987 & 1988	731-24	1/94
3	PRE 10 7/10/89 TO 1990	731-18	1/94
4	AUTHORATION TRANSMITTAL REPORTS 1986-1988	731-24	1/94
5	LEAVE ADJUSTMENTS IN R.C. & ALPHA ORDER 91.50 & 95.60 01/01/88 TO 12/31/88	731-23	1/94

3-5-94

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>93W356</i>	DATE RECEIVED <i>9-23-92</i>
B. DIVISION / UNIT Office of Finance and Program Management		RANGE <i>21</i>	RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS <i>6</i>	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | PURCHASING 1989 ✓

864-2

1/94

Disposal
3/15/94
gpg

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
91W155	FINAL VOUCHERS	731	1	1988	4	1/94	RECYCLED
88W413	VOUCHERS	884	1		24		
89W688	VENDOR PAYMENT	884	3	1988	3		
90W639	PHYSICAL INVENTORY	1005	6	11/88	1		
89W588	MANUAL VOUCHERS	858	30	1986	4		
87W251	COST ALLOCATION PLANS	858	5	FY 79-83	1		
88W125	TIME CARDS	731	20	1986	24		
90W32	TOLL FACILITIES	884	9	1987-88	1		
88W1247	VOUCHERS	884	1		23		
90W79	INVENTORY WITHDRAWLS	1005	1,2	1988	2		


signature

RECORDS CENTER MANAGER
Title

01/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W155	DATE RECEIVED 8-13-90		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 109	LOCATION SECTIONS 12	NO. OF CU. FT. 4	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	FINAL VOUCHERS CLEARED 08/18/88 TO 11/3/88	731-1	1/94
1	FINAL VOUCHERS CLEARED 08/18/88 TO 11/3/88	731-1	1/94
1	FINAL VOUCHERS CLEARED 08/18/88 TO 11/3/88	731-1	1/94
1	FINAL VOUCHERS CLEARED 08/18/88 TO 11/3/88	731-1	1/94

Handwritten signature and date: 3-5-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W413	DATE RECEIVED 12-3-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		LOCATION RANGE SECTIONS 104 32	NO. OF CU. FT. 24
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>Kellia R. Santel</i>		PHONE NO. 333-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 808021 TO 808271	884-1	01/94
2	VOUCHERS 808272 TO 808523	884-1	01/94
3	VOUCHERS 808524 TO 808765	884-1	01/94
4	VOUCHERS 808766 TO 809029	884-1	01/94
5	VOUCHERS 809030 TO 809325	884-1	01/94
6	VOUCHERS 809326 TO 809600	884-1	01/94
7	VOUCHERS 809601 TO 809931	884-1	01/94
8	VOUCHERS 809932 TO 810206	884-1	01/94
9	VOUCHERS 810207 TO 810517	884-1	01/94
10	VOUCHERS 810518 TO 810949	884-1	01/94
11	VOUCHERS 810950 TO 811242	884-1	01/94
12	VOUCHERS 811243 TO 811524	884-1	01/94
13	VOUCHERS 811525 TO 811790	884-1	01/94
14	VOUCHERS 811791 TO 812110	884-1	01/94
15	VOUCHERS 812111 TO 812417	884-1	01/94
16	VOUCHERS 812418 TO 812967	884-1	01/94
17	VOUCHERS 812968 TO 813215	884-1	01/94
18	VOUCHERS 813216 TO 813523	884-1	01/94
19	VOUCHERS 813524 TO 813936	884-1	01/94
20	VOUCHERS 813937 TO 814267	884-1	01/94
21	VOUCHERS 814268 TO 814578	884-1	01/94
22	VOUCHERS 814579 TO 814878	884-1	01/94
23	VOUCHERS 814879 TO 815119	884-1	01/94
24	VOUCHERS 815120 TO 815385	884-1	01/94

CS
2-19-94

R-104.

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(1) EMPTY SPACE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W688		DATE RECEIVED 1-10-89
b. AGENCY State Highway Administration		RANGE 106		NO. OF CO. FT. 3
c. DIVISION UNIT Office of Finance & Program Management		LOCATION SECTIONS 20		
d. MAILING ADDRESS 701 W. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICIAL 333-1447		PHONE NO. 333-1447		
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	AGENCY VENDOR PAYMENT RPT 9/30/88 TO 10/31/88	884-3	01/94
2	VENDOR PAYMENT DETAIL RPT A30485 06/01/88 TO 7/11/88	884-3	01/94
3	PAYMENT DETAIL RPT 1/30/88 THRU 10/88	884-3	01/94

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 2-19-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W 639		DATE RECEIVED 12-15-89	
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 141		RM CODE 26-03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 12		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES PHYSICAL INVENTORY 11/88	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		1005-6 1/94	

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4-294

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W588	DATE RECEIVED 12-13-88
b. AGENCY State Highway Administration		RANGE LOCATION SECTIONS 108 20	NO. OF CO. FT. 4
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGED	
e. AGENCY OFFICIAL <i>[Signature]</i> PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	ASST SEC 290332 TO 290730	858-30	01/94
2 ✓	RAILROAD 381652 TO 390393	858-30	01/94
3 ✓	DOT MANUAL VOUCHERS DOT VOUCHERS 1986 1988 4810976 TO 4811426	858-30	01/94
4 ✓	DOT SEC 181601 TO 190309	858-30	01/94

[Signature]
3-5-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 87, ANNAPOLIS, MD. 21404 (TELEPHONE - 410-326-1070)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		2. AGENCY NO. 87W251		3. DATE RECEIVED 10-2-86	
4. AGENCY State Highway Administration				5. LOCATION - RANGE 20		6. EXTENSION 21	
7. DIVISION/UNIT Office of Finance & Program Mgmt.				8. NO. OF CU. FT. 1			
9. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				10. RECORDS SECTION NUMBER			
11. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		12. PHONE NO. 659-1442		13. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

14. BOX NUMBER	15. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	16. DISPOSAL AUTHORITY (AGENCY, ITEM NO., DISPOSAL DATE)
1 ✓	Indirect Cost Allocation Plans (TSO, OAS, SKA) Fiscal Years 79, 80, 81, 83	Jan. 1994 858-5 12-93 <u>Disposal</u> 3/15/94 JRS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 789-1279)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 26.03.05	ACCESSION NO. 88W125	DATE REC'D 8-20-87
b) AGENCY State Highway Administration		
c) DIVISION/UNIT Office of Finance & Program Management	LOCATION - RANGE 107	SECTION(S) 31
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202	NO. OF CU. FT. 24	
e) AGENCY OFFICIAL William R. Burdette William R. Burdette	PHONE NO. 659-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 24 11-5-86 to 11-18-86	10-62 731-20 1-94
2	" " " " " " " " " " "	63-73 " "
3	" " " " " " " " " " "	74-84 " "
4	" " " " " " " " " " "	85-90.4 " "
5	" " " " " " " " " " "	90.5-94 " "
6	" " " " " " " " " " "	95-61.8 " "
7	" " Pay 25 11-19-86 to 12-2-86	10-62 " "
8	" " " " " " " " " " "	63-13 " "
9	" " " " " " " " " " "	74-84 " "
10	" " " " " " " " " " "	85-90.4 " "
11	" " " " " " " " " " "	90.5-94 " "
12	" " " " " " " " " " "	95-61.8 " "
13	" " Pay 26 12-3-86 to 12-26-86	10-62 " "
14	" " " " " " " " " " "	63-73 " "
15	" " " " " " " " " " "	74-84 " "
16	" " " " " " " " " " "	85-90.4 " "
17	" " " " " " " " " " "	90.5-94 " "
18	" " " " " " " " " " "	95-61.8 " "
19	" " Pay 1 12-27-86 to 12-30-86	10-62 " "
20	" " " " " " " " " " "	63-73 " "
21	" " " " " " " " " " "	74-84 " "
22	" " " " " " " " " " "	85-90.4 " "
23	" " " " " " " " " " "	90.5-94 " "
24	" " " " " " " " " " "	95-61.8 " "

Disposal
 3/3/94
[Signature]

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W32	DATE RECEIVED 7-14-89
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 107 North Calvert Street Baltimore, Md. 21202		RANGE 117	LOCATION SECTIONS 13
D. POONE NO. 333-104T Baltimore, Md. 21202		NO. OF CO. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGED	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | ECPENSE DUMP 85 TOLL FACILITES 87/88

| 884-9

1/94

CA
3-19-94

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W79		DATE RECEIVED 7-27-89
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 118		RM CODE 26.03.05
C. MAILING ADDRESS 100 North Calvert Street Baltimore, Md 21202		LOCATION 118	SECTIONS 35	NO. OF CO. IT 2
D. PHONE NO. 333-1442 Baltimore, Md. 21202		RECORDS CENTER MANAGED		
E. AGENCY OFFICIAL <i>Jesse I. Morgan</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. DATE NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓ WEEKLY PETROLEUM RECONCILIATION 1988
 2 ✓ INVENTORY WITHDRAWALS 1988

1005-1 1/94
 1005-2 1/94

CF
 319-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date's of Disposal	Method of Disposal
89W593	DAILY INPUTS	1005	2,6	1988	33	1/94	RECYCLED
89W587	COMP DETAIL	731	22	1988	1		
88W471	TIME CARDS	731	20	1986	1		
91W259	FEDERAL BILLING	858	14,16	FY 90	3		
93W1553	CASH RECEIPTS BACK-UPS	799	2	FY 90	4		
89W860	WITHDRAWALS, STOCK STATUS	1005	2,6,7	1988	9		
90W1133	REQUISITION & PURCHASE	885	2	FY 88	2		
92W434	GENERAL REPORT	858	16	FY 90	2		
90W1134	EXTERNAL AUDITS	1168	1		2		


SIGNATURE

RECORDS CENTER MANAGER
Title

01/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W593	DATE RECEIVED 12-14-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 122	LOCATION SECTIONS 21
d. MAILING ADDRESS 787 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 34 33	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
f. BOX NUMBERS		g. DISPOSITION AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

1 ✓	WITHDRAWALS 12/17/87 TO 07/88	1005-2	01/94
2 ✓	D.M. OPERATING 10/03/88	1005-6	01/94
3 ✓	D.M. OPERATING 09/14/88	1005-6	01/94
4 ✓	DAILY INPUTS 11/16/88	1005-6	01/94
5 ✓	DAILY REMOTE OUTPUT 11/30/88 TO 12/1/88	1005-6	01/94
6 ✓	OPERATING R.C. 10.30 - 10.44 10/3/88	1005-6	01/94
7 ✓	OPERATING R.C. 10.01 - 10.29 10/03/88	1005-6	01/94
8 ✓	OPERATING R.C. 10.01 - 10.99 10/03/88 <i>Net Sending Bx #8</i>	1005-6	01/94
9 ✓	DAILY REMOTE OUTPUT 10/20/88	1005-6	01/94
10 ✓	DAILY INPUTS 11/10/88	1005-6	01/94
11 ✓	DAILY REMOTE OUTPUT 10/08/88	1005-6	01/94
12 ✓	DAILY INPUTS 10/21/88	1005-6	01/94
13 ✓	DAILY INPUTS 10/31/88	1005-6	01/94
14 ✓	DAILY REMOTE OUTPUT 10/14/88	1005-6	01/94
15 ✓	W/D ACCEPTED LIST 11/01/88	1005-6	01/94
16 ✓	DAILY REMOTE OUTPUT 09/25/88 TO 09/29/88	1005-6	01/94
17 ✓	DAILY REMOTE OUTPUT 09/30/88	1005-6	01/94
18 ✓	WITHDRAWALS 12/87 - 01/88	1005-6	01/94
19 ✓	OPERATING R.C. 10.45 - 10.69 10/03/88	1005-6	01/94
20 ✓	D.M. OPERATING R.C. 10.01 - 10.99 11/01/88	1005-6	01/94
21 ✓	DAILY REMOTE OUTPUT 11/09/88	1005-6	01/94
22 ✓	OPERATING R.C. 10.51 - 10.69 11/01/88	1005-6	01/94
23 ✓	DAILY INPUTS 09/16/88 TO 09/20/88	1005-6	01/94
24 ✓	DAILY PETROLEUM DIST 7 R.C. 10.65 - 10.70 - 71 - 74 06/88 TO 10/88	1005-6	01/94
	DAILY GAS TICKETS DIST 6		
25 ✓	OPERATING R.C. 10.70 TO 10.99 10/03/88	1005-6	01/94
26 ✓	DAILY REMOTE OUTPUT 10/04/88	1005-6	01/94
27 ✓	DAILY INPUTS 08/24/88	1005-6	01/94
28 ✓	DAILY INPUTS 09/21/88 TO 09/24/88	1005-6	01/94
29 ✓	DAILY REMOTE OUTPUT 11/01/88	1005-6	01/94
30 ✓	OPERATING 10.70 - 10.99 11/01/88	1005-6	01/94
31 ✓	OPERATING 10.01 - 10.29 11/01/88	1005-6	01/94
32 ✓	OPERATING 10.30 - 10.45 11/01/88	1005-6	01/94
33 ✓	TRANSACTION REPORT 10.01 - 10.99 11/88	1005-6	01/94
34	DAILY REMOTE OUTPUT 11/22/88	1005-6	1/94

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 319-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W587	DATE RECEIVED 12-13-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 122	LOCATION SECTIONS 30
d. MAILING ADDRESS 701 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 1	
e. AGENCY OFFICIAL <i>Wascyzy</i>		PHONE NO. 333-1447	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	

12 | BIWEEKLY COMP DETAIL PAY 25 1987 THRU PAY 10 1988

731-22

01/94

CF
3-19-94

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W471	DATE RECEIVED 12-11-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 18	LOCATION SECTIONS 12
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>William R. ...</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES YELLOW COPIES OF TIME CARDS PAY 1 1986 TO PAY 13 1986	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 731-20 01/94	

Disposal
3/14/94
GR

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W259	DATE RECEIVED 9-25-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 37	LOCATION SECTIONS 30
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	FEDERAL BILLING UMTA F/Y 90	858-14	1/94
2 ✓	GENERAL LEDGER 11/1 TD 11/30/89 TSD, OAS, SRA, DSR, TRS, DASM 30691, 3092, 30695, 30003 REPORT	858-16	1/94
3 ✓	FEDERAL BILLING SECTION 5 & 9 PART 1 & 2 <i>FY 1990</i>	858-14	1/94

Disposal
5/23/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1553		DATE RECEIVED 5-13-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 52	LOCATION SECTIONS 30	NO. OF CU. FT. * 4
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓	CASH RECEIPTS BACK-UPS & CHECK COPIES 11/90 TO 12/90	799-2	1/94
2 ✓	CASH RECEIPTS BACK-UPS & CHECK COPIES 09/90 TO 10/90	799-2	1/94
3 ✓	CASH RECEIPTS BACK-UPS & CHECK COPIES 07/90 TO 08/90	799-2	1/94
4 X	CASH RECEIPTS BACK-UPS & CHECK COPIES	799-2	1/94
5 ✓	DELIVERY RECEIPTS 1990	799-2	1/94

Disposal
1/27/94
SPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W860	DATE RECEIVED 2-24-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 27	LOCATION SECTIONS 12
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 9	
e. AGENCY OFFICIAL <i>Masungys</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	WITHDRAWALS 1/88 TO 12/88	1005-2	01/94
2 ✓	REMOTE DAILY OUTPUT SEPT. 8, 1988	1005-2	01/94
3 ✓	R.C. TRANSACTION RPT 11/30/88	1005-2	01/94
4 ✓	INVENTORIES 1987 10/21/88	1005-6	01/94
5 ✓	OPERATING STOCK STATUS 11/30/88 10.30 - 10.45	1005-6	01/94
6 ✓	OPERATING STOCK STATUS 11/30/88 10.51 - 10.69	1005-6	01/94
7 ✓	OPERATING STOCK STATUS 11/30/88 10.70 - 10.99	1005-6	01/94
8 ✓	OPERATING STOCK STATUS 11/30/88 10.01 - 10.29	1005-6	01/94
9 ✓	D.M. OPERATING STOCK STATUS 11/30/88 10.01-10.99	1005-7	01/94

Disposal
5/23/94
ggs

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W1133	DATE RECEIVED 4-17-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 40	LOCATION SECTIONS 4
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	CLOSED REQUISITION AND PURCHASE ORDERS F/Y 88	885-2	1/94
2	CLOSED REQUISITION AND PURCHASE ORDERS F/Y 88	885-2	1/94

OT
5-28-94

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>92W434</i>		DATE RECEIVED <i>10-25-91</i>	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>37</i>	LOCATION <i>23</i>	NO. OF CU. FT. <i>2</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 ✓ GENERAL REPORT REPORT ALL AGENCY 8/01/90 TO 8/31/90
2 ✓ GENERAL REPORT REPORT ALL AGENCY 10/01/90 TO 10/31/90

858-16 1/94
 858-16 1/94

Disposal

5/23/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W1134	DATE RECEIVED 4-17-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 410	LOCATION SECTIONS 41
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	EXTERNAL AUDITS CHEMUNG CONTRACTING	1168-1	1/94
2	EXTERNAL AUDITS HIGHWAY SAFETY AUDITS	1168-1	1/94

CF
528-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
89W1001	WITHDRAWL TKTS	1005	1-3,5,6	1988	14	1/94	RECYCLED
93W1557	PERM & TEMP INPUTS	731	5	1991	1		
89W258	VOUCHER	884	2,3	1983-84	10		
88W275	VOUCHERS	884	1		8		
88W826	EXPENSE ACCTS	884	5		4		
88W836	VOUCHERS	884	1		20		
88W837	VOUCHERS	881	1		1		
91W1138	VEHICLE & EQUIPMENT USAGE	1022	12,13	1990	9		
92W193	MANUAL BLOCK CONTROLS	731	17	1989-90	3		
91W1139	VEHICLE & EQUIPMENT EDITS	1022	14	1990	1		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 26.03.05		ACCESSION NO. 89W1001	DATE RECEIVED 4-4-89
2. AGENCY State Highway Administration			
3. DIVISION UNIT Office of Finance & Program Management		RANGE 38	LOCATION SECTIONS 17
4. MAILING ADDRESS 207 W. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 14	
5. AGENCY OFFICIAL <i>[Signature]</i>		RECORDS CENTER MANAGER	
PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	WITHDRAWLS 1/88 TO 9/10/88	1005-2	1-94
2 ✓	WITHDRAWLS 1/3/88 TO 9/88	1005-2	1-94
3 ✓	OPERATING STK STATUS 10.94 + 10.95 TRAF DIST 7 10.01, 10.80 84, 85, 86	1005-6	1-94
4 ✓	OPERATING STK STATUS DIST 4, 5, 6, 12/88	1005-6	1-94
5 ✓	PETROLEUM TKTS DIST 4 + 5 87/88 TO 9/10/88	1005-1	1-94
6 ✓	WITHDRAWL TKTS 1/2/88 TO 9/88	1005-2	1-94
7 ✓	WITHDRAWL TKTS 1/2/88 TO 9/88	1005-2	1-94
8 ✓	WITHDRAWL TKTS 1/3/88 TO 9/88	1005-2	1-94
9 ✓	STATIONARY REQUISITIONS 12/87 TO 12/88	1005-3	1-94
10 ✓	PETROLEUM TKTS RC 73-10.80 2/88 TO 11/88	1005-1	1-94
11 ✓	PETROLEUM TKTS DIST 6 + 7 10.62-10.70 1/86-10/88	1005-1	1-94
12 ✓	PETROLEUM TKTS DIST 3 + 4 88 TO 9/88	1005-1	1-94
13 ✓	PETROLEUM TKTS DIST 1 + 2 6/88 TO 9/88	1005-1	1-94
14 ✓	PETROLEUM TKTS 71.83 TO 10.86 DIST 5 10.51-57 1/88 TO 10/88	1005-1	1-94

[Signature]
5-28-94

R-38

S-17

2 Empty

S-17

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W1557		DATE RECEIVED 5-14-93
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 26	LOCATION SECTIONS 31	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | PERM & TEMP INPUTS ADJUSTMENTS 1991 PAY 5 - 11

| 731-5

1/94

Dropout
5/20/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W258	DATE RECEIVED 9-7-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		5 RANGE LOCATION SECTIONS 32	NO. OF CU. FT. 10
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHER REG. APR. 1986 EXP. REG. 1983 - 1984	884-3	01-94
2	VOUCHER REG. 88-358 TO 88-450	884-3	01-94
3	VOUCHER REG. 88-321 TO 88-374	884-3	01-94
4	AGENCY INTERFACE 88-379 TO 88-420	884-2	01-94
5	AGENCY INTERFACE 88-422 TO 88-450	884-2	01-94
6	AGENCY INTERFACE 88-358 TO 88-450-513	884-2	01-94
7	AGENCY INTERFACE 88-0115 TO 88-0169	884-2	01-94
8	AGENCY INTERFACE 88-0299 TO 88-0328	884-2	01-94
9	AGENCY INTERFACE 88-0330 TO 88-0357	884-2	01-94
10	AGENCY INTERFACE 88-0452 TO 88-0489	884-2	01-94

Disposal
1/11/94
JPS

11/94
12/94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W275	DATE RECEIVED 10-15-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 6	LOCATION SECTIONS 24
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 8	
e. AGENCY OFFICIAL <i>William R. Burdette</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	Vouchers 755122 to 800098
2	Vouchers 800099 to 800412
3	Vouchers 800413 to 800833
4	Vouchers 800834 to 801172
5	Vouchers 801173 to 801493
6	Vouchers 801494 to 801777
7	Vouchers 801778 to 802067
8	Vouchers 802068 to 802426

884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94
884-1	01-94

Disposed
1/10/94
JPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W826	DATE RECEIVED 3-2-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 32	LOCATION SECTIONS 7-A
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL <i>William R. Burkett</i>		PHONE NO. 333-1442	
		RECORDE CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	EXPENSE ACCOUNTS 362728 TO 364078	884-5	01/94
2	EXPENSE ACCOUNTS 364079 TO 365415	884-5	01/94
3	EXPENSE ACCOUNTS 365416 TO 366702	884-5	01/94
4	EXPENSE ACCOUNTS 366703 TO 367797	884-5	01/94

Disposal
1/11/94
SPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W836		DATE RECEIVED 3-9-88
b. AGENCY State Highway Administration		LOCATION RANGE SECTION 33 32		NO. OF CO. FT. 20
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
e. AGENCY OFFICIAL <i>William R. Burdette</i>		PHONE NO. 333-1442		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS 822116 TO 822424	884-1	01/94
2	VOUCHERS 822425 TO 822711	884-1	01/94
3	VOUCHERS 822712 TO 822994	884-1	01/94
4	VOUCHERS 822995 TO 823316	884-1	01/94
5	VOUCHERS 823317 TO 823645	884-1	01/94
6	VOUCHERS 823646 TO 823993	884-1	01/94
7	VOUCHERS 823994 TO 824263 824263	884-1	01/94
8	VOUCHERS 824264 TO 824567	884-1	01/94
9	VOUCHERS 824568 TO 824883	884-1	01/94
10	VOUCHERS 824884 TO 825119	884-1	01/94
11	VOUCHERS 825120 TO 825424	884-1	01/94
12	VOUCHERS 825425 TO 825732	884-1	01/94
13	VOUCHERS 825733 TO 826016	884-1	01/94
14	VOUCHERS 826017 TO 826333	884-1	01/94
15	VOUCHERS 826334 TO 826593	884-1	01/94
16	VOUCHERS 826594 TO 826923	884-1	01/94
17	VOUCHERS 826924 TO 827231	884-1	01/94
18	VOUCHERS 827232 TO 827564	884-1	01/94
19	VOUCHERS 827565 TO 827795	884-1	01/94
20	VOUCHERS 827796 TO 828065	884-1	01/94

Disposal
1/11/94
JPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W837	DATE RECEIVED 3-9-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 1	LOCATION SECTIONS 9
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>William R. Bennett</i>		PHONE NO. 333-1442	
		RECORDED CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | VOUCHERS 812761 TO 812834

| 881-1

| 01/94

Disposal
1/10/94
SPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W1138		DATE RECEIVED 4-15-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 36	LOCATION SECTIONS 29	NO. OF CU. FT. 9	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VEHICLE USAGE RPTS 7/90 TO 8/90	1022-12	1/94
2	VEHICLE USAGE RPTS SEPT 90	1022-12	1/94
3	VEHICLE USAGE RPTS OCT 90	1022-12	1/94
4	VEHICLE USAGE RPTS NOV 90	1022-12	1/94
5	EQUIPMENT USAGE RPTS JULY 90	1022-13	1/94
6	EQUIPMENT USAGE RPTS AUG 90	1022-13	1/94
7	EQUIPMENT USAGE RPTS SEPT 90	1022-13	1/94
8	EQUIPMENT USAGE RPTS OCT 90	1022-13	1/94
9	EQUIPMENT USAGE RPTS NOV 90	1022-13	1/94

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 1-29-94

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W193	DATE RECEIVED 8-23-91		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32	LOCATION 23	SECTIONS 23	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	MANUAL BLOCK CONROLS 1989 & 1990	731-17	1/94
2	COMPUTER BLOCK CONTROLS 1989 & 1990	731-17	1/94
3	SUBSIDIES 1990	731-17	1/94

Disposal
2/18/94
JPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W1139		DATE RECEIVED 4-15-91	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 35	LOCATION 12	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | VEHICLE & EQUIPMENT EDITS APRIL-NOV 90

1022-14 | 1/94

CA
1-29-94

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE & PROGRAM MGMT
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
88W839	VOUCHERS	858	28		14	1/94	RECYCLED
89W354	CPB JOURNALS	731	11	1987	5		
85W575	JOURNAL ENTRIES	858	13,3	FY 80-83	4		
91W54	PAYROLL JOURNALS	731	11	1989-90	20		
89W126	DAILY OUTPUTS, PURCHASES	1005	6	1987-88	35		
87W1123	TIME CARDS	731	20	1986	30		
87W957	TIME CARDS	731	20	1986	30		
91W895	TIME CARDS/LEAVE MISC.	731	23	1985-87	1		
93W843	EXPENDITURE RECONCILIATION	858	19	FY 88-90	1		
91W192	OVERHEAD TOTALS	1022	11	1988-89	1		
89W859	DR. CERTIFICATES	731	23	1988	4		


Signature

RECORDS CENTER MANAGER
Title

01/25/94
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W839	DATE RECEIVED 3-9-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 13	LOCATION SECTIONS 35
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 14	
e. AGENCY OFFICIAL <i>Killian R. Boudette</i>		PHONE NO. 333-1442	RECORDS CENTER MANAGER
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	
1 ✓	SEC. VOUCHERS 180006 TO 180530	858-28	01/94
2 ✓	ASST SEC VOUCHERS 280006 TO 280468	858-28	01/94
3 ✓	ASST SEC VOUCHERS 280469 TO 280846	858-28	01/94
4 ✓	ASST SEC VOUCHERS 280853 TO 281247	858-28	01/94
5 ✓	ASST SEC VOUCHERS 281248 TO 281690	858-28	01/94
6 ✓	RAILROAD VOUCHERS 370478 TO 371147	858-28	01/94
7 ✓	RAILROAD VOUCHERS 380006 TO 381009	858-28	01/94
8 ✓	SEC VOUCHERS 170875 TO 171212	858-28	01/94
9 ✓	SEC VOUCHERS 171213 TO 171506	858-28	01/94
10 ✓	SEC VOUCHERS 171513 TO 171673	858-28	01/94
11 ✓	ASST SEC VOUCHERS 272355 TO 272642	858-28	01/94
12 ✓	ASST SEC VOUCHERS 272099 TO 272348	858-28	01/94
13 ✓	ASST SEC VOUCHERS 271832 TO 272098	858-28	01/94
14 ✓	ASST. SEC VOUCHERS 271540 TO 271831	858-28	01/94

Disposal
1/11/94
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, BLESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W354	DATE RECEIVED 10-6-88
b. AGENCY State Highway Administration		LOCATION RANGE SECTIONS 18 31	NO. OF CU. FT. 5
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	C.P.B. Journals 07/14/87 to 08/11/87	731-11	01/94
2 ✓	C.P.B. Journals 08/25/87 to 09/22/87	731-11	01/94
3 ✓	C.P.B. Journals 10/06/87 to 11/03/87	731-11	01/94
4 ✓	C.P.B. Journals 12/02/86 to 01/13/87	731-11	01/94
5 ✓	C.P.B. Journals 11/17/87 to 12/29/87	731-11	01/94

Disposal
1/11/94
eps

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a. AGENCY CODE <p style="font-size: 1.5em;">2902 26-03, 05</p>	ACCESSION NO. <p style="font-size: 2em;">85W575</p>	DATE RECEIVED <p style="font-size: 1.5em;">3-18-85</p>
b. AGENCY <p>State Highway Administration</p>	LOCATION RANGE <p style="font-size: 1.5em;">R13</p>	SECTIONS <p style="font-size: 1.5em;">315</p>
c. DIVISION/UNIT <p style="font-size: 1.5em;">OFFPM</p>	NO OF CU FT <p style="font-size: 2em;">4</p>	RECORDS CENTER MANAGER
d. MAILING ADDRESS <p>707 N. Calvert Street Baltimore, Md 21202</p>	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e. AGENCY OFFICIAL <p style="text-align: right;">PHONE NO 659-1442</p>		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)
1 ✓ 2 ✓ 3 ✓ 4 ✓	DOT Journal Entries FY 1983 July-Jan " " Feb-June DOT Posting + Maint Files June 82 to June 83 DOT Vendor Snapshot FY 80 to FY 83	858-13 12-93 " " " " 858-3 "
R13 515		Disposal 1/11/94 EJS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1579)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W54		DATE RECEIVED 7-30-90
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 3	LOCATION SECTIONS 29	NO. OF CU. FT. 20
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	PAYROLL JOURNALS 5/17/89 TO 5/30/89	731-11	7/98
2	PAYROLL JOURNALS 5/31/89 TO 6/13/89	731-11	7/98
3	PAYROLL JOURNALS 6/14/89 TO 6/27/89	731-11	7/98
4	PAYROLL JOURNALS 6/28/89 TO 7/11/89	731-11	7/98
5	PAYROLL JOURNALS 7/28/89 TO 8/08/89	731-11	7/98
6	PAYROLL JOURNALS 8/09/89 TO 8/22/89	731-11	7/98
7	PAYROLL JOURNALS 8/23/89 TO 9/05/89	731-11	7/98
8	PAYROLL JOURNALS 9/06/89 TO 9/19/89	731-11	7/98
9	PAYROLL JOURNALS 9/20/89 TO 10/03/89	731-11	7/98
10	PAYROLL JOURNALS 10/04/89 TO 10/17/89	731-11	7/98
11	PAYROLL JOURNALS 10/18/89 TO 10/31/89	731-11	7/98
12	PAYROLL JOURNALS 11/01/89 TO 11/14/89	731-11	7/98
13	PAYROLL JOURNALS 11/15/89 TO 11/28/89	731-11	7/98
14	PAYROLL JOURNALS 11/29/89 TO 12/12/89	731-11	7/98
15	PAYROLL JOURNALS 12/13/89 TO 12/26/89	731-11	7/98
16	PAYROLL JOURNALS 12/27/89 TO 01/09/90	731-11	7/98
17	PAYROLL JOURNALS 01/10/90 TO 01/23/90	731-11	7/98
18	PAYROLL JOURNALS 01/24/90 TO 02/06/90	731-11	7/98
19	PAYROLL JOURNALS 02/07/90 TO 02/20/90	731-11	7/98
20	PAYROLL JOURNALS 02/20/90 TO 03/06/90	731-11	7/98

1/94
Pero Jesse
SHA

Disposal
1/7/94
JPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO.	DATE RECEIVED
b. AGENCY State Highway Administration		89W126	7-29-88
c. DIVISION UNIT Office of Finance & Program Management		9 RANGE LOCATION SECTIONS 7-8	NO. OF CU. FT. 35
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>J. Kasuya</i>		PHONE NO. 333-1447	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	DAILY OUTPUTS 05-15-88	1005-6	01-94
2	DAILY OUTPUTS 05-23-88	1005-6	01-94
3	OPERATING RPTS 06-01-88	1005-6	01-94
4	DAILY INPUTS 06-09-88	1005-6	01-94
5	DAILY INPUTS 06-14-88	1005-6	01-94
6	DAILY INPUTS 06-17-88	1005-6	01-94
7	R.C. TRANSACTION RPTS R.C.10.01 TO 10.99 01-07-88	1005-6	01-94
8	OPERATING RPTS R.C. 10.25 TO 10.43 06-01-88	1005-6	01-94
9	OPERATING RPTS R.C. 10.01 TO 10.25 06-01-88	1005-6	01-94
10	DAILY INPUTS 06-13-88	1005-6	01-94
11	DAILY INPUTS 06-28-88	1005-6	01-94
12	DAILY INPUTS 07-01-88	1005-6	01-94
13	OPERATING RPTS R.C. 10.44 TO 10.71 06-01-88	1005-6	01-94
14	DAILY INPUTS 06-04-88	1005-6	01-94
15	DAILY INPUTS 06-21-88	1005-6	01-94
16	DAILY INPUTS 06-23-88	1005-6	01-94
17	DAILY INPUTS 07-06-88	1005-6	01-94
18	DAILY INPUTS 07-08-88	1005-6	01-94
19	DAILY INPUTS 05-26-88	1005-6	01-94
20	DAILY INPUTS 06-07-88	1005-6	01-94
21	PURCHASE ORDER 1986 & 1987	1005-6	01-94
22	PURCHASE ORDER 1986 & 1987	1005-6	01-94
23	DAILY INPUTS 07-12-88	1005-6	01-94
24	DAILY INPUTS 07-15-88	1005-6	01-94
25	R.C. TRANSACTION RPTS R.C.10.01 TO 10.99 06-01-88	1005-6	01-94
26	D.M. OPERATING RPTS R.C. 10.01 TO 10.99 06-01-88	1005-6	01-94
27	PURCHASE ORDER 1986 & 1987	1005-6	01-94
28	PETROLEUM TICKETS 1985 & 1987	1005-6	01-94
29	PETROLEUM TICKETS 1985 & 1987	1005-6	01-94
30	PETROLEUM TICKETS 1986 TO 1987 DIST 06	1005-6	01-94
31	PETROLEUM TICKETS 1985 TO 1987 DIST 07	1005-6	01-94
32	PETROLEUM TICKETS 1985 TO 1987	1005-6	01-94
33	D.M. OPERATING 04-29-88 R.C. 10.01 TO 10.99	1005-6	01-94
34	D.M. OPERATING 04-04-88	1005-6	01-94

Disposal
1/7/94
JSP

R-9

S-7-8

7 Empties

S-8

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 769-1276)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W1123	DATE REC'D 6-1-87
2. AGENCY State Highway Administration				LOCATION - FANES 7	NO. OF CU. FT. 30
3. DIVISION/UNIT Office of Finance & Program Management				SECTIONS 24	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 333-1442 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1.	Time Cards Pay 19 8/27/86 to 9/9/86	10-62 731-20 1-94
2.	" " " " " "	63-73 " "
3.	" " " " " "	74-84 " "
4.	" " " " " "	85-90.4 " "
5.	" " " " " "	90.5-94 " "
6.	" " " " " "	95-61.8 " "
7.	Time Cards Pay 20 9/10/86 to 9/23/86	10-62 " "
8.	" " " " " "	63-73 " "
9.	" " " " " "	74-84 " "
10.	" " " " " "	85-90.4 " "
11.	" " " " " "	90.5-94 " "
12.	" " " " " "	95-61.8 " "
13.	Time Cards Pay 21 9/24/86 to 10/7/86	10-62 " "
14.	" " " " " "	63-73 " "
15.	" " " " " "	74-84 " "
16.	" " " " " "	85-90.4 " "
17.	" " " " " "	90.5-94 " "
18.	" " " " " "	95-61.8 " "
19.	Time Cards Pay 22 10/8/86 to 10/21/86	10-62 " "
20.	" " " " " "	63-73 " "
21.	" " " " " "	74-84 " "
22.	" " " " " "	85-90.4 " "
23.	" " " " " "	90.5-94 " "
24.	" " " " " "	95-61.8 " "
25.	Time Cards Pay 23 10/22/86 to 11/4/86	10-62 " "
26.	" " " " " "	63-73 " "
27.	" " " " " "	74-84 " "
28.	" " " " " "	85-90.4 " "
29.	" " " " " "	90.5-94 " "
30.	" " " " " "	95-61.8 " "

Disposal
1/7/94
SPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 738-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 26.03.05		ACCESSION NO. 87W957	DATE REC'D 4-30-87
b) AGENCY State Highway Administration		LOCATION - RANGE SECTION 27 12	
c) DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT. 30	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL William R. Burdette		PHONE NO. 333 333 -1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Time Cards Pay 14 6/18/86 to 7/1/86 RC 10-62	731-20	1-94
2	" " " " " 63-73	"	"
3	" " " " " 74-84	"	"
4	" " " " " 85-90.4	"	"
5	" " " " " 90.5-94	"	"
6	" " " " " 95-61.8	"	"
7	Time Cards Pay 15 7/2/86 to 7/15/86 RC 10-62	"	"
8	" " " " " 63-73	"	"
9	" " " " " 74-84	"	"
10	" " " " " 85-90.4	"	"
11	" " " " " 90.5-94	"	"
12	" " " " " 95-61.8	"	"
13	Time Cards Pay 16 7/16/86 to 7/29/86 RC 10-62	"	"
14	" " " " " 63-73	"	"
15	" " " " " 74-84	"	"
16	" " " " " 85-90.4	"	"
17	" " " " " 90.5-94	"	"
18	" " " " " 95-61.8	"	"
19	Time Cards Pay 17 7/30/86 to 8/12/86 RC 10-62	"	"
20	" " " " " 63-73	"	"
21	" " " " " 74-84	"	"
22	" " " " " 85-90.4	"	"
23	" " " " " 90.5-94	"	"
24	" " " " " 95-61.8	"	"
25	Time Cards Pay 18 8/13/86 to 8/26/86 RC 10-62	"	"
26	" " " " " 63-73	"	"
27	" " " " " 74-84	"	"
28	" " " " " 85-90.4	"	"
29	" " " " " 90.5-94	"	"
30	" " " " " 95-61.8	"	"

Disposal records
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DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>QW895</i>		DATE RECEIVED <i>2-25-91</i>	
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE <i>26.03.05</i>			
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>33</i>	LOCATION <i>28</i>	SECTIONS <i>28</i>	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. <i>1</i>			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | MIS. REPORTS/TIME CARS LEAVE 1985-1987

731-23

1/94

Disposal
1/11/94
SPS

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W843		DATE RECEIVED 1-13-93	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 27 SECTIONS 5		NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | TSO, SRA, OAS, TRS, OSR, OASM, MSA/STARS EXPENDITURE RECONCILIATION FY 88-90

858-19 1/94

Disposal
1/11/94
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE -- 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W192	DATE RECEIVED 8-24-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 36	LOCATION SECTIONS 24
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ OVERHEAD TOTALS AUG 88 TO JULY 89

1022-11 1/94

CS
1-29-94

399

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 26.03.05		ACCESSION NO. 89W859		DATE RECEIVED 2-24-89	
2. AGENCY State Highway Administration		RANGE 33		LOCATION SECTIONS 3	
3. DIVISION UNIT Office of Finance & Program Management		NO. OF CO. FT. 4		RECORDS CENTER MANAGER	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		5. AGENCY OFFICIAL <i>Kasw...</i>		PHONE NO. 333-1447	
6. BOX NUMBERS		7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		8. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	DR. CERTIFICATES	RC 90.6-93.8	1988
2 ✓	DR. CERTIFICATES	RC 10-83	1988
3 ✓	DR. CERTIFICATES	RC 84-90.4	1988
4 ✓	DR. CERTIFICATES	RC 95-97.9	1988

731-23	01/94
731-23	01/94
731-23	01/94
731-23	01/94

Disposal
1/13/94
JPR

DEPARTMENT OF GENERAL SERVICES
 STATE RECORDS MANAGEMENT CENTER
 7275 WATERLOO ROAD (RTE 175)
 P.O. BOX 275
 JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE & PROGRAM MGMT
 DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W1408	VEHICLE & EQUIPMENT USAGE	1022	13,12	1990	3	1/94	RECYCLED
87W201	SUSPENSE LISTINGS	918	4,6,8	1984	3		


 Signature

RECORDS CENTER MANAGER
 Title

01/21/94
 Date

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W1408	DATE RECEIVED 6-2-92
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 33	LOCATION SECTIONS 28
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ EQUIPMENT USAGE REPORTS DEC 90
- 2 ✓ ~~EQUIPMENT~~ EQUIPMENT USAGE REPORTS DEC 90
- 3 ✓ EQUIPMENT USAGE REPORT

1022-15	1/94
1022-12	1/94

Disposal
 1/11/94
 JPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 703-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01 <i>26.03.05</i>		ADDITION NO. <i>87W201</i>	DATE REC'D <i>9-11-86</i>
2. AGENCY State Highway Administration		LOCATION RANGE <i>5</i>	NO. OF DU. PT. <i>3</i>
3. DIVISION/UNIT Office of Finance & Program Management		BOOKING <i>34</i>	RECORDS CENTER MANAGER
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 ✓	Suspense Listing (EVR-06) Oct. 84 to Dec. 84	918-4 <i>Jan. 1994</i> 12-93
2 ✓	Trial Balances July 84 to Dec. 84	918-6 12-93
3 ✓	Journal Entry Backups April 84 to July 84	918-8 12-93
		<i>Disposal</i> <i>1/10/94</i> <i>JSP</i>

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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.06

DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- HAULING PERMITS
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W1421	PINK COPIES	491A	2	1990	23	1/94	RECYCLED
93W455	PINK COPIES	491A	2	1991	47		


Signature

RECORDS CENTER MANAGER
Title

01/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION	ACCESSION NO. 92W1421	DATE REC'D 6-3-92
B. DIVISION/UNIT HAULING PERMITS	RM CODE 26-03-06	
C. MAILING ADDRESS 707 N. CALVERT STREET BALTIMORE, MARYLAND 21202	LOCATION RANGE SECTION(S) 103 / 1	NO. OF CU. FT. 23
D. PHONE NO. 410-333-1598	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Sandra Kneel	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PINK COPIES FROM JULY THRU DECEMBER 1990	Sch# 491 ^A Item #2
1	A.A. MOBILE MARKET TO CENTRAL MAINTENANCE CORP.	1996
2	CHAMBERLAIN CONTRACTORS TO JOHN DRIGGS (JULY THRU DEC)	1/94 2-19-94
3	E & S EXCAVATING INC. TO GREENWAY CORP.	
4	GROVE NORTH AMERICA TO THOMAS IACOBONI	
5	I.A. CONSTRUCTION TO MICHIGAN PERMIT SERVICE	
6	MICHIGAN PERMIT SVC (OCT THRU DEC) TO POTTS & CALLAHAN	
7	R & F METAL TO TIDEWATER EQUIPMENT	
8	H.A. TIMMLER & SON TO ZIEGENFUSS DRILLING INC.	
9	BUDS PERMIT SVC (JULY & AUG)	
10	BUDS PERMIT SVC (SEPT & OCT)	
11	BUDS PERMIT SVC (NOV & DEC) AND CUMMINS CASH (JULY)	
12	CUMMINS CASH (AUG TO OCT)	
13	CUMMINS CASH (NOV & DEC) AND DAILY EXPRESS (JULY TO OCT)	
14	DAILY EXPRESS (NOV & DEC) HOMERUN (JULY THRU DEC) MD PERMIT SVCS (JULY THRU OCT)	
15	MD PERMIT SVC (OCT TO DEC) AND NANTICOKE HOMES (JULY -OCT)	
16	NANTICOKE HOMES (NOV & DEC) & STATE PERMITS (JAN THRU MAR) TUI (JULY 1-13th)	
17	TUI (JULY 16-31st) & (AUG 1st - 31st)	
18	TUI (SEPT THRU OCT 19th.)	
19	TUI (OCT THRU DECEMBER 7th)	

CONTINUATION PAGE

RECORDS TRANSMITTAL AND RECEIPT

BOX NUMBERS

DESCRIPTION OF RECORDS

WITH INCLUSIVE DATES

BOX NUMBERS	DESCRIPTION OF RECORDS	WITH INCLUSIVE DATES
	PINK COPIES FROM JULY THRU DECEMBER 1990	
		SCH #491
		item #2
		1996
20	TUI (DEC 10th thru 31st) & TRANSCOM (JULY 2 thru AUG 17)	
21	TRANSCOM (AUG 20 THRU DEC. 31st) & XERO-FAX (JULY 2-16th)	
22	XERO-FAX(JULY 17th thru NOV. 30th)	
23	XERO-FAX (DEC 3rd THRU 31st) & COUNTY BLANKETS 1988 & 89 NO CHARGES 1988 & 89	
24	OVERDIMENSIONALS 1990 BIG MOVES	
25	OVERDIMENSIONALS 1990 BIG MOVES	


E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 93W455	DATE REC'D 10-7-92
B. DIVISION/UNIT HAULING PERMITS			RM CODE 26.03.06
C. MAILING ADDRESS OFFICE OF TRAFFIC & SAFETY 7491 CONNELLY DRIVE HANOVER, MARYLAND 21076		LOCATION RANGE 131 SECTION(S) 30-31	NO. OF CU. FT. 47
D. PHONE NO. (410) - 787-4082		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Sandra Kane 787-4082		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PINK COPIES FROM JULY THRU DECEMBER 1991	
1	A - DM	Sch #491 Item #2 1/1994  1-29-94
2	DIGGING & RIGGING	
3	HE - METTERX EXCAVATING	
4	MICHIGAN PERMIT - POTTS & CALLAHAN	
5	Q - WILLIAMS ENT.	
6	L.R. WILLSON - Z (ALL BLANKETS (MON/YEARLY)	
7	BUDS (SPECIALS) (JULY - SEPTEMBER 1991)	
8	BUDS (SPECIALS) (SEPT. - NOV. 1991)	
9	CCIS (SPECIALS))AUG. 1991) BUD'S (SEPCIALS) (DEC. 1991)	
10	CCIS PERMIT SERVICE (SEPT. 1991 - DEC. 1991)	
11	DAILY EXPRESS - STATE PERMIT SERVICE (JULY-DEC. 1991)	
12	NANTICOKE HOMES (JULY - DEC. 1991)	
13	TUI (JULY - AUG. 16, 1991)	
14	TUI (AUG. 19 - OCT 4, 1991)	
15	TUI (OCT. 7 - NOV. 1991)	
16	TUI (DEC 1991)	
17	MARYLAND (JULY - DEC. 1991)	
18	TRANSCOM (JULY - NOV. 15, 1991)	
19	TRANSCOM (NOV. 18 - DEC. 1991) XERO-FAX (JULY 1 - SEPT.1991)	
20	XERO-FAX (OCT. 1991 - DEC. 1991)	

RECORDS RETENTION AND DISPOSAL SCHEDULE
(CONTINUATION SHEET)

SCHEDULE
NO. # 491

PAGE
NO. 2

Item No.	Description	Retention
	GREEN 800K PERMITS 1988 THRU 1991	SOL # 491 Item # 2
21	SALISBURY 800K PERMITS & C.W. WRIGHT (1988 - 1990)	1994
22	GREENBELT & SALISBURY (88-91) GREEN BOOKS PERMITS (A - H)	
23	GREENBELT & SALISBURY GREEN BOOK PERMITS (J - Z)	
24	GREENBELT & SALISBURY GREEN 800K PERMITS, HOME RUN F.O. DAY, RENT A CRANE, STROHECKER, RELIABLE, STOCKETTS, FRS, RAY VEST, SILVER HILL	
25	1988 - 1989 LEDGERS I - Z - INDIVIDUAL COMPANIES	
26	1988 - 1989 LEDGERS A - H INDIVIDUAL COMPANIES (TUI, TRANSCOM, US FUNDS, XERO-FAX, LIBERTY, HOME RUN, MICHIGAN)	
27	PERMIT SERVICE LEDGERS (8UD'S, CARDINAL, COMCHEK, NANTICOKE, PERMIT EXPRESS, STATE TRANSCEIVER OF MARYLAND, CCIS, DAILY, FLEETLINE, FUNDS NET)	
28	FISCAL JOURNALS, BALTIMORE JOURNALS 1988 - 1989 JULY (1988) - MARCH (1989)	
29	BALTIMORE JOURNALS, APRIL - JUNE 1989, SALISBURY JULY - JUNE 1988 - 1989, GREENBELT JULY - JUNE 1988 - 1989	
30	CASH RECEIPTS JULY 1988 - JUNE 1989, CONTAINERIZED JOURNAL, MONTHLY REPORTS, MAPPER RUNS, ANNUAL REPORTS	
31	BALTIMORE JOURNALS JULY 1989 - MARCH 1990	
32	BALTIMORE JOURNALS APRIL - JUNE 1990, GREENBELT JOURNALS JULY 1989 - JUNE 1990, SALISBURY JOURNAL JULY 1989 - JUNE 1990.	
33	COMPANY LEDGERS JULY 1989 - JUNE 1990 (A - L)	
34	COMPANY LEDGERS JULY 1989 - JUNE 1990 (M - Z)	
35	PERMIT SERVICE LEDGERS JULY - DEC. 1989, JAN - MARCH 1990	
36	PERMIT SERVICE LEDGERS APRIL - JUNE 1990, CASH RECEIPTS JULY 1989 - JUNE 1990, CONTAINERIZED CARGO JOURNAL JULY 1989 - JUNE 1990, MONTHLY REPORTS JULY 1989, JUNE 1990.	

RECORDS RETENTION AND DISPOSAL SCHEDULE
(CONTINUATION SHEET)

SCHEDULE
NO. *491*

PAGE
NO. *3*

Item No.	Description	Retention
37	ANNUAL REPORTS JULY 1989 - JUNE 1990	<i>Sub # 491 Jan # 2</i>
38	PERMIT SERVICES LEDGERS - JULY 1990 - JUNE 1991 TUI, TRANSCOM, XERO-FAX, CUMMINS CASH, MARYLAND	<i>1994</i>
39	PERMIT SERVICE LEDGERS - JULY 1990 - JUNE 1991 BUDS, DAILY, FLEETLINE, HOME RUN, LIBERTY, MICHIGAN, NANTICOKE, PERMIT EXPRESS, STATE, COMPANY LEDGERS (A - K)	
40	COMPANY LEDGERS (L - Z), CONTAINERIZED CARGO JOURNAL OCT. - JULY 1991	
41	BALTIMORE JOURNAL JULY 1990 - MARCH 1991	
42	BALTIMORE JOURNAL - APRIL - JUNE 1991, GREENBELT JOURNAL - JULY 1990 - JUNE 1991, SALISBURY JOURNAL - JULY 1990, - JUNE 1991, CONTAINERIZED CARGO JULY - SEPTEMBER 1990.	
43	MONTHLY & ANNUAL REPORTS 1990 - 1991, CASH RECEPITS JOURNAL JULY 1990 - JUNE 1991	
44	CANCELLATIONS (1998 - 1990)	
45	BOOK PERMITS: ALBAN TRACTOR, GENSTAR STONE	
46	BOOKS PERMITS: GREENWAY CORP. - TIDEWATER EQUIP.	
47	GREENBELT BOOKS - (1988 - 1991) & NO CHARGE BLANKETS) 1990	

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.07

DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY ADMIN.- MATERIALS & RESEARCH
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
87W412	CONTRACTS	925	1	1986	1	1/94	RECYCLED
87W414	CONTRACTS	925	1		10		
87W415	CONTRACTS	925	1		1		
87W413	CONTRACTS	925	1		11		
87W416	CONTRACTS	925	1		6		
87W230	CONTRACTS	925	1		3		
87W231	CONTRACTS	925	1	1986	2		
87W232	CONTRACTS	925	1	1970-84	4		
87W240	CONTRACTS	925	1	1978-84	5		
87W292	CONTRACTS	925	1		8		


SIGNATURE

RECORDS CENTER MANAGER
Title

01/21/94
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 2902;7300</p> <p>2. AGENCY Maryland State Highway Administration</p> <p>3. DIVISION/UNIT Division of Materials and Research</p> <p>4. MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022</p> <p>5. AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584</p>	<p>AGENCY CODE: 26.03.07</p> <p>ACCESSION NO. 87W412</p> <p>DATE REC'D 11-18-86</p> <p>LOCATION - RANGE: 104</p> <p>SECTION(S): 4</p> <p>NO. OF CU. FT.: 1</p> <p>RECORDS CENTER MANAGER</p>	<p>NO. OF CU. FT. 1</p> <p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
<p>2. BOX NUMBERS 1229</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p> <p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>	<p>4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)</p> <p><i>Sch. 925 Item # 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994</i></p> <p style="text-align: right;"><i>[Signature]</i> 2-19-94</p>

COMPLETED FILE SCHEDULE 925 BOX 1229

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
SRA 168-1315-01 BW 801-851-212	9-29-86
CE 667-501-277	10-27-86
CE 676-501-277	9-10-86
CE 681-501-277	10-17-86
CE 684-501-277	10-14-86
CO 513-501-277	10-17-86
CO 515-501-277	10-17-86
K 403-501-277	10-10-86
T 353-501-277	10-17-86
T 354-501-277	10-15-86

87W412

R-104

S-4

Box-1-

RECEIVED

NOV 05 1986

RECORDS MANAGEMENT
DIVISION

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 2902;7300		26.03.07	ACCESSION NO. 87W414	DATE REC'D 11-18-86
2. AGENCY Maryland State Highway Administration				
3. DIVISION/UNIT Division of Materials and Research		LOCATION - RANGE 106	SECTION(S) 26	NO. OF CU. FT. 10
4. MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584		PHONE NO. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL)
1245 thru 1254	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch. 925 Item #1 Retain for seven years from date ser. to records center, then destroy. Jan. 1994 2-19-94

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 2902;7300 b) AGENCY Maryland State Highway Administration c) DIVISION / UNIT Division of Materials and Research d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022 e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584		26.03.07 87W415 LOCATION - RANGE 103 SECTIONS 30 NO. OF CU. FT. 1 RECORDS CENTER MANAGER	DATE REC'D 11-18-86
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D.)	
1255	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch. 925 Item # 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 CX 2-19-94	

87W 415

R-103

S-30

Box - 1 -

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20784 (TELEPHONE - 769-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 2902;7300	ACCESSION NO. 87W413	DATE REC'D 11-18-86
b) AGENCY Maryland State Highway Administration	LOCATION - RANGE 102	SECTION(S) 29
c) DIVISION/UNIT Division of Materials and Research	NO. OF CL. FT. 11	
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D.)
1234 thru 1244	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch. 925 Item # 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 CF 4-294

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 2902,7300</p> <p>2. AGENCY Maryland State Highway Administration</p> <p>3. DIVISION/UNIT Division of Materials and Research</p> <p>4. MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022</p> <p>5. AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584</p>	<p>AGENCY CODE: 26.03.07</p> <p>ACCESSION NO. 87W416</p> <p>LOCATION RANGE: 102</p> <p>SECTION(S): 24</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 11-18-86</p> <p>NO. OF CU. FT. 6</p> <p style="text-align: center;">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL D.)
<p>1260 thru 1265</p>	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>	<p>Sh. 925 Item #1</p> <p>Retain for seven years from date sent to records center, then destroy.</p> <p>Jan. 1994</p> <p style="text-align: right; font-size: 2em;"><i>[Signature]</i></p> <p style="text-align: right; font-size: 1.5em;">4-2-94</p>

RECORDS TRANSMITTAL AND RECEIPT

8/11/86

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 2902;7300	26.03.07	ACCESSION NO. 87W230	DATE REC'D 9-22-86
b) AGENCY Maryland State Highway Administration		LOCATION - RANGE 11	SECTION(S) 9 3 2
c) DIVISION/UNIT Division of Materials and Research		NO. OF CU. FT. 32	
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584		PHONE NO. 321-3584	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1168 thru 1169 1170 1170	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 - 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 Disposal 1/10/94 JPS

RECORDS TRANSMITTAL AND RECEIPT

RUTH

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 2902;7300	ACCESSION NO. 26.03.07 87W231	DATE REC'D 9-22-86
b) AGENCY Maryland State Highway Administration	LOCATION - RANGE N	SECTION(S) 9
c) DIVISION/UNIT Division of Materials and Research	NO. OF CU. FT. 2	
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022	RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DA
1227 thru 1228	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 #1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 <u>Disposal</u> 1/10/94 JPS

PLAIN UNLINED PAPER FOR CONTINUATION PAGES

COMPLETED FILE SCHEDULE 925 BOX 1228

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

CO 321-504-270

4-22-86

87 W 231

R 11

S 9

Boxes 1227-1228 (2)

RECORDS TRANSMITTAL AND RECEIPT

Received 6, 1986

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

using file # 26.03.07
8/25/86
E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 290273:00		26.03.07	ACCESSION NO. 87W232	DATE REC'D 9-22-86
b) AGENCY Maryland State Highway Administration				
c) DIVISION/UNIT Division of Materials and Research			LOCATION - RANGE 11	SECTIONS 9
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022				NO. OF CL. FT. 4
e) AGENCY OFFICIAL Betty Patterson, Service Specialist 321-3584		PHONE NO.	RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS 1230 thru 1233	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>		<p>925 #1</p> <p>Retain for seven years from date sent to records center, then destroy.</p> <p><i>Jan. 1994</i></p> <p><i>Disposal</i> <i>1/10/94</i> <i>ZPS</i></p>	

COMPLETED FILE SCHEDULE 925 BOX 1230

STORED IN HALL OF RECORDS

COMPLETED FILES

<u>FILE NAME</u>	<u>DATES</u>
Caltrider, Carroll E.	1970-1977
Carter, Clifford T.	1979-1981
Fleck, E.G.	1974-1978
Lins, William F., Jr.	1971-1979
McCarl, L.E. (5 Files)	1961-1976
Miscellaneous Correspondence	1964
Tate, A.W.	1973-1979

COMPLETED FILE SCHEDULE 925 BOX 1233

STORED IN HALL OF RECORDS

COMPLETED FILES

FILE NAME

DATES

Research-General

1972-1984

87 W 232

R11

S ~~10~~ 9

PAGES 1230-1233 (4)

6/16/86

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20784 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 290273.0		ACCESSION NO. 87W240	DATE REC'D 9-26-86
2. AGENCY Maryland State Highway Administration			
3. DIVISION/UNIT Office of Materials and Research		LOCATION RANGE 5	SECTION(S) 12
4. MAILING ADDRESS Room 130 Office of Materials and Research 2323 W. Joppa Rd., Brooklandville, Md. 21022		NO. OF CU. FT. 5	
5. AGENCY OFFICIAL BETTY PATTERSON 321-3584 321-3581 or 321-3582		PHONE NO. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

~~Frances Clemens, Chief, Administrative Section~~

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1216 thru 1220	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch # 925 Item # 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 Disposal 1/10/94 eps

COMPLETED FILE SCHEDULE 925 BOX 1216

STORED IN HALL OF RECORDS
1986

CHEMICAL LAB WORKBOOKS AND INTRA-LABORATORY TEST COORDINATION
RESULTS FOR BRIDGE DECK CHLORIDES (1978-1985).

COMPLETED FILE SCHEDULE 925 BOX 1220

STORED IN HALL OF RECORDS
1986

INTRA-LABORATORY TEST COORDINATION RESULTS (1980-1984) AND WITHDRAWAL
AUTHORIZATIONS (1978-1981).

87W240

R-205

S-1812

Pages 1716-1720 (5)

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. a) AGENCY CODE <i>13:00 2902 26.03.07</i>		b) ACCESSION NO. <i>87W292</i>	c) DATE REC'D <i>10-9-86</i>
b) AGENCY Maryland State Highway Administration			
c) DIVISION/UNIT Division of Materials and Research		LOCATION - RANGE <i>5</i>	SECTION(S) <i>24</i>
d) MAILING ADDRESS 2323 West Joppa Road Brooklandville, MD 21022		NO. OF CU. FT. <i>8</i>	
e) AGENCY OFFICIAL <i>Betty Patterson</i> Betty Patterson, Service Specialist 321-3584		PHONE NO. 321-3584	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1202 thru 1209	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	<i>Sch. # 925 Item # 1 Retain for seven years from date sent to records center, then destroy. Jan. 1994 <u>Disposal</u> 1/10/94 LPS</i>

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
91W1137	EQUIPMENT USAGE	1022	14	FY 89	1	1/93	RECYLED
87W1150	TIME CARDS, LEAVES	731	10,23,25	1985	5		
84W803	MANUALS	858	28	1984	1		
89W1054	PURCHASE ORDER	885	2	1987	1		
89W608	ALPH PAYMENTS	884	2	FY 86-87	1		
88W174	MANUAL LIST	884	4	1987	1		
88W466	EXPENSE STATEMENTS	884	5		3		
87W669	REMOTE DAILY OUTPUT	1005	2,6	1986	10		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

2/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>Q1W1137</i>		DATE RECEIVED <i>4-15-91</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>35</i>	LOCATION SECTIONS <i>21</i>	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE).		

1. | EQUIPMENT USAGE EDITS 7/88 TO 7/89

| 1022-14 | 1/93

1/11/93
GRV

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 768-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		ACQUISITION NO. 26.03.05		DATE REC'D 87W1150 6-12-87	
2. AGENCY State Highway Administration		LOCATION - RANGE 38		SECTIONS 30	
3. DIVISION / UNIT Office of Finance & Program Management		NO. OF CU. FT. 5		RECORDS CENTER MANAGER	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 659-1442	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Yellow Copies of Time Cards Pay 14 to Pay 26 1985	731-10	1-93
2	Employees Leave Record in R.C. and Alpha Order R.C. 84 thru Port Auth. 1/1/85 to 12/31/85	731-23	1-93
3	Employees Leave Record in R.C. and Alpha Order 10.0 thru 83.0 1/1/85 to 12/31/85	731-23	1-93
4	Leave Adjustments in R.C. and Alpha Order R.C. 10.0 thru 82.0 1985	731-25	1-93
5	Leave Adjustments R.C. 83.0 thru 90.7 1985	731-25	1-93

Disposal
1/23/93
P.L.

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F

RECORDS TRANSMITTAL
AND RECEIPT

Complete at State Records Center

Accession No. 84W803	Date Received 6-4-84 ✓
--------------------------------	----------------------------------

From: (Name, Division, Address or Agency)
State Highway Administration
707 N. Calvert Street

Signature

Title

Building and Room

200

3. Phone

659-1442

4. To: State Records Center

Waterlou

Signature: (Agency Official)

William A. Bennett

6. No. of Cu.Ft.

1

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-38 S-28	1.	Manuals July 84 - Oct. 84	858-28 12-94 1/93 Disposal 1/23/93 PK

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1054	DATE RECEIVED 4-13-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 103	LOCATION SECTIONS 17
d. MAILING ADDRESS) 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 1	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | PURCHASE ORDER 1987

885-2

1/93

[Signature]
1-23-93

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. AGENCY CODE 26.03.05		ACCESSION NO. 89W608	DATE RECEIVED 12-20-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 40	LOCATION SECTIONS 10
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 1	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER GE	
2. BOX NUMBERS		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

TO BE COMPLETED AT
STATE RECORDS MANAGEMENT CENTER

1 | RIGHT OF WAY ALPH PAYMENTS (INQUIRIES) FY 86-87

884-2

01/93

Disposal
2/6/93
RLZ

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO.	DATE RECEIVED
b. AGENCY State Highway Administration		88W174	9-18-87
c. DIVISION UNIT Office of Finance & Program Management		RANGE 109	LOCATION SECTIONS 22
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>William R. Bunker</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | Manual List 07-87 to 12-87

884-4

01-93

Handwritten signature
2-6-93

RECORDS TRANSMITTAL AND RECEIPT

E DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W466	DATE RECEIVED 12-10-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 42	LOCATION SECTIONS 34
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 3	
e. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
PHONE NO. 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	EXPENSE STATEMENTS 358635 TO 360015	884-5	01/93
2 ✓	EXPENSE STATEMENTS 360016 TO 361412	884-5	01/93
3 ✓	EXPENSE STATEMENTS 361413 TO 362727	884-5	01/93

Disposal
2/6/93
[Signature]

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 736-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01 26.03.05		ADDITION NO. 87W669	DATE REC'D 2-26-87
2. AGENCY State Highway Administration		LOCATION - RANGE 6	SECTIONS 17
3. DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT. 10	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER Paul C. L.	
5. AGENCY OFFICIAL William R. Burdette <i>pm</i> William R. Burdette 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Remote Daily Output 9-15-86 to 9-17-86	1005-2	12-92
2	" " " 8-29-86 to 9-4-86	"	Jan. 1993
3	" " " 12-3-86 to 12-5-86	"	"
4	" " " 8-21-86 to 8-23-86	"	"
5	" " " 10-28-86 to 12-2-86	"	"
6	" " " 12-10-86 to 12-15-86	"	"
7	" " " 12-18-86 to 12-19-86	"	"
8	" " " 12-16-86 to 12-17-86	"	"
9	" " " 12-7-86 to 12-9-86 → OK	"	"
10	Stock Status Rpt. Dist. 4,5,6 12-1-86	1005-6	"

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Disposal
3/6/93
[Signature]

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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
87W584	VOUCHERS	884	1		49	1/93	RECYLED
91W521	RECEIPTS	799	2,5	1988-89	4		
89W481	OPERATING R.C.	1005	6	1988	27		
88W1216	AUTHORIZATION CARDS	731	24	1985-87	3		
85W809	SUSPENSE LISTINGS	918	4,5,7,8	1981-82	5		
86W722	JOURNALS & CHECK REG	731	11	1984-85	6		
88W258	MANUAL LIST, AGCY INTERFACE	884-4,858-29		FY 86-87	2		
87W477	VOUCHERS	884	1		10		



SIGNATURE
DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 <i>26.03.05</i>		ACCESSION NO. <i>87W584</i>	DATE REC'D <i>1-28-87</i>
b) AGENCY State Highway Administration		LOCATION RANGE <i>6</i>	SECTION(S) <i>32-33</i>
c) DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. PT. <i>49</i>	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
3. BOX NUMBERS	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Vouchers 702827 to 703134	884-1	12-92
2	" 703135 to 703422	"	"
3	" 703423 to 703757	"	<i>Jan 1993</i>
4	" 703758 to 704040	"	"
5	" 704041 to 704286	"	"
6	" 704287 to 704576	"	"
7	" 704577 to 704852	"	<i>Disposal</i>
8	" 704853 to 705189	"	<i>3/6/93</i>
9	" 705190 to 705494	"	<i>PK</i>
10	" 704495 to 705770	"	"
11	" 705771 to 706116	"	"
12	" 706117 to 706429	"	"
13	" 706430 to 706632	"	"
14	" 706633 to 706877	"	"
15	" 706878 to 707082	"	"
16	" 707083 to 707183	"	"
17	" 707184 to 707478	"	"
18	" 707479 to 707927	"	"
19	" 707928 to 708191	"	"
20	" 708192 to 708562	"	"
21	" 708563 to 708895	"	"
22	" 708896 to 709170	"	"
23	" 709171 to 709387	"	"
24	" 709388 to 709705	"	"
25	" 709706 to 709948	"	"
26	" 709949 to 710184	"	"
27	" 710185 to 710524	"	"
28	" 710525 to 710774	"	"
29	" 710775 to 711023	"	"
30	" 711024 to 711247	"	"

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 876, JESSUP, MD. 20794 (TELEPHONE - 788-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.02.01		ACCESSION NO.		DATE REC'D	
b) AGENCY State Highway Administration		LOCATION - RANGE		SECTION(S)	
c) DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT.		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
31	Vouchers 711248 to 711525	884-1	12-92		
32	" 711526 to 711610	"	"		
33	" 711611 to 711935	"	"		
34	" 711936 to 712277	"	"		
35	" 712278 to 712504	"	"		
36	" 712505 to 712864	"	"		
37	" 712865 to 713102	"	"		
38	" 713103 to 713333	"	"		
39	" 713334 to 713601	"	"		
40	" 713602 to 713875	"	"		
41	" 713876 to 714149	"	"		
42	" 714150 to 714474	"	"		
43	" 714475 to 714807	"	"		
44	" 714808 to 715171	"	"		
45	" 715172 to 715624	"	"		
46	" 715625 to 716008	"	"		
47	" 716009 to 716383	"	"		
48	" 716384 to 716636	"	"		
49	" 716637 to 716886	"	"		

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87W584

R-6

S-32-33

49 Boxes

S-33

One (1) Empty Space

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 TELEPHONE - 799-1379

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W521		DATE RECEIVED 11-21-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 24	LOCATION 24	SECTIONS 24	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 4			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	DELIVERY RECEIPTS 1/88 - 7/89	799-5	1/93
2	CASH RECEIPT BACK-UP & COPIES OF CHECKS 11/89 - 12/89	799-2	1/93
3	CASH RECEIPT BACK-UP & COPIES OF CHECKS 9/89 - 11/89	799-2	1/93
4	SPECIAL ACCOUNT BANK STATEMENTS 7/89 DEPOSIT SLIPS & BACK-UP	799-2	1/93

*Disposal
3/6/93
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W481	DATE RECEIVED 11-16-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 6	LOCATION SECTIONS 23
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 27	
e. AGENCY OFFICIAL <i>Joseph Pasaryn</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	D.M. OPERATING R.C. 10.01 TO 10.99	08/02/88	1005-6	01/93
2	OPERATING R.C. 10.43 TO 10.54	09/14/88	1005-6	01/93
3	OPERATING R.C. 10.01 TO 10.23	09/14/88	1005-6	01/93
4	OPERATING R.C. 10.41 TO 10.57	08/02/88	1005-6	01/93
5	R.C. TRANSACTION R.C. 10.01 TO 10.99	09/14/88	1005-6	01/93
6	OPERATING R.C. 10.85 TO 10.99	08/02/88	1005-6	01/93
7	R.C. TRANSACTION R.C. 10.01 TO 10.99	08/02/88	1005-6	01/93
8	OPERATING R.C. 10.24	09/14/88	1005-6	01/93
9	OPERATING R.C. 10.01 TO 10.34	08/02/88	1005-6	01/93
10	OPERATING R.C. 10.62 TO 10.84	08/02/88	1005-6	01/93
11	OPERATING R.C. 10.55 TO 10.74	09/14/88	1005-6	01/93
12	DAILY WD TICKETS	1987 TO 1988	1005-6	01/93
13	DAILY WD TICKETS	1986 TO 1987	1005-6	01/93
14	REMOTE DAILY OUTPUT	09/16/88 TO 09/17/88	1005-6	01/93
15	D.M. OPERATING R.C. 10.41 TO 10.99	07/01/88	1005-6	01/93
16	REMOTE DAILY OUTPUT	08/88 TO 09/88	1005-6	01/93
17	WITHDRAWALS	10/25/88	1005-6	01/93
18	DAILY GAS TICKETS	DIST 2 1987	1005-6	01/93
19	D.M. OPERATING R.C. 10.01 TO 10.34	07/01/88	1005-6	01/93
20	DAILY PETROLEUM RECONCILIATIONS	1987	1005-6	01/93
21	DAILY PETROLEUM RECONCILIATIONS	JAN 88 TO JUNE 88	1005-6	01/93
22	OPERATING R.C. 10.80 TO 10.99	09/14/88	1005-6	01/93
23	WITHDRAWALS	10/88	1005-6	01/93
24	PHYSICAL INVETORIES	1987	1005-6	01/93
25	DAILY STATIONARY TICKETS	10.84 1987 JUNE 1988	1005-6	01/93
26	DAILY PETROLEUM RECONCILIATIONS	1986 TO MAY 1987	1005-6	01/93
27	DAILY GAS TICKETS	DIST 4 1987	1005-6	01/93

Disposal
3/6/93
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1216	DATE RECEIVED 5-16-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		3 RANGE 32 SECTIONS	NO. OF CD. FT. 3
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1442	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ AUTHORIZATION CARDS 1985 TO 1987
- 2 ✓ OBSOLETE AUTHORIZATION CARDS 1987 CUT-OFF CARDS
- 3 ✓ OBSOLETE AUTHORIZATION CARDS 1987

- 731-24 01-93
- 731-24 01-93
- 731-24 01-93

Disposal
3/6/03
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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 85W809	DATE RECEIVED 6-24-85
b) AGENCY State Highway Administration				LOCATION RANGE 7	NO. OF CL. FT. 5
c) DIVISION/UNIT Office of Finance & Program Mgt.				SECTIONS 24	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette, (301)659-1442		PHONE NO.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Suspense Listing (EVR-06) July 1982 through Oct. 1982.	918-4	12-92 1/93
2	Suspense Listing (EVR-06) Nov. 1982 through Dec. 1982	918-4	12-92
3	Trial Balance (EVR-34/35) Open & Closed July 1982 through Dec. 1982	918-5	12-92
4	Journal Entry Backup Data, July 1982 through Dec. 1982	918-7	12-92
5	Journal Entry Proof List FY 1981 and 1982	918-8	12-92

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3-20-93

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, JESSUP, MD. 20794 (TELEPHONE - 780-1870)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		ADMISSION NO. 26.03.05		DATE REC'D 86W722	
2. AGENCY State Highway Administration		LOCATION - RANGE 14		SECTIONS 16	
3. DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT. 6		RECORDS CENTER MANAGER	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 ✓	Payroll Journals and Check Register 10/10/84 - 12/4/84	731-11 72-92
2 ✓	" " " " " 12/5/84 - 2/26/85	Jan. 1993
3 ✓	" " " " " 2/27/85 - 5/21/85	" "
4 ✓	" " " " " 5/22/85 - 7/30/85	" "
5 ✓	" " " " " 7/31/85 - 10/22/85	" "
6 ✓	" " " " " 10/23/85 - 12/31/85	" "

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W258	DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration		LOCATION 3 RANGE 34 SECTIONS	NO. OF CU. FT. 2
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>William R. Burdette</i>		PHONE NO. 333-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	Manual List F/Y 86 & 87
2 ✓	Agency Interface F/Y 87 OS,OAS,SRA

884-4	01-93
858-29	01-93

*Disposal
3/6/83
[Signature]*

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 270, JOHNS, MD. 20704 (TELEPHONE - 783-1579)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05	2. AGENCY NO. 87W477	3. DATE RECEIVED 11-25-86
4. AGENCY State Highway Administration			5. LOCATION - RANGE 4	6. SECTION 25
7. OFFICE UNIT Office of Finance & Program Management			8. NO. OF DU. PT 10	
9. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202			10. RECORDS CENTER NUMBER	
11. AGENCY OFFICIAL William R. Burdette		12. PHONE NO. 659-1442	13. TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

1. BOX NUMBER	2. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	3. DISPOSAL AUTHORITY (AGENCY, FILE NO., DISPOSAL DATE)
1	Vouchers 654968 to 700140	884-1 12-92
2	" 700141 to 700494	" "
3	" 700495 to 700766	" Jan. 1993
4	" 700767 to 701101	" "
5	" 701102 to 701259	" "
6	" 701260 to 701546	" "
7	" 701547 to 702008	" "
8	" 701009 to 702321	" "
9	" 702322 to 702656	" "
10	" 702657 to 702826	" "

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3/6/93
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STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

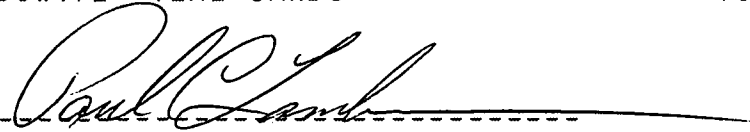
CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
91W257	GENERAL LEDGER	858	16	1989	3	1/93	RECYCLED
90W803	VEHICLE & EQUIPMENT USAGE	1022	11,12	1989	4		
88W955	COMP DETAIL	731	22	1987	3		
91W256	MILEAGE REPORTS	858	27	FY 88-89	1		
88W481	CREDIT CARDS	884	1	1986-87	1		
88W1245	DAILY PETROLEUM	1005	6	1985-87	2		
84W768	AGCY INTERFACE & CHECK REG	858	29	FY 82-83	1		
92W191	PAYROLL EDIT	731	12	1988-89	1		
88W472	TIME CARDS	731	20	1985	1		



SIGNATURE
DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W257		DATE RECEIVED 9-25-90
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 2	LOCATION SECTIONS 23	NO. OF CU. FT. 3
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓	GENERAL LEDGER 8/1 TO 8/31/89 TSO, OAS, SRA, OASM, DSR, TRA 30691, 30692, 30695 REPORT	858-16	1/93
2 ✓	TSO, OAS, SRA, OASM, TRA, TSR 7/1 TO 7/31/89 30691, 03692, 30695, 3000 STARTS REPORT	858-16	1/93
3 ✓	GENERAL LEDGER 9/1 TO 9/30/89 TSO, OAS, SRA, OASM, TRS, DSR, 30691, 30692, 30695, 30003 REPORT	858-16	1/93

Disposal
 3/6/93
 [Signature]

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W803	DATE RECEIVED 2-1-90		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 7	LOCATION SECTIONS 11	NO. OF CV. FT. 4	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	VEHICLE USAGE RPTS JULY 89	1022-11	1/93
2	VEHICLE USAGE RPTS AUG 89	1022-11	1/93
3	EQUIPMENT USAGE RPTS JULY 89	1022-12	1/93
4	EQUIPMENT USAGE RPTS AUG 89	1022-12	1/93


3-20-93

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACQUISITION NO. 88W955	DATE RECEIVED 3-18-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 20	LOCATION SECTION 9
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 3	
e. AGENCY OFFICIAL <i>Joseph P. ...</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	BIWEEKLY COMP DETAIL PAT 1 THRU PAY 12 1987	731-22	01/93
2 ✓	BIWEEKLY COMP LEAVE REPORT PAY 13 THRU PAY 24 1987	731-22	01/93
3 ✓	YELLOW COPIES OF TIME CARDS 1987 PAY 1 THRU PAY 20	731-22	01/93

Disposal
4/17/93
[Signature]

~~R-14~~
~~S-2~~

R-20

S-9

3-18-88

JPL

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W256		DATE RECEIVED 9-25-90
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 2		RM CODE 26-03-05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 23	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓ MILEAGE REPORTS F/Y 88 & 89

858-27

1/93

Disposal
 3/6/93
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W481	DATE RECEIVED 12-15-87
b. AGENCY State Highway Administration		RANGE 18	LOCATION SECTIONS 13
c. DIVISION UNIT Office of Finance & Program Management			
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER	
e. AGENCY OFFICIAL <i>William B. [unclear]</i>		PHONE NO. 333-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES CREDIT CARDS 1986 & 1987	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE) 884-1	01/93

*Disposal
4/17/93
[Signature]*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1245		DATE RECEIVED 5-23-88	
b. AGENCY State Highway Administration		LOCATION RANGE 55 SECTIONS 33		NO. OF CO. PT. 2	
c. DIVISION UNIT Office of Finance & Program Management					
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER			
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	DAILY PETROLEUM TICKETS DIST. 3 1987, STATIONARY REQ. 1987 10.84	1005-6	01-93
2	PHYSICAL WORKSHEETS 1985-1987	1005-6	01-93

Disposal
4/25/93
[Signature]

E

RECORDS TRANSMITTAL
AND RECEIPT

Complete at State Records Center ✓

Accession No. 84W768	Date Received 6-4-84
--------------------------------	--------------------------------

From: (Name, Division, Address or Agency)
State Highway Administration
707 N. Calvert Street

Signature

Title

Building and Room
200

3. Phone
659-1442

4. To: State Records Center
Waterloo

Signature: (Agency Official)
William B. Bette

6. No. of Cu.Ft.
1

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-33 S-14	1.	Agency Interface & Check Register 6-1-82 - 11-29-82 FY 83 Manual Check Register FY 82	858-29 ¹¹⁹³ 12-92

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

P. O. BOX 275, JESSUP, MD. 20794

(TELEPHONE = 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W191		DATE RECEIVED 8-23-91
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 16	LOCATION SECTIONS 20	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | PAYROLL EDIT DEC. 88 ALSO MED II ENTRY LOGS 88-89

731-12

1/93

Disposal
4/17/93
PZ

523

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W472		DATE RECEIVED 12-11-87	
b. AGENCY State Highway Administration		RANGE 18		LOCATION SECTIONS 8	
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER		NO. OF CU. FT. 1	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL <i>William R. B... 333-1442</i>		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			731-20	

1 | YELLOW COPIES OF TIMECARD 1985

731-20 | 01/93

*Disposal
4/17/93
RLL*

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

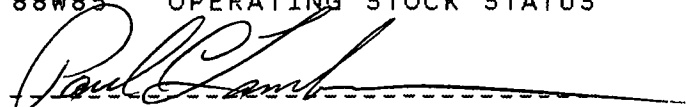
CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
87W497	PETROLEUM TICKETS	1005	1	FY 86-87	1	1/93	RECYLED
92W347	DAILY STARS	892	3,10	1989	8		
88W267	ASST. SEC	858	28	FY 80-86	9		
87W907	TIME CARDS, FICA	731	8,23	1981-82	2		
90W563	HISTORY FILE	907	5	1987	1		
90W564	HISTORY FILE	907	5	1987	4		
90W565	HISTORY FILE	907	5	1988	5		
88W85	OPERATING STOCK STATUS	1005	1,6,7	1987	20		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 708-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W497	DATE REC'D 12-16-86
2. AGENCY State Highway Administration				LOCATION - RANGE 116	SECTION(S) 33
3. DIVISION/UNIT Office of Finance & Program Management				NO. OF CU. FT. 1	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	Petroleum Tickets f/y 86 & 87 Dist 7 668880 to 906665	1005-1 12-92 Jan. 1993 4-24-93			

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD, 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W347	DATE RECEIVED 10-1-91
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-0305
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 46	LOCATION SECTIONS 11
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 8	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	EXPEN TRANS ANALYSIS STARS A30414 7/89 TO 10/89	892-3	1/93
2 ✓	DAILY STARS A30401 JULY 89	892-10	1/93
3 ✓	DAILY STARS A30401 AUG 89	892-10	1/93
4 ✓	DAILY STARS A30401 SEPT 89	892-10	1/93
5 ✓	DAILY STARS A30401 OCT 89	892-10	1/93
6 ✓	DAILY STARS A30401 NOV 89	892-10	1/93
7 ✓	EXPEND PROGRAM & OBJ A30409 (A304082) 10/89 TO 2/90	892-10	1/93
8 ✓	EXPEND PROGRAM & OBJ A30409 (A304082) 7/89 TO 10/89	892-10	1/93

*Disposal
4/25/93
PK*

R-46

S-11-~~11~~

3 Empties

S-12

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W267	DATE RECEIVED 10-1-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 17	LOCATION SECTIONS 10
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 9	
e. AGENCY OFFICIAL <i>William R. Burdette</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ Assistant Sec. 270926 to 271256
- 2 ✓ Sec. 170311 to 170868
- 3 ✓ All Agencies 4611190 to 4710432
- 4 ✓ Asst. Sec. 271257 to 271539
- 5 ✓ Asst. Sec. 270499 to 270929
- 6 ✓ Railroad 370006 to 370597
- 7 ✓ Asst. Sec 270006 to 270492
- 8 ✓ DOT Vouchers TSO,OAS,SRA F/Y 1980 to 1986
- 9 ✓ DOT Acct Dist 7012 SHA Proof List

858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93
858-28	01-93

Disposal
11/17/93
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 768-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01 <i>26.03.05</i>	ACCESSION NO. <i>87W907</i>	DATE REC'D <i>4-27-87</i>
2. AGENCY State Highway Administration	LOCATION - RANGE SECTION <i>3143</i> <i>5-1978</i>	
3. DIVISION / UNIT Office of Finance & Program Management	NO. OF CU. FT. <i>2</i>	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202	RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>William R. Burdette / pmd</i> William R. Burdette	PHONE NO. 659-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1. ✓ 2. ✓	FICA 1981 & 1982 Yellow Copies of Time Cards Pay 1, 1985 to Pay 13, 1985	731-8 1-93 731-23 "
		<i>4-17-93</i>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD- 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W563	DATE RECEIVED 12-4-89
B. DIVISION / UNIT Office of Finance and Program Management			OM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 45	LOCATION SECTIONS 29
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CO. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | HISTORY FILE 7/87 FIRST PART - 7/87 COMPLETE

907-5

~~1/91~~ 1/93

Per: Jesse SHA

Disposal
4/25/93
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

E DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W564	DATE RECEIVED 12-4-89
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 45	ON CODE 26-0305
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202			LOCATION SECTIONS 29
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTERED MANAGED	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 | HISTORY FILE 8/87 COMPLETE 9/87 1ST PART
- 2 | HISTORY FILE 9/87 #2
- 3 | HISTORY FILE 10/87 #1 - 10/87 COMPLETE
- 4 | HISTORY FILE 12/87 #1 - 12/87 COMPLETE

907-5	1/91
907-5	1/91
907-5	1/91
907-5	1/91

1/93

Per Jessie SHA

*Disposal
4/25/93
JLH*

RECORDS TRANSMITTAL AND RECEIPT

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W565	DATE RECEIVED 12-4-89
B. DIVISION / UNIT Office of Finance and Program Management			OM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 45	LOCATION SECTIONS 29
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 5	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGED	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- | | | | |
|---|--|-------|------|
| 1 | HISTORY FILE 1/88 #1 - 1/88 #2 | 907-5 | 7/91 |
| 2 | HISTORY FILE 2/88 1ST PART INC. 2/88 2ND PART COMPLETE | 907-5 | 7/91 |
| 3 | HISTORY FILE 3/88 1ST PART INC. 3/88 2ND PART COMPLETE | 907-5 | 7/91 |
| 4 | HISTORY FILE 4/88 1ST PART INC. 4/88 2ND PART COMPLETE | 907-5 | 7/91 |
| 5 | HISTORY FILE 5/88 1ST PART INC. 5/88 2ND PART COMPLETE | 907-5 | 7/91 |

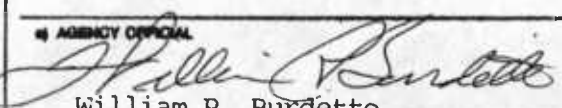
1/93
 Per: *[Signature]*
 SHH

Disposal
4/25/93

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 788-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01	AGENCY NO. 26.03.05	ACCESSION NO. 886185	DATE REC'D 8-10-87
2. AGENCY State Highway Administration		LOCATION - RANGE 9	SECTIONS 19
3. DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT. 20	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL  William R. Burdette	PHONE NO. 659-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Operating Stock Status 10.51 to 10.69 7-6-87	1005-6	1-93
2	Remote Daily Output 7/10/87 to 7/13/87	1005-6	1-93
3	Operating Stock Status 10.70 to 10.99 7/6/87	1005-6	1-93
4	Daily Output 7/14/87 to 7/17/87	1005-6	1-93
5	Operating Stock Status 10.01 to 10.29 7/6/87	1005-6	1-93
6	Remote Daily Output 7/18/87 to 7/21/87	1005-6	1-93
7	" " " 7/7/87 to 7/9/87	1005-6	1-93
8	" " " 7/2/87 to 7/6/87	1005-6	1-93
9	" " " 6/29/87 to 7/1/87	1005-6	1-93
10	Transaction Reports 10.01 to 10.99 7/6/87	1005-6	1-93
11	Operating Stock Status 10.30 to 10.45 7/6/87	1005-6	1-93
12	Daily Remote Output 7/26/87 to 7/28/87	1005-6	1-93
13	Withdrawal Tickets 7/24/87	1005-6	1-93
	058001-058500 061001-016500	1005-6	1-93
	059001-060000 061501-062000	"	"
	059501-06000	"	"
14	Withdrawal Tickets 7/1/87	"	"
	004657 010885 035001-035500	1005-6	1-93
	004658 010886 035501-036000	"	"
	012142 010915 046001-046500	"	"
	012381 010964 056001-056500	"	"
	029455 029431 056501-057000	"	"
	043730	"	"
15	D.M. Operating Stock 10.01 to 10.99 7/6/87 1005.7	1005-7	1-93
16	Daily Remote Output 7/29/87 to 7/31/87	1005-6	1-93
17	Daily Petroleum Tickets 86 & 87 Dist. 5	1005-1	1-93
18	" " " " " 6	"	"
19	Withdrawal Tickets 7/27/87	1005-6	1-93
	062501-063000 010879		
	051501-052000 055001-055000		

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
91W255	GENERAL LEDGER	858	16	1989	1	1/93	RECYLED
87W93	CREDIT CARDS, JOURNALS	884-1,	731-11	1985	10		
89W585	LEAVE ADJUSTMENTS	731	22,24	1987	6		
89W857	CONDEMNATION REPROTS	1005	5	1986-87	1		
89W523	REVOLVING FUN EXPENSE	884	6	1987	4		
86W424	TIME CARDS	731-20,	858-6	1985	13		
89W876	GENERAL LEDGER	892	17	1979-82	2		
91W449	PAYROLL	731	12,18	1988-89	7		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W255	DATE RECEIVED 9-25-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 2	LOCATION SECTIONS 23
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ GENERAL LEDGER 12/1 TO 12/30/89 TSD, OAS, TRS, DSR, OASM 30691, 30692, 30695, 30003 REPORT

858-16 1/93

Disposal
3/6/93
pll

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 378, JERSEY, MD. 20704 (TELEPHONE - 703-1372)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05	ACCESSION NO. 87693	DATE REC'D 8-18-86
2. AGENCY State Highway Administration				
3. DIVISION / UNIT Office of Finance & Program Mgmt.		LOCATION - RANGE 26	SECTION 9	NO. OF CU. FT. 10
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442		
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Credit Cards	884-1 12-92
2	Payroll Gross & Deduct 7-31-85 to 8-27-85 Pay 17&18	731-11 12-92
3	CPB Payroll Journals 9-24-85 to 10-8-85 Pay 20,21 &22	731-11 12-92
4	Gross & Deduct Journals 10-23-85 to 11-19-85 Pay 23 & 24	731-11 12-92
5	Gross & Deduct Journals 9-25-85 to 10-22-85 Pay 21 & 22	731-11 12-92
6	Gross & Deduct Journals 11-5-85 to 12-3-85 Pay 23-25	731-11 12-92
7	CPB Journals 8-31-85 to 9-10-85 Pay 17-19	731-11 12-92
8	Gross & Deduct Journal 8-28-85 to 9-24-85 Pay 19 & 20	731-11 12-92
9	Gross & Deduct Journal 7-3-85 to 7-30-85 Pay 15 & 16	731-11 12-92
10	Gross & Deduct Journal 6-5-85 to 7-2-85 Pay 13 & 14	731-11 12-92

Jan. 1993
Disposal
4/26/93
JRS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

5. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W585		DATE RECEIVED 12-13-88
b. AGENCY State Highway Administration		119		
c. DIVISION UNIT Office of Finance & Program Management		LOCATION 12	NO. OF CO. FT. 6	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGED		
e. AGENCY OFFICIAL <i>J. P. ...</i>		PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. NO. OF RECORDS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	LEAVE ADJUSTMENTS JAN 87 TO DEC IN RC AND ALPHA ORDER 86-91.50	731-22	01/93
2 ✓	SALARY VERIFICATION 1986 - 1987	731-24	01/93
3 ✓	TEMP LEAVE ADJUSTMENTS IN R.C. AND ALPHA ORDER 73 TO 85 1987	731-22	01/93
4 ✓	LEAVE ADJUSTMENTS IN R.C. AND ALPHA ORDER JAN 87 TO DEC 87 RC 10-73 A TO L	731-22	01/93
5 ✓	LEAVE ADJUSTMENTS IN R.C. AND ALPHA ORDER JAN 87 TO DEC 87 RC 91.1 TO 93.8 AND PORT	731-22	01/93
6 ✓	BIWEEKLY PRINTOUT END OF YEAR 1986 PAY 1+2 1987	731-22	01/93

4/27/93
[Signature]

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. AGENCY CODE 26.03.05		ACCESSION NO. 89W857		DATE RECEIVED 2-24-89
b. AGENCY State Highway Administration		LOCATION 26		NO. OF CO. FT. 1
c. DIVISION UNIT Office of Finance & Program Management		SECTIONS 24		
d. MAILING ADDRESS 787 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICIAL <i>W. S. ...</i>		PHONE NO. 333-1447		
TO BE COMPLETED BY STATE RECORDS MANAGEMENT CENTER				
2. BOX NUMBERS 12	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES CONDEMNATION REPORTS 1986 & 1987		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 1005-5 01/93	

4/27/93
gpc

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W523	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 38	LOCATION SECTIONS 12
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓ 87	PAYROLL REVOLVING FUND EXPENSE & REPLACEMENT CHECKS PAY 10 TO 14 19	884-6	01/93
2 ✓ 87	PAYROLL REVOLVING FUND EXPENSE & REPLACEMENT CHECKS PAY 05 TO 09 19	884-6	01/93
3 ✓ 87	PAYROLL REVOLVING FUND EXPENSE & REPLACEMENT CHECKS PAY 15 TO 19 19	884-6	01/93
4 ✓ 87	PAYROLL REVOLVING FUND EXPENSE & REPLACEMENT CHECKS PAY 01 TO 04 19	884-6	01/93

Disposal
1/23/92
[Signature]

EA

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276 JESSUP, MD 20794 (TELEPHONE - 786-1379)

DIRECTIONS: PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

29.02.01	26.03.05	86W424	2-14-86
State Highway Administration			
Office of Finance & Program Mgt.		17 33	13
707 N. Calvert Street Baltimore, Maryland 21202			
William R. Burdette 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

1 NO. NUMBERS	2 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	3 R.C.	4 DISPOSAL AUTHORITY SCHEDULE ITEM NO. DISPOSAL DATE
	TIME CARDS		
1	Pay 15 7/3/85 - 7/16/85	10-62	731-20 12/92 1/93
2	" " " "	63-73	" "
3	" " " "	74-84	" "
4	" " " "	85-90.4	" "
5	" " " "	90.5-94.0	" "
6	" " " "	95.6-61.8	" "
7	Pay 16 7/17/85 - 7/30/85	10-62	" "
8	" " " "	63-73	" "
9	" " " "	74-84	" "
10	" " " "	85-90.4	" "
11	" " " "	90.5-94.0	" "
12	" " " "	95.6-61.8	" "
13 ✓	TSA, SRA OAS Cash Receipts	FY 82	858- 12-92

Disposal
1-6-93
SPB

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W876		DATE RECEIVED 3-2-89	
b. AGENCY State Highway Administration		c. DIVISION UNIT Office of Finance & Program Management		NO. OF CU. FT. 2	
d. MAILING ADDRESS 787 N. Calvert Street Baltimore, Md. 21202		e. AGENCY OFFICIAL <i>P. Pas...</i>		PHONE NO. 333-1447	
2. BOX NUMBERS		3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

TABLE LOCATION SECTIONS
27 4

RECORDS CENTER MANAGER

TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

1	GENERAL LEDGER 07/01/74 TO 06/30/78	892-17	01/93
2	GENERAL LEDGER 1979 TO 1982	892-17	01/93

1/11/93
JB

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W449		DATE RECEIVED 11-5-90	
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05			
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE 37 SECTIONS 18		NO. OF CU. FT. 7	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	COMPUTER BLOCK CONTROL REGISTER 884989 1988 & 1989	731-12	1/93
2	PAYROLL EDIT & PRT-20 1989	731-18	1/93
3	PRE 10 09/06/89 TO 12/12/89	731-18	1/93
4	EMPLOYEE DATA BASE MAINTENANCE PRE 10	731-18	1/93
5	PRC-40 JOURNALS 1/15/88 TO 7/81/89	731-18	1/93
6	MANUAL BLOCK CONTROL REG. 87, 88, 1/2 OF 89	731-12	1/93
7	GENERALS 1/89 TO 7/89	731-12	1/93

Disposal
 1-12-93
 JPS

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
88W722	REMOTE DAILY OUTPUT	1005	6	1986-87	29	1/93	RECYLED
89W534	ACCIDENT LEAVE	731	22	1984, 1987	6		
91W266	VEHICLE & EQUIPMENT USAGE	1022	12, 13	1989	8		
89W290	DAILY INPUTS	1005	5	1988	31		
88W317	REMOTE DAILY OUTPUT	1005	6, 2	1987	35		
89W125	FINAL VOUCHERS	739	1D	1987	5		
89W1000	INVENTORY WORKSHEET	1005	6	1987	1		
89W369	VENDOR PAYMENT	884-3,858-28		1988-89	13		


SIGNATURE
DGS-550-2

RECORDS CENTER MANAGER
TITLE

2/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W 722	DATE RECEIVED 1-14-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 43	LOCATION SECTIONS 35
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. -30. 29	
e. AGENCY OFFICIAL PHONE NO. 333-1442		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	REMOTE DAILY OUTPUT 10/20/87 TO 10/22/87	1005-6	01/93
2	REMOTE DAILY OUTPUT 10/15/87 TO 10/19/87	1005-6	01/93
3	REMOTE DAILY INPUTS 11/2/87	1005-6	01/93
4	REMOTE DAILY OUTPUT 10/23/87 TO 10/28/87	1005-6	01/93
5	PETROLEUM TICKETS RC 10.82 LAB AND TRAFFIC TICKETS DIST 7 85-87	1005-6	01/93
6	WITHDRWS 094001-094500 102501-103000 105501 106000 004631 029668 02970 9 002397 010900 010703 100501 101000 010875 010708 012257 9-29-87 WITHDRWS 081141 010707 010705 075001 075000 010704 084001 084500	1005-6	01/93
7	WITHDRAWAL TICKETS 11/10/87 091501-092000 078501-079000 063001-063500 097501-098000 119501-120000 116501-117000	1005-6	01/93
8	REMOTE DAILY OUTPUT 10/29/87	1005-6	01/93
9	DAILY OUTPUTS 11/30/87	1005-6	01/93
10	INPUTS DAILY REPORT 11/23/87	1005-6	01/93
11	REMOTE DAILY INPUTS 11/4/87	1005-6	01/93
12	TRAFFIC TICKETS DIST 4 PETROLEUM 8/86 TO 11/87	1005-6	01/93
13	PETROLEUM TICKETS TRAFFIC TICKETS DIST 1 09/87	1005-6	01/93
14	D.M. OPERATING REPORT 11/9/87 RC 10.01 TO 10.51	1005-6	01/93
15	OPERATING REPORTS 11/9/87 RC 10.41 TO 10.02	1005-6	01/93
16	OPERATING REPORTS 11/9/87 RC 10.01 TO 10.34	1005-6	01/93
17	TRAFFIC DIST 6 09/87 TO 10/87	1005-6	01/93
18	D.M. OPERATING 12/7/87 RC 10.01 TO 10.99	1005-6	01/93
19	RC TRANS REPERT 12/7/87 RC 10.01 TO 10.99	1005-6	01/93
20	D.M. OPERATING REPORTS 12/7/87 RC 10.51 TO 10.99	1005-6	01/93
21	TRANSACTION REPORTS 11/9/87 RC 10.01 TO 10.99	1005-6	01/93
22	INPUTS DAILY 12/8/87	1005-6	01/93
23	OPERATING REPORTS 11/9/87 RC 10.84 TO 10.99	1005-6	01/93
24	OPERATING REPORTS 11/9/87 RC 10.62 TO 10.83	1005-6	01/93
25	OPERATING REPORTS 12/7/87 RC 10.70 TO 10.99	1005-6	01/93
26	OPERATING REPORTS 12/7/87 RC 10.51 TO 10.69	1005-6	01/93
27	OPERATING REPORTS 12/7/87 RC 10.30 TO 10.45	1005-6	01/93
28	OPERATING REPORTS 12/7/87 RC 10.01 TO 10.25	1005-6	01/93
29	FIXED ASSET CARDS SHEETS & CARDS THRU 40.0	1005-6	01/93

*Disposal
2/6/93
BLL*

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W534	DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 114	LOCATION SECTIONS 20
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 6	
e. AGENCY OFFICIAL <i>Wesinger</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	FINISHED ACCIDENT LEAVE SD-Z 1978 THRU 1987	731-22	01/93
2 ✓	FINISHED ACCIDENT LEAVE A-SD THRU 1984	731-22	01/93
3 ✓	DR. CERTIFICATES RC 83-87 1987	731-22	01/93
4 ✓	DR. CERTIFICATES RC 92-97.8 1987	731-22	01/93
5 ✓	DR. CERTIFICATES RC 90.2-91.7 1987	731-22	01/93
6 ✓	DR. CERTIFICATES RC 10-82 1987	731-22	01/93

Handwritten signature and date: 4/24/93

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

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DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W266</i>		DATE RECEIVED <i>9-28-90</i>	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>26.03.05</i>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION RANGE <i>33</i> SECTIONS <i>32</i>		NO. OF CU. FT. 8	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	EQUIPMENT USAGE REPORTS SEPT 89	1022-13	1/93
2	EQUIPMENT USAGE REPORTS OCT 89	1022-13	1/93
3	EQUIPMENT USAGE REPORTS NOV 89	1022-13	1/93
4	EQUIPMENT USAGE REPORTS DEC 89	1022-13	1/93
5	VEHICLE USAGE REPORTS SEPT 89	1022-12	1/93
6	VEHICLE USAGE REPORTS OCT 89	1022-12	1/93
7	VEHICLE USAGE REPORTS NOV 89	1022-12	1/93
8	VEHICLE USAGE REPORTS DEC 89	1022-12	1/93

Disposal
1-12-93
SPS

2

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W290	DATE RECEIVED 9-20-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 54	LOCATION SECTIONS 1-2
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 31	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	DAILY INPUTS 8/29/88	1005-5	01/93
2	DAILY INPUTS 8/19/88	1005-5	01/93
3	REMOTE WITHDRAWALS 1986	1005-5	01/93
4	REMOTE WITHDRAWALS 1986	1005-5	01/93
5	DAILY INPUTS 08/12/88	1005-5	01/93
6	DAILY INPUTS 08/08/88	1005-5	01/93
7	DAILY INPUTS 07/29/88	1005-5	01/93
8	DAILY INPUTS 08/03/88	1005-5	01/93
9	OPERATING R.C. 10.80 THRU 10.99 07/01/88	1005-5	01/93
10	OPERATING R.C. 10.41 THRU 10.57 07/01/88	1005-5	01/93
11	OPERATING R.C. 10.01 THRU 10.34 07/01/88	1005-5	01/93
12	DAILY INPUTS 08/17/88	1005-5	01/93
13	DAILY INPUTS 07/27/88	1005-5	01/93
14	DAILY INPUTS 07/19/88	1005-5	01/93
15	DAILY INPUTS 07/22/88	1005-5	01/93
16	DAILY INPUTS 07/23/88	1005-5	01/93
17	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
18	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
19	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
20	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
21	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
22	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
23	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
24	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
25	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93
26	DAILY WITHDRAWAL TICKETS 1986	1005-5	01/93
27	OPERATING R.C. 10.62 THRU 10.74 07/01/88	1005-5	01/93
28	DAILY WITHDRAWAL TICKETS 1986	1005-5	01/93
29	DAILY GAS TICKETS DIST 3 1987	1005-5	01/93
30	DAILY GAS TICKETS DIST 1 1987	1005-5	01/93
31	DAILY WITHDRAWAL TICKETS 1987	1005-5	01/93

Disposal
4/25/93
PC

R-54 ✓

S-1-2 ✓

1. SPACE AVAILABLE - sect. 2

E

36

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

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1. a. AGENCY CODE 26.03.05		ACCESSION NO.	DATE RECEIVED
b. AGENCY State Highway Administration		88W317	10-22-87
c. DIVISION UNIT Office of Finance & Program Management		RANGE 34	LOCATION SECTIONS 29
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 35	
e. AGENCY OFFICIAL <i>William R. Bandette</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	REMOTE DAILY OUTPUT 10/8/87 TO 10/14/87	1005-6	01-93
2 ✓	REMOTE DAILY OUTPUT 9/22/87 TO 9/24/87	1005-6	01-93
3 ✓	REMOTE DAILY OUTPUT 8/12/87	1005-6	01-93
4 ✓	REMOTE DAILY OUTPUT 9/25/87	1005-6	01-93
5 ✓	REMOTE DAILY OUTPUT 9/17/87	1005-6	01-93
6 ✓	REMOTE DAILY OUTPUT 8/5/87 TO 8/7/87	1005-6	01-93
7 ✓	REMOTE DAILY OUTPUT 8/8/87 TO 8/11/87	1005-6	01-93
8 ✓	REMOTE DAILY OUTPUT 9/30/87 TO 10/1/87	1005-6	01-93
9 ✓	REMOTE DAILY OUTPUT 8/21/87 TO 8/23/87	1005-6	01-93
10 ✓	REMOTE DAILY OUTPUT 8/17/87 TO 8/20/87	1005-6	01-93
11 ✓	REMOTE DAILY OUTPUT 10/2/87 TO 10/7/87	1005-6	01-93
12 ✓	REMOTE DAILY OUTPUT 9/14/87 TO 9/16/87	1005-6	01-93
13 ✓	REMOTE DAILY OUTPUT 9/5/87 TO 9/10/87	1005-6	01-93
14 ✓	REMOTE DAILY OUTPUT 8/25/87	1005-6	01-93
15 ✓	WITHDRAWAL TICKETS 9/3/87 099001-099500 083001-083500 077001-077500 082501-083000 080001-080500 108001-108500	1005-2	01-93
16 ✓	WITHDRAWAL TICKETS 9/8/87 081001-082000 070501-071000 085501-086000 094501-095500	1005-2	01-93
17 ✓	WITHDRAWAL TICKETS 9/9/87 095001-096500 092500-093000 086001-086500 117501-118000 090501-091000	1005-2	01-93
18 ✓	WITHDR TKTS 9/24/87 010873 109001 736 019753 019937 029428 907 898 1065 00 019617 764 941 429 430 961 962 793 798 019695 019713 682	1005-2	01-93
19 *	WITHDRAWAL TICKETS 9/24/87 (continued) 019931-684 095469 095473 09547 9 067001-067500 078001-078500 043001-043500 036501-037000	1005-2	01-93
20 ✓	WITHDRAWAL TICKETS 8/4/87 103001-103500 066501-067000 064501-065000 067501-068000 036001-036500	1005-2	01-93
21 ✓	WITHDRAWAL TICKETS 9/2/87 064001-064500 069501-070000 075501-076000 060501-061000 098001-098500	1005-2	01-93
22 ✓	WITHDRAWAL TICKETS 8/10/87 047001-047500 044004-044500 010877 010876 010880 010874 044501-045000 068001-068500 004630	1005-2	01-93
23	OPERATING 10.01-10.29 9/19/87	1005-6	01-93

Disposal
1-12-93
SPV

24	D.M. OPERATING 10.01-10.99 9/9/87	1005-7	01-93
25	RC TRANSCRIPT 10.01-10.99 8/3/87	1005-7	01-93
26	OPERATING S.S 10.51-10.70 8/1/87	1005-6	01-93
27	RC TRANS RPT 10.01-10.99 10/2/87	1005-7	01-93
28	OPERATING 10.30-10.49 9/9/87	1005-6	01-93
29	RC TRANS RPT 10.01-10.99 9/9/87	1005-7	01-93
30	OPERATING 10.30-10.45 8/1/87	1005-6	01-93
31	OPERATING 10.70-10.99 8/3/87	1005-6	01-93
32	D.M. OPERATING 10/2/87	1005-7	01-93
33	OPERATING 10.91-10.69 9/9/87	1005-6	01-93
34	OPERATING 10/70-10.99 9/9/87	1005-6	01-93
35	D. M. OPERATING 10.01-10.99 8/3/87	1005-7	01-93
36	OPERATING 10.01-10.29 8/3/87	1005-6	01-93

88W317

R34

S29

35 Boxes

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO.		DATE RECEIVED	
b. AGENCY State Highway Administration		89W125		7-26-88	
c. DIVISION UNIT Office of Finance & Program Management		RANGE 32	LOCATION 32	NO. OF CU. FT. 5	
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER			
e. AGENCY OFFICIAL <i>Passer</i>		PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	FINAL VOUCHERS (7-31-87 TO 12-04-87)	739-1D	01-93
2	FINAL VOUCHERS (7-31-87 TO 12-04-87)	739-1D	01-93
3	FINAL VOUCHERS (7-31-87 TO 12-04-87)	739-1D	01-93
4	FINAL VOUCHERS (7-31-87 TO 12-04-87)	739-1D	01-93
5	FINAL VOUCHERS (7-31-87 TO 12-04-87)	739-1D	01-93

Disposal
1-12-92
SPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W1000	DATE RECEIVED 4-4-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 54	LOCATION SECTIONS 7
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>Rosen</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES PHYSICAL INVENTORY WORKSHEET 1/87 TO 12/87	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 1005-6 1-93	

*Disposal
4/25/93
[Signature]*

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W369	DATE RECEIVED 10-4-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 27	LOCATION SECTIONS 19
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 14 13	
e. AGENCY OFFICIAL PHONE NO. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	VENDOR PAYMENT DETAIL RPT APR 88 TO AUG 88 A30485	884-3	01-93
2 ✓	VENDOR PAYMENT DETAIL RPT JULY 88 TO AUG 88 A30485	884-3	01-93
3 ✓	AGENCY VENDOR PAYMENT RPT OCT 88 TO NOV 88 A30499	884-3	01-93
4 ✓	AGENCY INTERFACE 89-002 TO 89-0017	884-3	01-93
5 ✓	AGENCY INTERFACE 89-0057 TO 89-0085	884-3	01-93
6 ✓	VOUCHER REG 89-0171 TO 89-0297	884-3	01-93
7	VOUCHER REG 1-053100-1 TO 5-072988-1	884-3	01-93
8 ✓	ASST. SEC VOUCHERS 281532 TO 282168	858-28	01-93
9 ✓	ASST. SEC VOUCHERS 282167 TO 282612	858-28	01-93
10 ✓	ASST. SEC VOUCHERS 282619 TO 283085	858-28	01-93
11 ✓	RAILROAD VOUCHERS 381010 TO 381645	858-28	01-93
12 ✓	SEC. VOUCHERS 181059 TO 181594	858-28	01-93
13 ✓	MEMOS + MANUALS 2901-2911-2903 4711300 TO 4810481	858-28	01-93
14 ✓	MEMOS + MANUALS 2901-2911-2903 4810482 TO 4810975	858-28	01-93

Box 7 MISSING - Not Sending

1/3/93
 JBY

R-27

S-19

one ① Empty

S-19

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN-FINANCE
DIVISION

NO.	DESCRIPTION OF RECORDS	SCHED.	ITEM NO.	DATE OF RECORDS DISPOSAL	VOLUME CU. FT.	DATE OF DISPOSAL	METHOD OF DISPOSAL
87W593	TIME CARDS	731-20,	858-28	1985, 1987	13	1/93	RECYLED
87W572	PAYROLL JOURNAL, CREDIT CARDS	731-11,	884-1	1986-87	4		
92W192	TIME CARDS	731	25	1985	1		
89W522	CREDIT CARDS	884	1	FY 87	1		
86W574	PAYROLL JOURNALS	731	11	1985	1		



SIGNATURE
DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 766-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W593	DATE REC'D 2-4-87
2. AGENCY State Highway Administration				LOCATION - RANGE 8	SECTION 78
3. DIVISION/UNIT Office of Finance & Program Management				NO. OF CU. FT. 13	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 26 12-4-85 to 12-17-85 R.C. 10-62	731-20 12-92
2	" " " " " 63-73	" " "
3	" " " " " 74-84	" Jan. " "
4	" " " " " 85-90.4	" 1993 " "
5	" " " " " 90.5-94	" " "
6	" " " " " 95-61.8	" " "
7	Time Cards Pay 1 12-18-85 to 12-31-85 R.C. 10-62	" " "
8	" " " " " 63-73	" " "
9	" " " " " 74-84	" " "
10	" " " " " 85-90.4	" " "
11	" " " " " 90.5-94	" " "
12	" " " " " 95-61.8	" " "
13	Sec. Office F/Y 87 161652 to 170364	858-28 " "

Disposed
1-6-93
JP

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

R-8
S-18

87W593

Boxes # 3 + ~~4~~ - ~~Missing~~

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 760-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W572	DATE REC'D 1-19-87
2. AGENCY State Highway Administration				LOCATION - RANGE 32	SECTIONS 17
3. DIVISION/UNIT Office of Finance & Program Management				NO. OF CU. FT. 4	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

3. BOX NUMBERS	6. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (AGENCY, ITEM NO., DISPOSAL DATE)
1 ✓	Payroll Journal and Check Register 6/18/86 to 8/26/86	731-11 1-93
2 ✓	Payroll Journal and Check Register 8/27/86 to 11/4/86	731-11 1-93
3 ✓	Credit Cards 1986 and 1987	884-1 1-93
4 ✓	Credit Cards 1986 and 1987	884-1 1-93
		<p><u>Disposal</u> 1-12-93 gpb</p>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGE(S)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>92WP92</i>		DATE RECEIVED <i>8-23-91</i>
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE <i>2603.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>40</i>	LOCATION SECTIONS <i>24</i>	NO. OF CU. FT. <i>1</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 | CORRECTED TIMECARDS 1985 | 731-25 | 1/93

Disposed
 1-6-93
JAV

523

C

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W522		DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration		LOCATION 37		NO. OF CU. FT. 1
c. DIVISION UNIT Office of Finance & Program Management		SECTIONS 24		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICIAL <i>Passung</i>		PHONE NO. 333-1447		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS 16	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES CREDIT CARDS FY 1987		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE) 884-1 01/93	

Disposal
1-12-93
SPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276 JESSUP, MD 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a. AGENCY CODE 29.02.01 26.03.05		ACCESSION NO. 86W574		DATE REC'D 4-14-86
b. AGENCY State Highway Administration		LOCATION RANGE 35		SECTION 29
c. DIVISION UNIT Office of Finance & Program Management		NO. OF CL. FT. 1		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER		
e. AGENCY OFFICER <i>William R. Burdette</i> William R. Burdette 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO. DISPOSAL DATE
1	Payroll journals 3-13-85 to 4-9-85	Jan. 1993 731-11 12-92 1/11/93 JRS

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.06

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-HAULING PERMIT
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
90W753	PAID PINK COPIES & BOOKS	491	2	1988	24	1/93	RECYCLED



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 290201 State Highway Administration	ACCESSION NO. 90W753	DATE REC'D 1-19-90
B. DIVISION/UNIT Hauling Permit Section 74.2	RM CODE 26.03.06	
C. MAILING ADDRESS 707 North Calvert St Rm. 114 Baltimore, Md 21202	LOCATION RANGE SECTION(S) 1 26-27	NO. OF CU. FT. 24
D. PHONE NO. 333-1597	RECORDS CENTER MANAGER Paul C. Lamberson / ruf	
E. AGENCY OFFICIAL Sandra Knill	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	PAID PINK COPIES AND BOOKS FROM JULY THRU DEC.1988	
1	A.A. MOBILE MARKET THRU BOWLING TRUSS	Sch. #491 Item #2 Jan. 1993 3/6/93 PP 2 Disposal
2	EARL W. BRADFORD THRU DAILY EXPRESS (JULY - AUG)	
3	DAILY EXPRESS (SEPT - DEC) thru FUNDS NET INC.	
4	G & G service inc, thru Joseph j. Hock Inc.	
5	HOWKES SHED CO THRU CHARLES KARPER	
6	KEEN TRANSPORT THRU MIDWAY TRUCKING	
7	MICHIGAN PERMIT SVC THRU NANTICOKE HOMES (JULY - SEPT)	
8	NANTICOKE HOMES (OCT - DEC) THRU PLEASANT EXCAVATING	
9	POOLE & SONS EXCAVATING THRU STOLTZFUS STRUCTURES	
10	STATE PERMIT SVC THRU VIRGINIA HOMES MFG.	
11	VIRGINIA MOBILE HOMES THRU CARDINAL INDS. - CUMMINS CASH (JULY)	
12	CUMMINS CASH & INFORMATION (AUGUST - DECEMBER)	
13	FLEETLINE PERMIT (JULY-DEC) THRU FOREMOST INDS (JULY-DEC)	
	HIGH STEEL STRUCTURES (JULY - AUGUST)	
14	HIGH STEEL (SEPT - DEC) - HOME RUN (JULY-DEC) TO ROGER KAHL TRK	
15	MD PERMIT SVC (JULY -OCT)	
16	MARYLAND PERMIT SVC (NOV-DEC) THRU U.S. FUNDS	
17	COMCHEK (AUGUST THRU SEPT 19th)	
18	COMCHEK (SEPT 19th thru OCTOBER)	
19	COMCHEK (NOV & DEC)	
20	TRANSCEIVER OF MD (JULY THRU SEPT 16th)	
21	TRANSCEIVER OF MD. (SEPT 16th THRU NOV. 18th)	
22	TRANSCEIVER OF MD (NOV. 21st THRU DEC) - BUDS (DEC) THRU TRANSCOM (JULY-NOV)	
23	TRANSCOM (DEC) THRU XERO-FAX (JULY-DECEMBER)	
24	U.S. FUNDS 6-13-8 TO JUNE 88 PINKS, Specials, Blankets and Book Permits (JAN 88 TO JUNE 88)	

R-1

S-26#27

48 Empties

S-27-28

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MAANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.07

DEPT. TRANSPORTATION
AGENCY

STATE HIGHWAY ADMIN.-MATERIALS & RESEARCH
DIVISION

<u>NO.</u>	<u>DESCRIPTION OF RECORDS</u>	<u>SCHED.</u>	<u>ITEM NO.</u>	<u>DATE OF RECORDS DISPOSAL</u>	<u>VOLUME CU. FT.</u>	<u>DATE OF DISPOSAL</u>	<u>METHOD OF DISPOSAL</u>
86W3 17	CONTRACTS	925	1	1984	3	1/93	RECYLED
86W3 16	CONTRACTS	925	1	1985	2		
86W3 15	CONTRACTS	925	1	1984-85	3		



SIGNATURE

DGS-550-2

RECORDS CENTER MANAGER
TITLE

1/21/93
DATE

EA

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 2902;7300		26.03.07	ACCESSION NO. 86W317	DATE REC'D 11-14-85
b) AGENCY State Highway Administration				
c) DIVISION/UNIT Materials and Research			LOCATION - RANGE 29 54	SECTIONS(S) 5-13 8
d) MAILING ADDRESS Maryland State Highway Administration Office of Materials and Research 2323 W. Joppa Rd. Brooklandville, Md. 21022				NO. OF CU. FT. 3
e) AGENCY OFFICIAL <i>Frances Clemons</i> Frances Clemons, Chief, Administration Section		PHONE NO. 321-3581 321-3582	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 1081 thru 1083	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES Record center boxes arranged alphabetically by contract code number No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE) 925 Retain for seven years from date sent to record center, then destroy. <i>Jan. 1993</i> <i>Disposal 4/25/93 [Signature]</i>	

USE P... (ONLINED PAPER FOR CONTINUATION PAGES)

COMPLETED FILE SCHEDULE 925 BOX 1082

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AW 625-511-185	10-2-84
AW 670-701-014	9-25-84
CE 661-501-276	10-30-84
CE 674-501-277	10-16-84
CO 512-501-285	10-25-84
D 462-451-176	12-15-82
D 508-726-114	11-30-84
K 392-501-277	6-7-84
K 393-501-277	9-19-84

COMPLETED FILE SCHEDULE 925 BOX 1082

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AW 625-511-185	10-2-84
AW 670-701-014	9-25-84
CE 661-501-276	10-30-84
CE 674-501-277	10-16-84
CO 512-501-285	10-25-84
D 462-451-176	12-15-82
D 508-726-114	11-30-84
K 392-501-277	6-7-84
K 393-501-277	9-19-84

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>1. AGENCY CODE 2902;7300</p> <p>2. AGENCY State Highway Administration</p> <p>3. DIVISION/UNIT Materials and Research</p> <p>4. MAILING ADDRESS Maryland State Highway Administration Office of Materials and Research 2323 W. Joppa Road Brooklandville, Md. 21022</p> <p>5. AGENCY OFFICIAL Frances Clemons, Chief Administration Section</p>	<p>ACCESSION NO. 26.03.07 86W316</p> <p>LOCATION RANGE SECTION(S) 13 30 28 29</p> <p>RECORDS CENTER MANAGER</p>	<p>DATE REC'D 11-14-85</p> <p>NO. OF CU. FT. 2</p> <p align="center">TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>
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2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<p>1166</p> <p>&</p> <p>1167</p>	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p>	<p>925</p> <p>Retain for seven years from date sent to records center, then destroy.</p> <p align="right"><i>Jan. 1993</i></p> <p align="right"><i>Disposal</i></p> <p align="right"><i>2/6/93</i></p> <p align="right"><i>RL</i></p>

COMPLETED FILE SCHEDULE 925 BOX 1166

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

RECEIVED
BOSTON

CONTRACT NUMBER	COMPLETED DATE
403-7-214-86	10-8-85
403-09-114-85	9-30-85
403-19-114-85	9-30-85
403-22-114-85	9-30-85
AW 188-711-229	9-20-85
D 491-951-112	10-3-85
D 507-951-112	10-3-85
D 510-701-014	10-4-85
K 386-501-214	9-20-85
T 347-501-277	8-23-85
WI 590-502-124	8-15-85
WO 601-701-014	8-9-85

EH

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 2902;7300		ACCESSION NO. 26.03.07 86W315		DATE REC'D 11-14-85
b) AGENCY State Highway Administration		LOCATION - RANGE 27 SECTION(S) 4		NO. OF CU. FT. 3
c) DIVISION/UNIT Materials and Research		RECORDS CENTER MANAGER		
d) MAILING ADDRESS Maryland State Highway Administration Office of Materials and Research 2323 W. Joppa Rd. Brooklandville, Md. 21022		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
e) AGENCY OFFICIAL <i>Frances Clemons</i> Frances Clemons, Chief Administrative Section		PHONE NO. 321-3582 321-3581		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1158 thru 1160	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 Retain for seven years from date sent to record center, then destroy. <i>Jan. 1993</i> <i>1/11/93</i> <i>gpb</i>

COMPLETED FILE SCHEDULE 925 BOX 1158

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AW 703-512-185	4-26-85
AW 747-501-129	4-12-85
BW 714-851-212	5-14-85
CE 664-501-277	5-9-85
D 504-501-177	4-10-85
T 350-501-277	3-6-85
WI 612-951-112	3-26-85
WI 622-501-177	2-19-85
WO 607-501-176	2-22-85

COMPLETED FILE SCHEDULE 925 BOX 1159

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

DATE COMPLETED

CE 547-501-270

6-7-84

COMPLETED FILE SCHEDULE 925 BOX 1160

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
AW 685-726-114	6-19-85
CE 671-501-276	6-13-85
Q 529-003-277	6-4-85
S 344-501-177	4-29-85
T 346-501-277	5-29-85
WI 632-501-185	4-17-85
WI 633-501-185	5-14-85
WO 609-501-185	6-11-85
WO 614-501-185	4-26-85
WO 618-501-185	4-26-85
WO 619-509-185	6-11-85

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

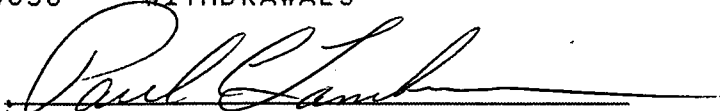
CERTIFICATE OF RECORDS DISPOSAL

26.03.05

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.- FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
91W514	VENDOR PAYMENTS	884	4,31	FY 88	2	7/93	RECYCLED
84W531	VOUCHERS	858	28	FY 83	2		
87W958	TIME CARDS	731	20	6/86	6		
87W735	TIME CARDS	731	20	4/86-6/86	18		
87W663	TIME CARDS	731	20	3/86-4/86	18		
88W1239	DAILY INPUTS	1005	6	1988	19		
89W111	EXPENSE ACCTS	884	5		5		
89W586	AGCY INTERFACE LISTINGS	884	2,7	FY 86	2		
89W858	WITHDRAWALS	1005	2	FY88	2		


Signature

RECORDS CENTER MANAGER
Title

07/21/93
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W514	DATE RECEIVED 11-20-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 148	LOCATION SECTIONS 19
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1. ✓ A30499 MONTHLY VENDOR PAYMENT 12/87 TO 1/88 RIGHT-OF-WAY PAYMENT
 2. ✓ MANUAL CHECK REG 07/01/87 TO 06/29/88

884-4	7/93
884-31	7/93

7/7/93
884

455

R-148

S-19

1 Empty

RECORD TRANSMITTAL

NO RECEIPT

Accession No.

Date Received

824W531

3-16-84 ✓

From: (Name, Division, Address or Agency)

Signature

STATE HIGHWAY ADMINISTRATION
707 N. Calvert St.

Title

Building and Room

3. Phone

4. To: State Records Center

200

659-1442

Waterloo

Signature: (Agency Official)

6. No. of Cu.Ft.

William R. Buntette

2 Boxes

R-153
5-6

Records Location Center)

8. Box Numbers

9. Description of Records (with Inclusive Dates)

10. Disposal Authority (Schedule and Item No.)

1. Manuals Vouchers FY 83 4310650-4311014 ✓

858-28 07-93

2. DOT Office of Sec. Vouchers 131001-131385 ✓

7/9/93
[Signature]

~~R 139~~
~~S 8~~
~~R 140~~
~~S 31~~

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W958	DATE REC'D 4-30-87	
2. AGENCY State Highway Administration				LOCATION - FLOOR 17	SECTION(S) 24	
3. DIVISION/UNIT Office of Finance & Program Management				NO. OF CU. FT. 6		
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 333 333-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES				8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Time Cards	Pay 13	6/4/86 to 6/17/86	RC 10-62	731-20	7-93
2	"	"	"	"	"	"
3	"	"	"	"	"	"
4	"	"	"	"	"	"
5	"	"	"	"	"	"
6	"	"	"	"	"	"

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGE(S)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE • 708-1278)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01	26.03.05	ACCESSION NO. 87W735	DATE REC'D 3-23-87
b) AGENCY State Highway Administration		LOCATION - RANGE 143-315-16-17 SECTIONS 15	NO. OF CU. FT. 18
c) DIVISION/UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 333 899-1442	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 10 4/23/86 to 5/6/86 R.C. 10-62	731-20 7-93
2	" Pay 10 " " R.C. 63-73	" "
3	" Pay 10 " " R.C. 74-84	" "
4	" Pay 10 " " R.C. 85-90.4	" "
5	" Pay 10 " " R.C. 90.5-94	" "
6	" Pay 10 " " R.C. 95-61.8	" "
7	" Pay 11 5/7/86 to 5/20/86 R.C. 10-62	" "
8	" Pay 11 " " R.C. 63-73	" "
9	" Pay 11 " " R.C. 74-84	" "
10	" Pay 11 " " R.C. 85-90.4	" "
11	" Pay 11 " " R.C. 90.5-94	" "
12	" Pay 11 " " R.C. 95-61.8	" "
13	" Pay 12 5/21/86 to 6/3/86 R.C. 10-62	" "
14	" Pay 12 " " R.C. 63-73	" "
15	" Pay 12 " " R.C. 74-84	" "
16	" Pay 12 " " R.C. 85-90.4	" "
17	" Pay 12 " " R.C. 90.5-94	" "
18	" Pay 12 " " R.C. 95-61.8	" "

7/15/93
epg

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 786-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01	ACCESSION NO. 26.0305 87W663	DATE REC'D 2-20-87
b) AGENCY State Highway Administration	LOCATION - RANGE: 19 SECTION(S): 4-5 NO. OF CU. FT.: 18	
c) DIVISION/UNIT Office of Finance & Program Management	RECORDS CENTER MANAGER	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
e) AGENCY OFFICIAL William R. Burdette, <i>spmd</i> William R. Burdette	PHONE NO. 659-1442	

3. BOX NUMBERS	8. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1.	Time Cards Pay #7 3-12-86 to 3-25-86 RC 10-62	731-20 7-93
2.	" " " " 63-73	" "
3.	" " " " 74-84	" "
4.	" " " " 85-90.4	" "
5.	" " " " 90.5-94	" "
6.	" " " " 95-61.8	" "
7.	" Pay #8 3-26-86 to 4-8-86 10-62	" "
8.	" " " " 63-73	" "
9.	" " " " 74-84	" "
10.	" " " " 85-90.4	" "
11.	" " " " 90.5-94	" "
12.	" " " " 95-61.8	" "
13.	" Pay #9 4-9-86 to 4-22-86 10-62	" "
14.	" " " " 63-73	" "
15.	" " " " 74-84	" "
16.	" " " " 85-90.4	" "
17.	" " " " 90.5-94	" "
18.	" " " " 95-61.8	" "

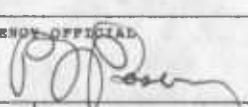
USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO.	DATE RECEIVED
b. AGENCY State Highway Administration		88W1239	5-23-88
c. DIVISION UNIT Office of Finance & Program Management		RANGE 118	LOCATION SECTIONS 31-32
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 19	
e. AGENCY OFFICIAL 		PHONE NO. 333-1442	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	OPERATING RPTS 04-29-88 10.70 - 10.99	1005-6	07-93
2	R.C. TRANSATION RPT 04-04-88	1005-6	07-93
3	DAILY INPUTS 04-21-88	1005-6	07-93
4	DAILY INPUTS 04-05-88	1005-6	07-93
5	DAILY INPUTS 04-27-88	1005-6	07-93
6	DAILY INPUTS 04-23-88	1005-6	07-93
7	OPERATING REPORTS 04-04-88	1005-6	07-93
8	DAILY INPUTS 04-11-88	1005-6	07-93
9	DAILY INPUTS 05-02-88	1005-6	07-93
10	OPERATING RPTS 04-29-88 10.01 - 10.24	1005-6	07-93
11	DAILY INPUTS 04-15-88	1005-6	07-93
12	DAILY INPUTS 04-13-88	1005-6	07-93
13	DAILY INPUTS 05-05-88	1005-6	07-93
14	OPERATING RPTS 04-04-88	1005-6	07-93
15	OPERATING RPTS 04-04-88	1005-6	07-93
16	D.M. OPERATING 02-03-88 10.01 - 10.99	1005-6	07-93
17	OPERATING 04-29-88 10.24 - 10.49	1005-6	07-93
18	OPERATING RPTS 04-29-88 10.51 - 10.70	1005-6	07-93
19	OPERATING RPTS 04-04-88	1005-6	07-93

*Disposal
10/8/93
[Signature]*

R-118

S-31-32

9 Empty's

S-32

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W111	DATE RECEIVED 7-22-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 22	LOCATION SECTIONS 27
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 5	
e. AGENCY OFFICIAL <i>Roger M. Heugiant</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	EXPENSE ACCOUNT 367789 TO 369062	884-5	07-93
2	EXPENSE ACCOUNT 369063 TO 370361	884-5	07-93
3	EXPENSE ACCOUNT 370362 TO 371651	884-5	07-93
4	EXPENSE ACCOUNT 371652 TO 372980	884-5	07-93
5	EXPENSE ACCOUNT 372981 TO 374443	884-5	07-93

Disposal

10/8/93
SPS

R-22

S-27

8 Empties

R-22 S-27

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W586	DATE RECEIVED 12-13-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Divice of Finance & Program Management		RANGE 108	LOCATION 12
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CO. FT. 2	
e. AGENCY OFFICIAL J. Kasayzi (90)		PHONE NO. 333-1447	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ AGENCY INTERFACE LISTINGS 07/01/88 TO 02/23/88 MANUAL COVER SHEETS 19 86-1987
- 2 ✓ EXPENSE BIWEEKLY UPDATES 07/29/85 - 12/30/85 + 1/2/86 - 8/25/86, ALSO TOLL FACILITIES 4/11/85 - 11/6/86

884-2	07/93
884-7	07/93

Disposal
10/8/93
SPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W858	DATE RECEIVED 2-24-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 26	LOCATION SECTIONS 23
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, MD. 21202		NO. OF CU. FT. 2	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓ WITHDRAWALS 2/87 TO 6/88
2 ✓ WITHDRAWALS 1/87 TO 88

1005-2 07/93
1005-2 07/93

Disposal
10/8/93
[Signature]

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
87W476	VOUCHERS	884	1		24	7/93	RECYCLED
88W1123	INPUTS	1005	5	1988	24		
92W346	STARS	892	3	FY 89	2		
92W348	DAILY STARS	892	10	1990	1		
92W349	DAILY STARS	892	3,10	1990	4		
90W1078	TRIAL BALANCES	907	5	1987-88	7		
87W384	PAYROLL JOURNALS	731	11	FY86	1		
91W267	VEHICLE, EQUIPMENT USAGE	1022	12,13	1990	4		
87W200	PAYROLL JOURNAL & CHECK REG	918-7,731-11		1983-86			


Signature

RECORDS CENTER MANAGER
Title

07/25/93
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 576, JESSUP, MD. 20794 (TELEPHONE - 760-1579)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		AGENCY NO. 87W476		DATE REC'D 11-25-86	
2. AGENCY State Highway Administration				LOCATION RANGE 9		SECTIONS 8	
3. DIVISION UNIT Office of Finance & Program Management				NO. OF DU. FT. 24			
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER NUMBER			
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
6. BOX NUMBERS		7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES				8. DISPOSAL AUTHORITY (GENERAL, FCIM NO., (GENERAL DATE)	
1		Vouchers 648168 to 648429				884-1 7-93	
2		" 648430 to 648670				" "	
3		" 648671 to 648952				" "	
4		" 648953 to 649183				" "	
5		" 649184 to 649394				" "	
6		" 649395 to 649663				" "	
7		" 649664 to 649993				" "	
8		" 649994 to 650306				" "	
9		" 650307 to 650631				" "	
10		" 650632 to 650972				" "	
11		" 650973 to 651199				" "	
12		" 651200 to 651479				" "	
13		" 651480 to 651754				" "	
14		" 651755 to 652037				" "	
15		" 652038 to 652355				" "	
16		" 652356 to 652603				" "	
17		" 652604 to 652919				" "	
18		" 652920 to 653294				" "	
19		" 653295 to 653645				" "	
20		" 653646 to 653947				" "	
21		" 653948 to 654265				" "	
22		" 654266 to 654536				" "	
23		" 654537 to 654675				" "	
24		" 654676 to 654967				" "	

Disposal
8/14/93
JPP

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P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1123		DATE RECEIVED 4-18-88	
b. AGENCY State Highway Administration		LOCATION 37 RANGE 30 SECTIONS		NO. OF CU. FT. 25 24	
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER			
d. MAILING ADDRESS 707 W. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1442			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCSCHEDULE ITEM NO. DISPOSAL DATE)	

1	DAILY INPUTS 03/17/88	1005-5	07/93
2	DAILY INPUTS 02/27/88	1005-5	07/93
3	DAILY INPUTS 01/08/88 TO 01/12/88	1005-5	07/93
4	DAILY INPUTS 12/30/87	1005-5	07/93
5	DAILY INPUTS 03/29/88	1005-5	07/93
6	DAILY INPUTS 03/23/88	1005-5	07/93
7	DAILY INPUTS 03/03/88	1005-5	07/93
8	DAILY INPUTS 01/13/88	1005-5	07/93
9	DAILY INPUTS 12/22/87 TO 12/28/87	1005-5	07/93
10	DAILY INPUTS 12/12/87 TO 12/28/87	1005-5	07/93
11	DAILY INPUTS 03/31/88	1005-5	07/93
12	DAILY INPUTS 03/07/88	1005-5	07/93
13	DAILY INPUTS 01/19/88 TO 01/22/88	1005-5	07/93
14	DAILY INPUTS 03/10/88	1005-5	07/93
15	DAILY INPUTS 02/09/88	1005-5	07/93
16	DAILY INPUTS 02/01/88	1005-5	07/93
17	DAILY INPUTS 01/25/88	1005-5	07/93
18	DAILY INPUTS 03/15/88	1005-5	07/93
19	DAILY INPUTS 02/23/88	1005-5	07/93
20	DAILY INPUTS 02/19/88	1005-5	07/93
21	DAILY INPUTS 02/11/88	1005-5	07/93
22	WITHDRAWALS 11/19/87 004628-035453,044696-059000, 21500-133500	072019-092022,1	1005-5 07/93
23	DAILY GAS TICKETS DIST 2 1987	1005-5	07/93
24	DAILY PETROLEUM TICKETS DIST 5 1987	1005-5	07/93
25	DAILY PETROLEUM TICKETS DIST 5 1987	1005-5	07/93

Disposal
9/9/93
[Signature]

R-37

S-30

Boxes #

1-Thru - 24

20 Empties

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

E

✓ GAP

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 92W346		DATE RECEIVED 10-1-91
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 46	LOCATION SECTIONS 7	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1 ✓ EXPEND TRANS ANALYSIS STARS A30414 4/89 TO 6/89
 2 ✓ STARS MONTHLY 7/87 TO 6/89

892-3 7/92
 892-3 7/92

7/93
 DISPOSED NCB
 10/1/93

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
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(TELEPHONE - 799-1379)

E

✓ JMB

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. 92W348	DATE RECEIVED 10-1-91
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE 46	NO. OF CU. FT. 1
D. PHONE NO. 333-1447 Baltimore, Md. 21202	LOCATION 7	
E. AGENCY OFFICIAL	RECORDS CENTER MANAGER TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	DAILY STARS #30401 DEC 89 TO DEC ^{JAN} 90	892-10	7/93

36

R-46
S-7

~~1 Empty~~

3 empty vob
10/11/93

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

[Handwritten signature]

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration	ACCESSION NO. <i>Q2W349</i>	DATE RECEIVED <i>10-1-91</i>
B. DIVISION / UNIT Office of Finance and Program Management		RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202	RANGE LOCATION SECTIONS <i>46 15</i>	NO. OF CU. FT. <i>4</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1 ✓	DAILY STARS A30401 JAN 31, 90 TO MARCH 16, 90	892-10	7/93
2 ✓	DAILY STARS A30401 MARCH 20, 90 TO MAY 4, 90	892-10	7/93
3 ✓	DAILY STARS A30401 MAY 7, 90 TO JUNE 90	892-10	7/93
4 ✓	EXPEN TRANS ANALYSIS A30414 NOV 89 TO FEB 90	892-3	7/93

*disposed
10/1/93 NCB*

R-~~Q~~ 46

S.~~Q~~ 15

~~2 Empties~~

4 empty sp. ^{10/1/93} mob

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W1078		DATE RECEIVED 4-3-90	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26-03-05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE LOCATION SECTIONS 122 30		NO. OF CU. FT. 7	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	STATE TRIAL BALANCES 6/87 1ST PART TO 7/87 COMP	907-5	7/93
2	STATE TRIAL BALANCES 7/87 TO 9/87	907-5	7/93
3	STATE TRIAL BALANCES 10/87 #1 TO 11/87 2ND PART	907-5	7/93
4	FEDERAL TRIAL BAL 11/87 1ST PART TO 5/88 2ND PART	907-5	7/93
5	MASTER FILE 5/87 1ST PART TO 7/87 COMP AFTER BILL	907-5	7/93
6	MASTER FILE 8/87 #1 TO 11/87 COMP AFTER BILL	907-5	7/93
7	MASTER FILE 12/87 1ST PART TO 2/88 2ND PART	907-5	7/93

[Handwritten Signature]
 9-11-93

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 709-1279)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ADDITIONAL NO. 87W384	DATE REC'D 11-3-86
2. AGENCY State Highway Administration				LOCATION - FLOOR 7	SECTION 12
3. BRANCH/UNIT Office of Finance & Program Management				NO. OF CL. FT. 1	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette/d William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
6. BOX NUMBERS	7. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	8. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
1	Payroll Journals & Check Register 4/23/86 to 6/17/86	731-11 7-93 Disposal 8/14/93 JSPS			

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W267	DATE RECEIVED 9-28-90
B. DIVISION / UNIT Office of Finance and Program Management		RANGE 18	RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		LOCATION SECTIONS 28	NO. OF CU. FT. 4
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VECHICLE USAGE RPT JAN 90	1022-12	7/93
2	VECHICLE USAGE RPT FEB 90	1022-12	7/93
3	EQUIPMENT USAGE RPT JAN 90	1022-13	7/93
4	EQUIPMENT USAGE RPT FEB 90	1022-13	7/93

7/16/93
[Signature]

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 876, JESSUP, MD. 20794 (TELEPHONE - 709-1879)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01 26.03.05		AGENCY NO. 87W200	DATE REC'D 9-11-86
2. AGENCY State Highway Administration		LOCATION RANGE 5	SECTION NO. 33
3. DIVISION/UNIT Office of Finance & Program Management		NO. OF CU. FT. 3	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1 ✓	Journal Entry Backups Dec. 83 to March 84	918-7 7-93
2 ✓	Payroll Journal & Check Register 2/26/86 to 4/22/86	731-11 7-93
3 ✓	Payroll Journal & Check Register 1/1/86 to 2/25/86	731-11 7-93
		<i>Disposal</i> 8/14/93 <i>eps</i>

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DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.05

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
88W1091	VOUCHERS	884	1		29	7/93	RECYCLED
84W800	MANUALS	858	28	1983	1		
85W810	TRIAL BALANCE, SUSP LISTING	918-4,5,7-858-2,9		FY 83	7		
88W442	MANUAL LIST	884	4	1987	1		
87W638	TIME CARDS	731	20	1986	18		
87W594	TIME CARDS	731	20	1986	12		
89W121	FINAL VOUCHERS	739	1D	1988	4		
89W535	CHECK REG-VOUCHERS	884-7, 858-30		1986-88	2		
91W772	JOURNAL ENTRY BOOKS	1022	7	FY 83	1		


signature

RECORDS CENTER MANAGER
Title

07/25/93
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1091	DATE RECEIVED 4-13-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 4	LOCATION SECTION 30-31
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 29	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1442	
		RECORDED CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATE	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	VOUCHERS 828066 TO 828348	884-1	07/93
2	VOUCHERS 828349 TO 828698	884-1	07/93
3	VOUCHERS 828699 TO 828698	884-1	07/93
4	VOUCHERS 828998 TO 829330	884-1	07/93
5	VOUCHERS 829331 TO 829880	884-1	07/93
6	VOUCHERS 829881 TO 830204	884-1	07/93
7	VOUCHERS 830205 TO 830520	884-1	07/93
8	VOUCHERS 830521 TO 830734	884-1	07/93
9	VOUCHERS 830735 TO 831092	884-1	07/93
10	VOUCHERS 831093 TO 831494	884-1	07/93
11	VOUCHERS 831495 TO 831837	884-1	07/93
12	VOUCHERS 831838 TO 832203	884-1	07/93
13	VOUCHERS 832204 TO 832531	884-1	07/93
14	VOUCHERS 832532 TO 832948	884-1	07/93
15	VOUCHERS 832949 TO 833363	884-1	07/93
16	VOUCHERS 833364 TO 833751	884-1	07/93
17	VOUCHERS 833752 TO 833967	884-1	07/93
18	VOUCHERS 833968 TO 834286	884-1	07/93
19	VOUCHERS 834287 TO 834643	884-1	07/93
20	VOUCHERS 834644 TO 834959	884-1	07/93
21	VOUCHERS 834960 TO 835347	884-1	07/93
22	VOUCHERS 835348 TO 835679	884-1	07/93
23	VOUCHERS 835680 TO 836168	884-1	07/93
24	VOUCHERS 836169 TO 836529	884-1	07/93
25	VOUCHERS 836530 TO 836830	884-1	07/93
26	VOUCHERS 836831 TO 837134	884-1	07/93
27	VOUCHERS 837135 TO 837515	884-1	07/93
28	VOUCHERS 837516 TO 837858	884-1	07/93
29	VOUCHERS 837859 TO 838223	884-1	07/93

Disposed
 8/12/93
 JPH

~~R-3~~
~~S-26~~

Box # 15 ← Missing

R-4

S-30-31

12 Empties

R-4

S-31

E

RECORDS TRANSMITTAL
AND RECEIPT

Complete at State Records Center

Accession No. **84W800** Date Received **6-4-84** ✓

From: (Name, Division, Address or Agency)
State Highway Administration
707 N. Calvert Street

Signature
Title

Building and Room
200

3. Phone
659-1442

4. To: State Records Center
Waterlou

Signature: (Agency Official)
William Buntlett

6. No. of Cu.Ft.
1

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R. S.	1. 35 6	Manuals March 83 - June 83	858-28 07-93 Disposal 9/7/93 JPS

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275 JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.02.01	26.03.05	ACCESSION NO. 85W810	DATE RECD 6-24-85
b) AGENCY State Highway Administration		LOCATION RANGE 34	SECTIONS 27
c) DIVISION/UNIT Office of Finance & Program Mgt.			NO. OF CU FT 7
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette, (301)659-1442	PHONE NO.	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2 BOX NUMBERS	3 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4 DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)	
1	Suspense Listing (EVR-06), Jan. 1983 through May 1983	918-4	7-93
2	Suspense Listing (EVR-06), June 1983 through June 1983	918-4	7-93
3	Trial Balance (EVR-34/35) Open & Closed Jan. 1983 through May 1983	918-5	7-93
4	Journal Entry Backup Data, Jan. 1983 through May 1983	918-7	7-93
5	G/L 30691, 30692, FY End, YTD FY '83 (TSO, OAS, SRA, TRS, BSF) Box 1	858-2	7/93
6	30695 YTD P/L, FY '83 - 7/1/82 to 6/30/83 (TSO, OAS, SRA) Box 2	858-2	7/93
7	Exp and Rev Recon, Exp Book 120's and 140's - FY '83 - OAS, TSO, SRA - TRS, BSF	858-9	7/93

Disposal
9/7/93
exp

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W442	DATE RECEIVED 12-8-87
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 15	LOCATION SECTIONS 32
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL <i>William R. Bendette</i>		PHONE NO. 333-1442	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | MANUAL LIST DEC 87 TO MARCH 87

884-4


07/93

7/16/93
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 878, JESSUP, MD. 20794 (TELEPHONE - 708-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 29.02.01	26.03.05	87W639	DATE REC'D 2-13-87
b) AGENCY State Highway Administration		RANGE 8	SECTIONS 35
c) DIVISION/UNIT Office of Finance & Program Management		NO. OF DU. FT. 18	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL  William R. Burdette		PHONE NO. 333 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 4 1/29/86 to 2/11/86 R.C. 10-62	731-20 7-93
2	" " " " " 63-73	" "
3	" " " " " 74-84	" "
4	" " " " " 85-90.4	" "
5	" " " " " 90.5-94	" "
6	" " " " " 95-61.8	" "
7	Time cards Pay 5 2/12/86 to 2/25/86 R.C. 10-62	" "
8	" " " " " 63-73	" "
9	" " " " " 74-84	" "
10	" " " " " 85-90.4	" "
11	" " " " " 90.5-94	" "
12	" " " " " 95-61.8	" "
13	Time Cards Pay 6 2/26/86 to 3/11/86 R.C. 10-62	" "
14	" " " " " 63-73	" "
15	" " " " " 74-84	" "
16	" " " " " 85-90.4	" "
17	" " " " " 90.5-94	" "
18	" " " " " 95-61.8	" "

7/15/93
JRS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 766-1279)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.05		ACCESSION NO. 87W594	DATE REC'D 2-4-87
2. AGENCY State Highway Administration				LOCATION - FLOOR 5	SECTION 35
3. DIVISION/UNIT Office of Finance & Program Management				NO. OF CU. FT. 12	
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL William R. Burdette		PHONE NO. 659-1442		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

3. BOX NUMBERS	6. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Time Cards Pay 2 1-1-86 to 1-14-86 R.C. 10-62	731-20 7-93
2	" " " " " 63-73	" "
3	" " " " " 74-84	" "
4	" " " " " 85-90.4	" "
5	" " " " " 90.5-94	" "
6	" " " " " 95-61.8	" "
7	Time Cards Pay 3 1-15-86 to 1-28-86 R.C. 10-62	" "
8	" " " " " 63-73	" "
9	" " " " " 74-84	" "
10	" " " " " 85-90.4	" "
11	" " " " " 90.5-94	" "
12	" " " " " 95-61.8	" "

7/15/93
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USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

R-5
S-35

87W594

12 BOXES

90%

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO.	DATE RECEIVED
b. AGENCY State Highway Administration		89W121	7-26-88
c. DIVISION UNIT Office of Finance & Program Management		RANGE 149	LOCATION SECTIONS 35
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 4	
e. AGENCY OFFICIAL <i>Roger M. Nugent</i>		PHONE NO. 333-1447	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1 ✓ FINAL VOUCHERS (01-04-88 TO 06-04-88)
- 2 FINAL VOUCHERS (01-04-88 TO 04-11-88)
- 3 FINAL VOUCHERS (01-04-88 TO 04-11-88)
- 4 FINAL VOUCHERS (03-04-88 TO 06-08-88)

- 739-1D 07-93
- 739-1D 07-93
- 739-1D 07-93
- 739-1D 07-93

Disposal:
7/6/93
JPS

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W535		DATE RECEIVED 12-1-88
b. AGENCY State Highway Administration		LOCATION RANGE 35 SECTIONS 5		NO. OF CU. FT. 2
c. DIVISION UNIT Office of Finance & Program Management		RECORDS CENTER MANAGER		
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
e. AGENCY OFFICIAL <i>Pasungr</i>		PHONE NO. 333-1447		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 ✓	EXPENSE BIWEEKLY & REIMBURSEMENT 1/2/86 TO 1/13/88	884-7	07/93
2 ✓	CHECK REG DOT VOUCHERS 1985 REG 07/02/87 TO 06/29/88	858-30	07/93

Disposal
9/7/93
[Signature]

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>91W772</i>	DATE RECEIVED <i>2-6-91</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>32</i>	LOCATION SECTIONS <i>3</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1 | JOURNAL ENTRY BOOKS ~~7/86 TO 6/87~~

7/82 TO 6/83

| 1022-7

~~7/97~~

7/93

Disposal.
9/7/93
eps

470

R-32
S-3

1 Empty

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275


CERTIFICATE OF RECORDS DISPOSAL

26.03.05

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN-FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
87W92	PAYROLL JOURNALS	731	11	1985-86	10	7/93	RECYCLED
91W773	VEHICLE, EQUIPMENT USAGE	1022	12-14	1990	9		
88W1244	OPERATING REPORTS	1005	6	1988	15		
89W687	VENDOR PAYMENTS	884	3	1988	1		
84W34	DOT MANUALS, VOUCHERS	858	28,31	FY 82-83	9		
84W416	MANUALS	858	28	FY 83	6		
90W1074	PRECONTRAT AUDITS, INVOICE	1168	1		17		


Signature

RECORDS CENTER MANAGER
Title

07/21/93
Date

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 <i>26.03.05</i>		ACCESSION NO. <i>87W92</i>	DATE REC'D <i>8-18-86</i>
b) AGENCY State Highway Administration		LOCATION - RANGE <i>41</i>	SECTIONS <i>3</i>
c) DIVISION/UNIT Office of Finance & Program Mgmt.		NO. OF CU. FT. <i>10</i>	
d) MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>William R. Burdette</i> William R. Burdette		PHONE NO. 659-1442	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1	Payroll Journals 12-18-85 to 1-28-86 Pay 1-3	731-11 7-93
2	CPB Journals 5-6-86 to 6-3-86 Pay 10-12	731-11 7-93
3	CPB Journals 3-25-86 to 4-22-86 Pay 7-9	731-11 7-93
4	CPB Journals 2-11-86 to 3-11-86 Pay 4-6	731-11 7-93
5	Gross & Deduct Journal 1986 Pay 3 & 4	731-11 7-93
6	" " " " " Pay 1	731-11 7-93
7	" " " " 4-23-86 to 5-20-86 Pay 10 & 11	731-11 7-93
8	" " " " 3-26-86 to 4-22-86 Pay 8 & 9	731-11 7-93
9	" " " " 1-1-86 to 2-25-86 Pay 2 & 5	731-11 7-93
10	" " " " 2-26-86 to 3-25-86 Pay 6 & 7	731-11 7-93

10-23-93

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W773	DATE RECEIVED 2-6-91		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 32	LOCATION SECTIONS 3	NO. OF CU. FT. 9	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	VEHICLE USAGE REPORTS 3/90	1022-12	7/93
2	VEHICLE USAGE REPORTS 4/90	1022-12	7/93
3	VEHICLE USAGE REPORTS 5/90	1022-12	7/93
4	VEHICLE USAGE REPORTS 6/90	1022-12	7/93
5	EQUIPMENT USAGE REPORTS 3/90	1022-13	7/93
6	EQUIPMENT USAGE REPORTS 4/90	1022-13	7/93
7	EQUIPMENT USAGE REPORTS 5/90	1022-13	7/93
8	EQUIPMENT USAGE REPORTS 6/90	1022-13	7/93
9	EQUIPMENT USAGE EDITS 6/89 TO 3/90	1022-14	7/93

Disposal
9/7/93
EPH

472

RECORDS TRANSMITTAL AND RECEIPT

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 88W1244	DATE RECEIVED 5-23-88
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 23	NO. OF CU. FT. 15
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		SECTIONS 18	
e. AGENCY OFFICIAL <i>[Signature]</i>		PHONE NO. 333-1442	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	D.M. OPERATING RPTS 03-03-88 10.01 - 10.99	1005-6	07-93
2	WITHDRAWAL TICKETS 01-04-88	1005-6	07-93
3	TRANSACTION RPTS 04-29-88 10.01 - 10.99	1005-6	07-93
4	OPERATING RPTS 02-03-88 10.41 - 10.69	1005-6	07-93
5	OPERATING RPTS 02-03-88 10.01 - 10.34	1005-6	07-93
6	OPERATING RPTS 01-07-88 70 - 83	1005-6	07-93
7	OPERATING RPTS 01-07-88 10.30 - 70	1005-6	07-93
8	OPERATING RPTS 01-07-88 10.01 - 10.30	1005-6	07-93
9	OPERATING RPTS 03-03-88 10.70 - 10.99	1005-6	07-93
10	R.C. TRANSACTION RPTS 03-03-88 10.01 - 10.99	1005-6	07-93
11	OPERATING RPTS 03-03-88 10.01 - 10.34	1005-6	07-93
12	OPERATING RPTS 03-03-88 10.41 - 10.69	1005-6	07-93
13	TRANSACTION RPTS 02-03-88 10.01 - 10.99	1005-6	07-93
14	OPERATING RPTS 02-03-88 10.70 - 10.99	1005-6	07-93
15	OPERATING RPTS 01-07-88 10.84 - 10.99	1005-6	07-93

[Signature]
 10-23-93

EV

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794
(TELEPHONE - 799-1379)

PLEASE TYPE OR PRINT CLEARLY

1. a. AGENCY CODE 26.03.05		ACCESSION NO. 89W687	DATE RECEIVED 1-10-89
b. AGENCY State Highway Administration			
c. DIVISION UNIT Office of Finance & Program Management		RANGE 106	LOCATION SECTIONS 20
d. MAILING ADDRESS 707 N. Calvert Street Baltimore, Md. 21202		NO. OF CU. FT. 1	
e. AGENCY OFFICIAL PHONE No. 333-1447		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	

1 | VENDOR PAYMENT DETAIL RPT 4/25/88 TO 5/22/88

| 884-3

| 07/93

Disposal
10/4/93
SPY

F

RECORDS TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

84W34

7-15-83

1. From: (Name, Division, Address or Agency)

State Highway Administration
707 N. Calvert St. 21202

Signature

Title

2. Building and Room

Room 200

3. Phone

659-1442

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

William Buntala

6. No. of Cu.Ft.

9

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-26
S-8

1.	DOT	4310300-4310649	DOT Manuals	858-31	07-93
2.	" Office of Asst. Secretary		F/Y 82-83		
		222314-230036	Vouchers	858-28	"
3.	" "	230971A-231289	"	"	"
4.	" "	230377A-230682	F/Y 83	"	"
5.	" "	222445-230372	82-83	"	"
6.	" Office of Sec.	130027-130313	"	"	"
7.	" "	130314-130567	F/Y 83	"	"
8.	" "	120900-130026	"	"	"
9.	" "	130568-130788	"	"	"

Disposal
10/8/93
SPS

E

RECORD TRANSMITTAL

AND RECEIPT

Complete at State Records Center

Accession No.

Date Received

84W416

2-1-84 ✓

Signature

Title

1. From: (Name, Division, Address or Agency)
State Highway Administration
707 N. Calvert Street

2. Building and Room

3. Phone

Room 200

659-1442

4. To: State Records Center

Waterloo

5. Signature: (Agency Official)

William R. Burdette

6. No. of Co. Pt.

6

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-39
S-6

- 1.
- 2.
- 3.
- 4. → MISS
- 5.
- 6.

Manuals 4210827-4310079 ✓
 Office of the Secretary 231290-231715 ✓
 " " " " 130798 ✓
 " " " " 230683-231007 ✓
 Railroad 320560-320650 330006-330469 ✓
 Manuals 4310080-4310299 Vouchers F/y 1983 ✓

858-28	07-93
"	"
"	"
"	"
"	"
"	"

Disposal
10/8/93
gpy

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <i>90W1074</i>	DATE RECEIVED <i>4-2-90</i>
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE <i>26.03.05</i>
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <i>140</i>	LOCATION SECTIONS <i>22</i>
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 17	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PRECDNTRACT AUDITS	1168-1	7/93
2	PRECDNTRACT AUDITS	1168-1	7/93
3	PRECDNTRACT AUDITS	1168-1	7/93
4	PRECDNTRACT AUDITS	1168-1	7/93
5	OVERHEAD & INVOICE AUDITS	1168-1	7/93
6	OVERHEAD & INVOICE AUDITS	1168-1	7/93
7	OVERHEAD & INVOICE AUDITS	1168-1	7/93
8	UTILITY & RAILROAD AUDITS	1168-1	7/93
9	UTILITY & RAILROAD AUDITS	1168-1	7/93
10	UTILITY & RAILROAD AUDITS	1168-1	7/93
11	UTILITY & RAILROAD AUDITS	1168-1	7/93
12	UTILITY & RAILROAD AUDITS	1168-1	7/93
13	UTILITY & RAILROAD AUDITS	1168-1	7/93
14	UTILITY & RAILROAD AUDITS	1168-1	7/93
15	SUBSIDY AUDITS	1168-1	7/93
16	SUBSIDY AUDITS	1168-1	7/93
17	SUBSIDY AUDITS	1168-1	7/93

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

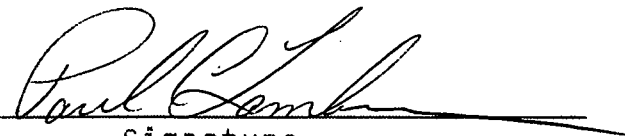
CERTIFICATE OF RECORDS DISPOSAL

26.03.05

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-FINANCE
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
93W377	ODOMETER READING	1022	12	7/90	1	7/93	RECYCLED
91W461	BLOCK CONTROLS	731	12,18	1989-90	3		
90W635	VENDOR PAYMENTS	884	2	1988	1		
91W522	**PARTIAL** CERT OF DEPOSIT GOOD FUNDS, PETTY CASE	799	2,6,8	FY 90	5		


Signature

DGS-550-2

RECORDS CENTER MANAGER
Title

07/21/93
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 93W377		DATE RECEIVED 9-24-92	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 23	LOCATION 31	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1 | ENDING ODOMETER READING JULY 1990

| 1022-12 7/93

CA
10-23-93

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 91W461	DATE RECEIVED 11-5-90
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 41	LOCATION SECTIONS 13
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	PRE10 MARCH 1990	731-18	7/93
2	BLOCK CONTROLS 10/03/89 TO 90	731-12	7/93
2	PRE10 EMPLOYEE MAINTANCE 10/88 TO 01/89	731-18	7/93

CF
 10-23-93

R-41

S-13

3 Empties

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794.
 (TELEPHONE - 799-1379)

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 90W635		DATE RECEIVED 12-8-89
U. DIVISION / UNIT Office of Finance and Program Management		RANGE 48		PM CODE 26.03.05
C. MAILING ADDRESS 787 North Calvert Street Baltimore, Md. 21202		LOCATION 19	NO. OF CU. FT. 1	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)		

1 | MONTHLY VENDOR PAYMENTS 2/88 TO 4/88

| 884-2

7/93

7/9/93
 JPB

* Partial

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MDOT		ACCESSION NO. 91W522	DATE REC'D 11-21-90
B. DIVISION/UNIT SHA-Finance			RM CODE 26.03.05
C. MAILING ADDRESS		LOCATION RANGE SECTION(S) 108 32	NO. OF CU. FT. 5
D. PHONE NO.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-3	Cert of Deposit - 7/89-6/90	# 799
	Good Funds - FY 90	# 2.6.8
5-6	Petty Cash - FY-90	7/93
	Bank Statements - FY 90	
	Short Term Advances - FY 90	
		Disposal 10/25/93 jps

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.07

MD DEPT. OF TRANSPORTATION

MATERIALS & RESEARCH
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
86W534	CONTRACTS	925	1		31	7/93	RECYCLED
86W740	CONTRACTS	925	1		6		
86W395	CONTRACTS	925	1		46		
86W650	CONTRACTS	925	1		8		


Signature

RECORDS CENTER MANAGER
Title

07/21/93
Date

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE • 789-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>a) AGENCY CODE 1. 290273.0</p> <p style="font-size: 2em; margin-left: 100px;">26.03.07</p>	<p>ACCESSION NO. 86W534</p>	<p>DATE REC'D 4-4-86</p>
<p>b) AGENCY Maryland State Highway Administration</p>	<p>LOCATION - RANGE 154 28 15-23</p> <p>SECTION(S) 23</p> <p>NO. OF CU. FT. 31</p>	
<p>c) DIVISION/UNIT Office of Materials and Research</p>		
<p>d) MAILING ADDRESS Room 130 Office of Materials and Research 2323 W. Joppa Rd., Brooklandville, Md. 21022</p>	<p>RECORDS CENTER MANAGER</p>	
<p>e) AGENCY OFFICIAL <i>Frances Clemons</i> Frances Clemons, Chief, Administrative Section</p>	<p>PHONE NO. 321-3581 or 321-3582</p>	
<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
<p>1171 thru 1201</p>	<p>Record center boxes arranged alphabetically by contract code number.</p> <p>No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.</p> <p style="font-size: 1.5em; font-style: italic;">"Missing Boxes #1171, 1172 + 1188"</p>	<p style="text-align: center;">925</p> <p>Retain for seven years from date sent to records center, then destroy.</p> <p style="font-size: 1.5em; font-style: italic;">July 1993</p> <p style="font-size: 1.5em; font-style: italic;">7/8/93</p> <p style="font-size: 1.5em; font-style: italic;">ggg</p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

June 18, 1986

a) AGENCY CODE <div style="font-size: 2em; font-family: cursive;">26-03-07</div>	ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">86W740</div>	DATE REC'D <div style="font-size: 2em; font-family: cursive;">6-20-86</div>
b) AGENCY STATE HIGHWAY ADMINISTRATION	LOCATION - RANGE <div style="font-size: 2em; font-family: cursive;">37</div>	SECTION(S) <div style="font-size: 2em; font-family: cursive;">9</div>
c) DIVISION/UNIT WESTERN REGIONAL LABORATORY	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">6</div>	
d) MAILING ADDRESS ROUTE 144E., HANCOCK, MD 21750	RECORDS CENTER MANAGER . -	
e) AGENCY OFFICIAL <div style="font-family: cursive;">Larry J. Michael</div> LARRY MICHAEL REGIONAL MATERIALS ENGINEER	PHONE NO. 678-6134	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1210 THRU 1215	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. however, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	925 <div style="font-size: 1.5em; font-family: cursive;">7/93</div> Retain for seven years from date sent to records center, then destroy. <div style="font-size: 1.5em; font-family: cursive;">Disposal</div> <div style="font-size: 1.5em; font-family: cursive;">9/9/93</div> <div style="font-size: 1.5em; font-family: cursive;">JMS</div>

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES)

EA

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 290273.0		ACCESSION NO. 86W395	DATE REC'D 1-16-86
b) AGENCY Maryland State Highway Administration		LOCATION - RANGE 5	SECTION(S) 30-31
c) DIVISION/UNIT Office of Materials and Research		NO. OF CU. FT. 46	
d) MAILING ADDRESS Room 130 Office of Materials and Research 2323 W. Joppa Rd., Brooklandville, MD 21022		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Frances Clemons</i> Frances Clemons, Chief, Administrative Section		PHONE NO. 321-3581 or 321-3582	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1077-1080, 1116-1157	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion. <i>(Missing Box #1116)</i>	925 Retain for seven years from date sent to records center, then destroy. <i>July 1993</i> <i>Disposal</i> <i>8/14/93</i> <i>gpg</i>

USE PLAIN LINED PAPER FOR CONTINUATION PAGES)

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RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 709-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 290273.0		ACCESSION NO. 86W650		DATE REC'D 5-12-86
b) AGENCY Maryland State Highway Administration		LOCATION - RANGE 6		SECTION(S) 4
c) DIVISION/UNIT Office of Materials and Research		NO. OF CU. FT. 8		RECORDS CENTER MANAGER
d) MAILING ADDRESS Room 130 Office of Materials and Research 2323 W. Joppa Rd., Brooklandville, Md. 21022		e) AGENCY OFFICIAL <i>Frances Clemons</i> 321-3581 or 321-3582 Francis Clemons, Chief, Administrative Section		
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER				

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
1161 thru 1168	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch. 925 Item #1 Retain for seven years from date sent to records center, then destroy. July 1993 <u>Disposal</u> 8/14/93 JPS

COMPLETED FILE SCHEDULE 925 BOX 1161

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

A 519-502-670/

W 520-501-670

9-27-84

A 528-001-671

2-27-84

COMPLETED FILE SCHEDULE 925 BOX 1162

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
F 102-501-776	6-20-84
F 105-501-777	9-14-84
F 108-501-777	11-14-84
F 909-501-785	9-06-84
F 114-501-777	11-09-84
F 121-501-777	12-06-84
W 785-501-685	7-19-84

COMPLETED FILE SCHEDULE 925 BOX 1163

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
CL 650-501-777	3-15-84
CL 679-726-714	5-17-83
A 519-501-624/ G 327-563-624	12-06-84
G 404-501-629	12-17-84
G 327-502-624	12-06-84
G 406-951-613	12-17-84
G 458-501-676	12-06-84
G 462-701-014	1-25-84
G 470-501-677	6-25-84
G 471-501-677	12-17-84

COMPLETED FILE SCHEDULE 925 BOX 1164

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
F 957-501-772	3-02-84
F 998-501-781	1-24-84
F 999-501-776	3-21-84
HO 612-501-724	8-07-84
G 490-501-676	12-17-84
G 486-501-676	12-12-84
G 474-501-677	12-17-84

COMPLETED FILE SCHEDULE 925 BOX 1165

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
A 669-501-676	2-27-84
A 671-951-612/ A 671-801-612	11-30-84
A 683-501-681	11-26-84
A 682-502-677	11-14-83
A 684-501-681	12-13-84
A 685-501-677	12-13-84
A 687-501-677	12-17-84
A 682-501-677	8-13-84

COMPLETED FILE SCHEDULE 925 BOX 1166

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
F 522-503-770	1-23-84
W 764-501-612	2-14-84
W 768-951-612	12-17-84
W 772-501-677	10-26-84
W 773-501-685	7-16-84

COMPLETED FILE SCHEDULE 925 BOX 1167

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
F 972-501-777/ F 972-451-771	2-24-84
F 976-501-776	9-13-83
F 965-501-777	3-08-84
F 983-951-712/ F 983-801-712	3-14-84
F 997-501-781	3-14-84
F 101-501-777	12-17-84

COMPLETED FILE SCHEDULE 925 BOX 1168

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
A 662-951-612/ A 662-801-612	7-25-84
A 665-951-612/ A 665-801-612	6-20-84
AW 541-501-780	7-24-84
AW 603-507-776	11-07-83
AW 612-726-714	6-28-83
AW 618-726-614	6-28-82
AW 635-507-685	3-15-84
AW 619-726-614	7-28-82
AW 635-511-685	8-13-84
AW 655-701-014	4-17-84
AW 702-721-714	1-19-84
BW 580-801-712	NO CLEARANCE REQUIRED
CL 637-501-777	9-27-84

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175)
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

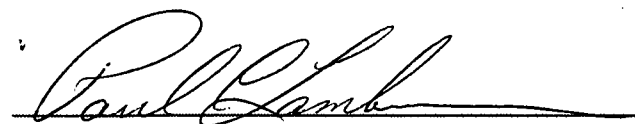
CERTIFICATE OF RECORDS DISPOSAL

26.03.08

MD DEPT. OF TRANSPORTATION

STATE HIGHWAY ADMIN.-PERSONNEL
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Date of Disposal	Method of Disposal
87W153	FOLDERS & ROSTER CARDS	110	1,2	1983	3	7/93	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

07/25/93
Date

AND RECEIPT

26.03.08

87W153

8-28-86

1. From: (Name, Division, Address or Agency)
 State Highway Administration
 Bureau of Personnel
 707 N. Calvert St., Balto., MD 21208

Signature

Title

2. Building and Room
 Room 106

3. Phone
 659-1416

4. To: Waterloo Records Center
 Jessup, Maryland 20794

5. Signature: (Agency Official)
Donald S. Krebs

6. No. of Cu.Ft.
 Three (3)

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
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R-29
S-8
R-54
S-13

1.	Personnel Folders & Roster Cards 1983	Schedule #110 Items 1&2 <i>July</i> 1993
2.	Abell, Joseph E. to Habersack, Leroy	
3.	Hall, Joseph H. to Silvestri, Lola P. Simpson, William B. to Wolfe, Dawn Claudia	

10-27-93

(Use Plain Unlined Paper For Continuation Pages)

DEPARTMENT OF GENERAL SERVICES
STATE RECORDS MANAGEMENT CENTER
7275 WATERLOO ROAD (RTE 175
P.O. BOX 275
JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

26.03.06

DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY- HAULING PERMITS
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
92W104	PAID PINK COPIES	491	2	1/90-6/90	23	7/94	RECYCLED


Signature

RECORDS CENTER MANAGER
Title

07/21/94
Date

R-146
S-33-34

3 empty
R146 S34