

24.01 MD AUTO INSURANCE FUND

Reporting Agency

Division or Unit

Department of General Services

Records Management Division
7275 Waterloo Road (Rte. 175)
P.O. Box 275
Jessup, Maryland 20794-0275

Prepare in duplicate

Retain one (1) copy and forward original to address at left.

CERTIFICATE OF RECORDS DISPOSAL

Table with 7 main columns: No., Description of Records, Authorization (Retention Schedule No., Item No.), Inclusive Dates of Records Destroyed, Volume Cubic Feet, Date of Disposal, Method of Disposal. Contains 10 rows of record disposal data.

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

Signature

Title

Date

11/16/94

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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

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 95W649	DATE REC'D 11-28-94
DIVISION/UNIT ELLEN BECKER / UND SUPPORT			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 22 4	NO. OF CU. FT. 4
PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		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
04 BOXES	UNDERWRITING SUPPORT DOCUMENTS 01/91 - 06/91	1226 - ITEM 15 JULY 1996

*disposal
10/11/96
AW*

REPORT: CONTRANS
TRANSDATE:11/16/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1996

***** TRANSMITTAL FOR TRANSFER TO OFFSITE STORAGE *****
CONSOLIDATED REPORT IN ITEM NUMBER SEQUENCE

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. SUPPORT	UNDERWRITING SUPPORT DOCUMENTS	15	4	OF 04	

CONSOLIDATED TOTAL : 4 OF 04

REPORT: TRANSMIT
RUN DATE: 11/16/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1996

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 04	000043	IDEC541- DAILY DOCUMENT CONTROL RECORD #: 09253 05/91 - 06/91	BECKER UND. SUPPORT	15	1226	WAIT TRANS
02 OF 04	000044	P6160 RENEWAL LISTING RECORD #: 09254 01/91 - 06/91	BECKER UND. SUPPORT	15	1226	WAIT TRANS
03 OF 04	000045	IDEC541 DAILY DOCUMENT CONTROL LIST RECORD #: 09255 03/91	BECKER UND. SUPPORT	15	1226	WAIT TRANS
04 OF 04	000046	IDEC541 DAILY DOCUMENT CONTROL LIST RECORD #: 09256 04/91	BECKER UND. SUPPORT	15	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 4 OF 04 BOXES

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

ACTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 92W1029	DATE REC'D 3-16-92
3. DIVISION/UNIT FISCAL - RUSTY WATSON		RM CODE 24.01
2. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 101 32	NO. OF CU. FT. 5
4. PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	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 BOXES	NEGOTIABLE INSTRUMENT COPIES PREMIUM REFUND CHECK COPIES MAY - JUNE 1991	# 1226 - 11 (a) JULY 1996

7-27-ab
dispos
AW GP

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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

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W488	DATE REC'D 10-14-92
2. DIVISION/UNIT BARBARA HAYNIE - LOSS REPORTS		RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 40 35	NO. OF CU. FT. 2
4. PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
5. AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	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
02 BOXES	MISCELLANEOUS CLAIM FILES LOG SHEETS & DAILY LOGS AND RESERVE CORRECTIONS	# 1226 _ ITEM 22 JULY 1996 <i>7/10/96</i> <i>[Signature]</i>

REPORT: CONTRANS
TRANSDATE:08/09/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1996

***** TRANSMITTAL FOR TRANSFER TO OFFSITE STORAGE *****
CONSOLIDATED REPORT IN ITEM NUMBER SEQUENCE

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
LOSS REPORTS	MISCELLANEOUS CLAIM FILES	22	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 08/09/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1996

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 02	000206	LOG SHEETS & DAILY LOGS	HAYNIE	22	1226	WAIT TRANS
	RECORD #: 05915		LOSS REPORTS			
02 OF 02	000207	RESERVE CORRECTIONS	HAYNIE	22	1226	WAIT TRANS
	RECORD #: 05916		LOSS REPORTS			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

09/09/92

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Joint Report

RESPONSIBLE INDIVIDUAL: Barb Haynie
(Print Name)

*(Note: AN ITEM NUMBER AS LISTED ON RETENTION SCHEDULE MUST BE LISTED)

Barb Haynie
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
206	Log sheet - Sail Log	22	5915	01 of 02	7/96
207	Research Corrections	22	5916	02 of 02	7/96

RECORDS OFFICER: ORIGINAL (WHITE) SHIPPING DEPT/UNIT: (YELLOW) RECEIVING DEPT: (PINK)

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>92W308</i>	DATE REC'D <i>9-20-91</i>
B. DIVISION/UNIT UNDERWRITING DEPARTMENT			RM CODE <i>24.01</i>
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>149 24.25</i>	NO. OF CU. FT. <i>59</i>
D. PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		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
59 BOXES	UNDERWRITING POLICY FILES PRIVATE PASSENGER POLICY FILES ONLY FEBRUARY 1990	#1226 - ITEM #13 1994 JULY 1994 <i>Disposal</i> <i>9/24/96</i> <i>[Signature]</i> <i>Disposal</i> <i>9-24-96</i> <i>[Signature]</i>

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 91W1033	DATE REC'D 4-1-91
B. DIVISION/UNIT FISCAL DEPARTMENT			RM CODE 2401
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 16 17	NO. OF CU. FT. 4
D. PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		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 - 4	FISCAL MISCELLANEOUS ACCOUNTING RECORDS 1986	# 1226 - # 12 JULY 1996
3 - 4	FISCAL - INSURANCE ACCOUNTING RECORDS 1985-1986	# 1226 - # 6 JULY 1996

*disposal
9-11-96
AW*

TRANSMITTAL
TRANSDATE: 11/17/90

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCT
DATE: 07/01/1996

***** TRANSMITTAL FOR TRANSFER TO OFFSITE STORAGE *****
CONSOLIDATED REPORT IN ITEM NUMBER SEQUENCE

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES
FISCAL	MISCELLANEOUS ACCOUNTING RECORDS	12	1 OF 4	
FISCAL	INSURANCE ACCOUNTING RECORDS	6	3 OF 4	
CONSOLIDATED TOTAL :		4	OF	4

*Disposed
9-11-96
[Signature]*

TRANSMITTAL FOR STATE RECORDS CENTER

JESSUP BOXES	MAIF BOX #	RESPONSIBLE DESCRIPTION	INDIVIDUAL	ITEM #
4 OF4	146	OPERATIONS RECORDS JANUARY 1986 - JUNE 1986	SMITH FISCAL	12 DEPART.
1 OF4	18	COMMISSION STATEMENTS JUL 1985 - OCT 1985	WATSON FISCAL	6 DEPART.
2 OF4	44	PRODUCER STATEMENTS JUNE 1986	WATSON FISCAL	6 DEPART.
3 OF4	19	PRODUCER STATEMENTS AUGUST 1985 - DECEMBER 1985	WATSON FISCAL	6 DEPART.

CONSOLIDATED TOTAL OF DETAIL TRANSMITTAL: 4 OF 4 BOXES

E DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. <i>94W168</i>	DATE REC'D <i>8-9-93</i>
DIVISION/UNIT SHEILA VENERABLE - LOSS REPORTS-CLAIMS		RM CODE <i>24.01</i>
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) <i>50 32</i>	NO. OF CU. FT. <i>3</i>
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	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
03 BOXES	MISCELLANEOUS CLAIM FILES 1988 - JANUARY 1992	1226 - ITEM 22 JULY 1996 <i>Disposal 8/30/96 AW</i>

REPORT: CONTRAS
TRANSDATE:06/06/93

MARYLAND AUTOMOTIVE INSURANCE FUND
RETENTION SCHEDULE: 1226 * SCHEDULED DESTRUCTION DATE: 07/01/1996

PAGE NUMBER: 1

***** TRANSMITTAL FOR TRANSFER TO OFFSITE STORAGE *****
CONSOLIDATED REPORT IN ITEM NUMBER SEQUENCE

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
LOSS REPORTS	MISCELLANEOUS CLAIM FILES	22	3	03	

CONSOLIDATED TOTAL : 3 OF 03

REPORT: TRANSMIT
RUN DATE: 06/06/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1996

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MATF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 03	000222	✓ LOSS REPORT LETTERS 1988 RECORD #: 07204 NO COVERAGE JANUARY 1992	VENERABLE LOSS REPORTS	22	1226	WAIT TRANS
02 OF 03	000223	✓ LOSS REPORT LETTERS 1988 RECORD #: 07205 NO COVERAGE JANUARY 1992	VENERABLE LOSS REPORTS	22	1226	WAIT TRANS
03 OF 03	000224	✓ LOSS REPORTS SEPTEMBER 1992 RECORD #: 07206 NO COVERAGE MARCH 1992	VENERABLE LOSS REPORTS	22	1226	WAIT TRANS

CONSOLIDATED TOTAL OF OMITTED TRANSMITTAL REPORT: 3 OF 03 BOXES

6/19/93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Loss Reports

RESPONSIBLE INDIVIDUAL: Sheila Venerable
(Print Name)

*(Note: AN ITEM NUMBER AS LISTED ON RETENTION SCHEDULE MUST BE LISTED)

Sheila Venerable
Signature

5 years

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
222	Loss Reports NICORUAG 1-92	22	1 of B	7204	7-2018 1996
223	Loss Reports NICORUAG 7-92	22	2 of B	7205	7-2018 1996
224	Loss Reports NICORUAG March 1992	22	3 of B	7206	7-2018 1996
					7-2018

RECORDS OFFICER: ORIGINAL (WHITE) SHIPPING DEPT/UNIT: (YELLOW) RECEIVING DEPT: (PINK)

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W1028	DATE REC'D 3-16-92
DIVISION/UNIT AGENCY ACCOUNTING / RUSTY WATSON			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 109 35	NO. OF CU. FT. 3
PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		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	
03 BOXES	PREMIUM REFUND CHECK COPIES APRIL 1991	#1226 - ITEM 11 (a) JULY 1996 <i>Disposal 11/13/ab AW</i>	

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 798-1379)
RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W614		DATE REC'D 12-12-91
2. DIVISION/UNIT FISCAL AGENCY ACCOUNTING/RUSTY WATSON				RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 118 31		NO. OF CU. FT. 7
4. PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER		
5. AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		

1. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
7 BOXES	NEGOTIABLE INSTRUMENT COPIES. PREMIUM REFUND CHECK COPIES JANUARY - MARCH 1991	#1226 - ITEM 11 (a) JULY 1996

*disposal
12/27/96
AW*

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

RECORDS TRANSMITTAL AND RECEIPT

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INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W1127	DATE REC'D 3-16-93
DIVISION/UNIT HARRY FRAZIER / FISCAL SUBRO		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 3 18	NO. OF CU. FT. 1
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	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
01 BOX	GENERAL ACCOUNTING RECORDS DEPOSIT ENVELOPES SEPT 1985 - FEBRUARY 1986	1226 - 1 JULY 1996

*disposal 7-11-96
AMU*

REPORT: CONTRANS
TRANSDATE:03/12/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226 SCHEDULED DESTRUCTION DATE: 07/10/1996

PAGE NUMBER: 1

***** TRANSMITTAL FOR TRANSFER TO OFFSITE STORAGE *****
CONSOLIDATED REPORT IN ITEM NUMBER SEQUENCE

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL/SUBROGATION	GENERAL ACCOUNTING RECORDS	1	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 03/12/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/10/1996

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 01	000031	SUBRO DEPOSIT ENVELOPES RECORD #: 06954 SEPT 1985 - FEBRUARY 1986	FRAZIER FISCAL/SUBROGATION	1	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

3/2/93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:
 STATE RECORDS CENTER or ARCHIVES
 RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL/SUBAO

RESPONSIBLE INDIVIDUAL: FRAZIER
 (Print Name)

[Signature]
 Signature

*(Note: AN ITEM NUMBER AS LISTED ON RETENTION SCHEDULE MUST BE LISTED)

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
31	DEPOSITS ENVELOPES SEPT 85 - FEB 86	1	1 of 1	6954	7-1996

RECORDS OFFICER: ORIGINAL (WHITE) SHIPPING DEPT/UNIT: (YELLOW) RECEIVING DEPT: (PINK)