

MAIF 24.01	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.
Reporting Agency		
FISCAL DEPARTMENT- ANNAPOLIS		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
91W1036	GENERAL ACCTG. REC.	1226	1	1987	9	9/8/97	RECYCLE
	MISCELLANEOUS ACCTG.	1226	12	1987	9	9/8/97	
	INSURANCE ACCTG. REC.	1226	6	1987	9	9/8/97	
94W287	MISC. CLAIM FILES	1226	22	1/92-8/92	1	9/8/97	
93W322	UNDERWRITING	1226	13	2/91	70	9/5/97	
93W485	UNDERWRITING	1226	13	3/91	84	8/28/97	
93W486	UNDERWRITING	1226	13	4/91	86	9/30/97	
93W861	MISC. CLAIM FILES	1226	22	1992	1	9/5/97	
93W863	PREMIUM REFND. CHECK	1226	11 (a)	5/92	2	9/5/97	
93W864	PREMIUM REFND. CHECK	1226	11 (a)	4/92	3	9/5/97	
93W492	PREMIUM REFND. CHECK	1226	11 (a)	10/91-2/92	9	11/10/97	
93W858	PASSENGER POLICY	1226	13	5/91	82	9/11/97	
93W859	PASSENGER POLICY	1226	13	6/91	79	9/11/97	
96W620	CLAIM MINOR FILES	1226	21		5	8/26/97	
95W653	SUPPORT DOCUMENTS	1226	15	01/92-03/92	4	9/11/97	
96W381	LITIGATION FILES	1226	30	1992	29	9/8/97	
93W997	PRIVATE PASSENGER	1226	13	7/91	77	3/98	
93W998	NEGOTIABLE INSTRUMNT.	1226	11 (a)	6/92	2	9/8/97	
96W374	COMMERCIAL FILES	1226	14 (a)		47	9/5/97	
96W1354	INTERNAL AUDITING	1226	29		1	9/11/97	

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

 Signature
 DGS 550-2 (Rev. 1/93)

 Records Center Manger
 Title

 June 30, 1998
 Date

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. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>911036</i>	DATE REC'D 4-1-91
B. DIVISION/UNIT FISCAL DEPARTMENT		LOCATION RANGE SECTION(S) 9 27	RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4230		NO. OF CU. FT. 9	
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
2 - 9	FISCAL _ GENERAL ACCOUNTING RECORDS 1987	# 1226 - # 1 JULY 1997
3 - 9	FISCAL _ MISCELLANEOUS ACCOUNTING 1987	# 1226 - # 12 JULY 1997
4 - 9	FISCAL _ INSURANCE ACCOUNTING RECORDS 1987	# 1226 - # 6 JULY 1997

also for disposal

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. 94W287	DATE REC'D 9-8-93
DIVISION/UNIT SHEILA VENERABLE - LOSS REPORTS		RM CODE 2401
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 8 3	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	MISCELLANEOUS CLAIM FILES RESERVE CORRECTIONS JAN 92 - AUG 92	1226 - ITEM 22 JULY 1997 9/8/97 Disposal AN

REPORT: CONTRANS
TRANS DATE: 07/06/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

***** 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	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 07/06/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAJF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 01	000231	RESERVE CORRECTIONS RECORD #: 07330 JANUARY 1992 - AUGUST 1992	VENERABLE LOSS REPORTS	22	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

7-6-93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Claim Systems

RESPONSIBLE INDIVIDUAL: Sheila Venerable
(Print Name)

Sheila Venerable
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
231	Jan 92 - Aug 92 Blair Corrections	02	1 of 1	7330	7/1997

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. 93W322	DATE REC'D 9-21-92
DIVISION/UNIT UNDERWRITING - ELLEN BECKER		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 37 12-13	NO. OF CU. FT. 70
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
70 BOXES	UNDERWRITING - PRIVATE PASSENGER FEBRUARY 1991	#1226 - 13 1997 JULY 1995 <i>Disposal</i> <i>9/5/97</i> <i>[Signature]</i>

RECORDS TRANSMITTAL AND RECEIPT

E

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W485	DATE REC'D 10-14-92
3. DIVISION/UNIT ELLEN BECKER - P.B. UNDERWRITING SERV.			RM CODE 24.01
2. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 55 24-25	NO. OF CU. FT. 84
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
84 BOXES	UNDERWRITING - PRIVATE PASSENGER POLICY FILES ONLY MARCH 1991	# 1226 - 13 JULY 1995 ¹⁹⁹⁷ <i>Disposal 8-28-97 AW</i>

REPORT: CONTRANS
TRANSDATE:08/28/92

MARYLAND-AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1995

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

DEPARTMENT	TITLE	ITEM NUMBR	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	84	OF 84	

CONSOLIDATED TOTAL : 84 OF 84

REPORT: TRANSMIT
RWN DATE: 08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1995

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
84 OF 84	000391	PRIVATE PASSENGER BOXES	RECKER	13	1226	WAIT TRANS
	RECORD #: 05964	MARCH 1991	UND. PRIV. PASS.			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 84 OF 84 BOXES

RECORDS TRANSMITTAL AND RECEIPT

E

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>93W486</i>	DATE REC'D <i>10-14-92</i>
DIVISION/UNIT ELLEN BECKER - P.P. UNDERWRITING SERV.			RM CODE <i>24.01</i>
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>55 26-28</i>	NO. OF CU. FT. <i>86</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
86 BOXES	UNDERWRITING — PRIVATE PASSENGER POLICIES ONLY APRIL 1991	1226 ITEM # 13 JULY 1995 ¹⁹⁹⁷ <i>*Missing Bx #85 Disposal 9/30/97 gpy</i>

REPORT: CONTRANS
TRANSDATF:09/04/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1995

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	86	OF 86	

CONSOLIDATED TOTAL : 86 OF 86

REPORT: TRANSMIT
RUN DATE: 09/04/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULE DESTRUCTION DATE: 07/01/1995

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
86 OF 86	000491	PRIVATE PASSENGER BOXES RECORD #: 05965 APRIL 1991	RECKER UND. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 86 OF 86 BOXES

5965

86 of 84

POLY NUMBER	POLICY FROM	NUMBERS TO
001	DF 000	7866345 9868456
002	DF 005	8042159 8302854
003	DF 005	8302823 8231573
003	DF 085	8331703 8343280
004	DF 085	8342310 8351364
005	DF 085	8351658 8356862
005	DF 085	8356951 8361017
007	DF 085	8361114 8264911
008	DF 086	8265586 8370148
009	DF 086	8370458 8373937
010	DF 086	8374089 8376650
011	DF 086	8376782 8379811
012	DF 085	8380224 8383119
013	DF 085	8383221 8385705
014	DF 036	8385370 8388721
015	DF 086	8389086 8391242
016	DF 086	8391404 8393741
017	DF 086	8393970 8396066
018	DF 085	8396250 8398271
019	DF 086	8398492 8400578
020	DF 085	8400802 8402961
021	DF 086	8403208 8405170
022	DF 086	8405421 8407440
023	DF 085	8407750 8409745
024	DF 085	8410034 8412029
025	DF 086	8412324 8414153
026	DF 086	8414447 8416288

BOX NUMBER	POLICY FROM	NUMBERS TO
027	DF 086	6418571 6418604
028	DF 086	6418906 6420714
029	DF 086	6421044 6422857
030	DF 016	6423195 6425074
031	DF 031	6425414 6427212
032	DF 036	6427667 6429363
033	DF 036	6429762 6431600
034	DF 066	6431961 6433778
035	DF 086	6434146 6435878
036	DF 036	6436262 6437994
037	DF 086	6438435 6440139
038	DF 036	6440626 6442351
039	DF 086	6442785 6444486
040	DF 086	6444707 6446578
041	DF 036	6447000 6448694
042	DF 036	6449135 6450842
043	DF 036	6451218 6453027
044	DF 036	6453523 6455240
045	DF 036	6455739 6457359
046	DF 036	6457855 6459580
047	DF 036	6460104 6461712
048	DF 036	6462239 6463820
049	DF 036	6464362 6466021
050	DF 036	6466579 6468121
051	DF 086	6468567 6470258
052	DF 036	6470819 6472609
053	DF 086	6473257 6474814

BOX NUMBER	POLICY FROM	NUMBERS TO
054	DF 085	0475403 0477104
055	DF 086	0477732 0479247
056	DF 086	0479875 0481381
057	DF 086	0482000 0483562
058	DF 086	0484232 0485614
059	DF 086	0486685 0488165
060	DF 086	0489331 0490410
061	DF 086	0491085 0492529
062	DF 086	0493223 0494653
063	DF 086	0495382 0496842
064	DF 086	0497555 0499167
065	DF 086	0499206 0501595
066	DF 086	0502425 0503849
067	DF 086	0504608 0506017
068	DF 086	0506759 0508522
069	DF 086	0509359 0510845
070	DF 086	0511655 0513178
071	DF 086	0513992 0515510
072	DF 086	0516339 0517955
073	DF 086	0519027 0520920
074	DF 086	0522304 0524498
075	DF 086	0525451 0527233
076	DF 086	0528302 0529820
077	DF 086	0531710 0533993
078	DF 086	0535368 0537166
079	DF 086	0539051 0541358
080	DF 086	0543220 0545002

PROGRAM TO: APR 1963
INCLUSIVE DATE 4/72

MARYLAND AUTOMOBILE INSURANCE FUND
STORAGE BOX CONTENTS

PAGE 4

BOX NUMBER	POLICY FROM	NUMBERS TO
081 OF 086	6548095	6548050
082 OF 086	6552228	6556047
083 OF 086	6557795	6560605
084 OF 086	6564364	6569971
085 OF 086	6597481	1135006
086 OF 086	1291118	1376542

MISSING

~~38-42~~

~~52, 56~~

~~63-69~~

~~83-85~~

Missing By 85

R-55

S-26-28

10 empties

S-28

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

E

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. Q3W861	DATE REC'D 1-18-93
DIVISION/UNIT BARBARA HAYNIE - LOSS REPORTS			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 32 31	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
1 BOX	MISCELLANEOUS CLAIM FILES 1992	1226 - ITEM 22 JULY 1997 <i>Disposal</i> <i>9/5/97</i> <i>[Signature]</i>

REPORT: CONTRANS
TRANSDATE: 11/26/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

***** 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	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
UN DATE: 11/26/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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 RECORD #: 06303	000212	CL 9'S MAY 1989 - FEBRUARY 1992	HAYNIE LOSS REPORTS	22	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

283

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES
RETENTION SCHEDULE: 1226

DEPARTMENT: _____

RESPONSIBLE INDIVIDUAL: Sherry Butler
(Print Name) (for B Haynie)

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

Signature 11-26-92

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
212	CL 9's 5-89/2-92	22	1081	6303	7/97

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. 93W863	DATE REC'D 1-18-93
DIVISION/UNIT RUSTY WATSON - FISCAL			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 32 5	NO. OF CU. FT. 2
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
2 BOXES	NEGOTIABLE INSTRUMENT COPIES MAY 1992 PREMIUM REFUND CHECK "COPIES"	1226 - ITEM 11 (a) 7/97 <i>Disposal</i> 9/5/97 <i>[Signature]</i>

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
TISCAL	PREMIUM REFUND CHECK * COPIES *	11 (a)	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

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	000282	NEGOTIABLE INSTRUMENT "COPIES"	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #:	06300 PREMIUM REFUND CHECK "COPIES" 05/92	FISCAL			
02 OF 02	000283	NEGOTIABLE INSTRUMENT "COPIES"	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #:	06301 PREMIUM REFUND CHECK "COPIES" 05/92	FISCAL			

CONSOLIDATED TOTAL OF OUTLINED TRANSMITTAL REPORT: 2 OF 02 BOXES

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: FISCAL ACCOUNTING

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

11-30-92

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
282	Negotiable Instrument "Copies" Premium Refund "Copies" 5/92	(11) (a)	1082	6300	7/1997
283	Negotiable Instrument "Copies" Premium Refund "Copies" 5/92	(11) (a)	2082	6301	7/1997

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

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. 93W864	DATE REC'D 1-18-93
DIVISION/UNIT RUSTY WATSON - FISCAL			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 32 11	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
3 BOXES	NEGOTIABLE INSTRUMENT " COPIES " APRIL 1992 - PREMIUM REFUND CHECK COPIES	1226 - ITEM 11 (a) JULY 1997 <i>Disposal</i> <i>9/5/97</i> <i>SPV</i>

REPORT: CONTRANS
TRANSDATE:11/30/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK * COPIES *	11 (a)	3	OF 03	

CONSOLIDATED TOTAL : 3 OF 03

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAJF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 03	000279	NEGOTIABLE INSTRUMENT "COPIES" RECORD #: 06297 PREMIUM REFUND CHECK "COPIES" 04/92	WATSON FISCAL	11 (a)	1226	WAIT TRANS
02 OF 03	000280	NEGOTIABLE INSTRUMENT "COPIES" RECORD #: 06298 PREMIUM REFUND CHECK "COPIES" 04/92	WATSON FISCAL	11 (a)	1226	WAIT TRANS
03 OF 03	000281	NEGOTIABLE INSTRUMENT "COPIES" RECORD #: 06299 PREMIUM REFUND CHECK "COPIES" 04/92	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 3 OF 03 BOXES

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: FISCAL ACCOUNTING

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

11-30-92

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
279	Negotiable Instrument "Copies" Premium Refund Check "Copies" 4/92	(11) (a)	<i>10/3</i>	<i>6297</i>	7/1997
280	Negotiable Instrument "Copies" Premium Refund Check "Copies"	(11) (a)	<i>20/3</i>	<i>6298</i>	7/1997
281	Negotiable Instrument "Copies" Premium Refund Check "Copies"	(11) (a)	<i>30/3</i>	<i>6299</i>	7/1997

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

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. 936492	DATE REC'D 10-14-92
DIVISION/UNIT RUSTY WATSON - FISCAL DEPARTMENT			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 102 19	NO. OF CU. FT. 9
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
09 BOXES	PREMIUM REFUND CHECK "COPIES OCTOBER 1991 THRU FEBRUARY 1992	# 1226 - ITEM # 11 (a) JULY 1997 <i>disposal 11/10/97 AW</i>

REPORT: CONTRANS
TRANSDATE:08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK " COPIES "	11 (a)	9	OF 09	

CONSOLIDATED TOTAL : 9 OF 09

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 09	000256	PREMIUM REFUND CHECK COPIES RECORD #: 05945 NOVEMBER 1991	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 02 OF 09	000257	PREMIUM REFUND CHECK COPIES RECORD #: 05946 NOVEMBER 1991 TO DECEMBER 1991	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 03 OF 09	000258	PREMIUM REFUND CHECK COPIES RECORD #: 05947 DECEMBER 1991	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 04 OF 09	000259	PREMIUM REFUND CHECK COPIES RECORD #: 05948 DECEMBER 1991 TO JANUARY 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 05 OF 09	000260	PREMIUM REFUND CHECK COPIES RECORD #: 05949 JANUARY 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 06 OF 09	000261	PREMIUM REFUND CHECK COPIES RECORD #: 05950 JANUARY 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 07 OF 09	000265	PREMIUM REFUND CHECK COPIES RECORD #: 05951 OCTOBER 1991	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 08 OF 09	000266	PREMIUM REFUND CHECK COPIES RECORD #: 05952 FEBRUARY 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
✓ 09 OF 09	000267	PREMIUM REFUND CHECK COPIES RECORD #: 05953 FEBRUARY 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 9 OF 09 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

8/28/92

Pop 2 of 2 Pgs

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Fiscal

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
265	Negotiable Instrument copies Premium Refund Check "Copies" 10/91	11 (a)	S951	<i>7/89</i>	07/97
266	Negotiable Instrument copies Premium Refund Check "Copies" 2/92	11 (a)	S952	<i>8/89</i>	07/97
267	Negotiable Instrument copies Premium Refund Check "Copies" 2/92	11 (a)	S953	<i>9/89</i>	07/97

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

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

8/28/92
Page 1 of 2 pages

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Fiscal

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
256	Negotiable Instrument "Copies" Premium Refund Check "Copies" 11/91 (11) (a)		5945	1 of 9	07/97
257	Negotiable Instrument "Copies" Premium Refund Check "Copies" 11/91 to 12/91 (11) (a)		5946	2 of 9	07/97
258	Negotiable Instrument "Copies" Premium Refund Check "Copies" 12/91 (11) (a)		5947	3 of 9	07/97
259	Negotiable Instrument "Copies" Premium Refund check "Copies" 12/91 to 1/92 (11) (a)		5948	4 of 9	07/97
260	Negotiable Instrument "Copies" Premium Refund Check "Copies" 1/92 (11) (a)		5949	5 of 9	07/97
261	Negotiable Instrument "Copies" Premium Refund Check "Copies" 1/92 (11) (a)		5950	10 of 9	07/97

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

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. 93W858	DATE REC'D 1-18-93
DIVISION/UNIT ELLEN BECKER PRIV PASS UND SERVICES			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 27 13-15	NO. OF CU. FT. 82
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
82 BOXES	PRIVATE PASSENGER POLICY FILES ONLY - MAY 1991 UNDERWRITING	1226 - ITEM 13 JULY 1995-1997 <i>Disposal a/r/a/n AW</i>

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
IND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	82	OF 82	

CONSOLIDATED TOTAL : 82 OF 82

REPORT: TRANSMIT
UN DATE: 11/30/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1995

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
82 OF 82 RECORD #:	000591 06294	PRIVATE PASSENGER BOXES MAY 1991	BECKER UND. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 82 OF 82 BOXES

74-95

1500-1

BOX NUMBER	POLICY FROM	NUMBERS TO
000	DF 000	9867255 9868751
001	DF 082	G054977 G483643
002	DF 082	G483759 G510926
003	DF 082	G511035 G522177
004	DF 082	G522207 G529554
005	DF 082	G529813 G534213
006	DF 082	G534310 G539347
007	DF 082	G539479 G544200
008	DF 082	G544456 G547356
009	DF 082	G547463 G551339
010	DF 082	G551460 G554672
011	DF 082	G554834 G558368
012	DF 082	G558953 G561623
013	DF 082	G561806 G564341
014	DF 082	G564597 G566883
015	DF 082	G567073 G569483
016	DF 082	G570090 G572182
017	DF 082	G572379 G574568
018	DF 082	G574789 G576838
019	DF 082	G577036 G579128
020	DF 082	G579322 G581270
021	DF 082	G581505 G583443
022	DF 082	G583672 G585615
023	DF 082	G585845 G587767
024	DF 082	G588011 G590008
025	DF 082	G590253 G592183
026	DF 082	G592493 G594399

#6294

BOX NUMBER	POLICY FROM	NUMBERS TO
027	DF 082	G594704 G596618
028	DF 082	G596901 G598750
029	DF 082	G599072 G600933
030	DF 082	G601255 G603096
031	DF 082	G603436 G605218
032	DF 082	G605579 G607350
033	DF 082	G607709 G609477
034	DF 082	G609933 G611595
035	DF 082	G611978 G613814
036	DF 082	G614223 G616066
037	DF 082	G616465 G618182
038	DF 082	G618581 G620284
039	DF 082	G620691 G622406
040	DF 082	G622864 G624611
041	DF 082	G625049 G626762
042	DF 082	G627238 G628978
043	DF 082	G629435 G631073
044	DF 082	G631553 G633211
045	DF 082	G633696 G635370
046	DF 082	G635869 G637578
047	DF 082	G638086 G639716
048	DF 082	G640242 G641842
049	DF 082	G642385 G643993
050	DF 082	G644620 G646275
051	DF 082	G646844 G648502
052	DF 082	G649061 G650639
053	DF 082	G651228 G652844

BOX NUMBER	POLICY FROM	NUMBERS TO	
054	DF 082	G653433	G654979
055	DF 082	G655576	G657307
056	DF 082	G657725	G659431
057	DF 082	G660103	G661630
058	DF 082	G662300	G664109
059	DF 082	G664753	G666276
060	DF 082	G667027	G668465
061	DF 082	G669143	G670664
062	DF 082	G671377	G672802
063	DF 082	G673493	G674996
064	DF 082	G676069	G677715
065	DF 082	G678703	G680562
066	DF 082	G681305	G682921
067	DF 082	G683847	G685327
068	DF 082	G686137	G687648
069	DF 082	G688520	G690096
070	DF 082	G690916	G692374
071	DF 082	G693664	G695889
072	DF 082	G696809	G698747
073	DF 082	G700091	G702191
074	DF 082	G703376	G705085
075	DF 082	G706162	G709927
076	DF 082	G711603	G714343
077	DF 082	G715749	G719175
078	DF 082	G721730	G724659
079	DF 082	G727704	G731531
080	DF 082	G734816	G740107

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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. 93W 859	DATE REC'D 1-18-93
DIVISION/UNIT ellen becker- priv pass und serv			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 27 15-16	NO. OF CU. FT. 79
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
79 BOXES	PRIVATE PASSENGER POLICY FILES ONLY - JUNE 1991 UNDERWRITING	1226 - ITEM 13 JULY 1995 1997 <i>Disposal 9/11/97 AB</i>

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
IND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	79	OF 79	

CONSOLIDATED TOTAL : 79 OF 79

REPORT: TRANSMIT
RUN DATE: 11/30/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1995

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
79 OF 79 RECORD #:	000691	PRIVATE PASSENGER BOXES 06295 JUNE 1991	BECKER UNO. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 79 OF 79 BOXES

7-1-95

11-30-11

#6295

POLICY NUMBER	FROM	TO	POLICY NUMBER	FROM	TO
000	DF	000	9868165		9869392
001	DF	079	6256324		6556890
002	DF	079	6056363		6680097
003	DF	079	6680139		6594040
004	DF	079	6694075		6700210
005	DF	079	6700295		6706928
006	DF	079	6706987		6710240
007	DF	079	6710445		6714092
008	DF	079	6714165		6718128
009	DF	079	6718217		6721277
010	DF	079	6721404		6724845
011	DF	079	6724977		6727755
012	DF	079	6727895		6730693
013	DF	079	6730345		6733836
014	DF	079	6733992		6736431
015	DF	079	6736576		6738994
016	DF	079	6739206		6742371
017	DF	079	6742406		6744990
018	DF	079	6745125		6747470
019	DF	079	6748000		6750048
020	DF	079	6750250		6752237
021	DF	079	6752512		6754469
022	DF	079	6754728		6756925
023	DF	079	6757204		6759142
024	DF	079	6759436		6761325
025	DF	079	6761597		6763484
026	DF	079	6763751		6765606

BOX NUMBER	POLICY FROM	NUMBERS TO	
027	OF 079	G765908	G767714
028	OF 079	G768028	G769855
029	OF 079	G770197	G772041
030	OF 079	G772394	G774265
031	OF 079	G774605	G776411
032	OF 079	G776756	G778609
033	OF 079	G778953	G780729
034	OF 079	G781113	G782925
035	OF 079	G783329	G785070
036	OF 079	G785496	G787316
037	OF 079	G787723	G789505
038	OF 079	G790912	G791615
039	OF 079	G792069	G793758
040	OF 079	G794185	G795866
041	OF 079	G796307	G798057
042	OF 079	G798539	G800231
043	OF 079	G800703	G802358
044	OF 079	G802938	G804504
045	OF 079	G805055	G806779
046	OF 079	G807295	G808909
047	OF 079	G809425	G811055
048	OF 079	G811594	G813260
049	OF 079	G813791	G815409
050	OF 079	G815956	G817605
051	OF 079	G818165	G819722
052	OF 079	G820372	G822057
053	OF 079	G822642	G824191

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BOX NUMBER	POLICY FROM	NUMBERS TO	
054	DF 079	G824858	G826494
055	DF 079	G827091	G828659
056	DF 079	G829264	G830823
057	DF 079	G831587	G833237
058	DF 079	G833865	G835353
059	DF 079	G836074	G837720
060	DF 079	G838409	G839923
061	DF 079	G840691	G842236
062	DF 079	G843062	G844549
063	DF 079	G845324	G846903
064	DF 079	G847750	G849621
065	DF 079	G850573	G852363
066	DF 079	G853165	G854870
067	DF 079	G855737	G857438
068	DF 079	G858477	G861029
069	DF 079	G862334	G864109
070	DF 079	G865090	G867050
071	DF 079	G868405	G870531
072	DF 079	G871945	G874170
073	DF 079	G876424	G878664
074	DF 079	G879928	G882653
075	DF 079	G885245	G889798
076	DF 079	G891830	G895305
077	DF 079	G898789	G905572
078	DF 079	G919050	H296227
079	DF 079	H296235	J195273

E

RECORDS TRANSMITTAL AND RECEIPT

09/15/95

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W620	DATE REC'D 11-27-95
B. DIVISION/UNIT ALMA GENE ADAMS - CLAIMS MAIL & FILE		LOCATION RANGE SECTION(S) 63 23	RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RECORDS CENTER MANAGER	NO. OF CU. FT. 5
D. PHONE NO. 410 - 269 - 8558		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
05 BOXES	CLAIM MINOR FILES "BODILY INJURY"	1226 - ITEM 21 JULY 1997 <i>Disposal 8/26/97 jps</i>

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 05 RECORD #: 04685	A 005137	CLAIM FILES DOB 05/31/85	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
02 OF 05 RECORD #: 06674	B 000845	CLAIM MINOR FILES DOB 02/75	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
03 OF 05 RECORD #: 06694	B 000866	CLAIM MINOR FILES	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
04 OF 05 RECORD #: 07462	B 001781	CLAIM MINOR FILES DOB 05/75	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
05 OF 05 RECORD #: 05805	B 001782	CLAIM MINOR FILES DOB 01/75	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 005 OF 05 BOXES

REPORT: CONTRANS
TRANSDATE: 09/15/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
CLAIMS MINOR FILES	CLAIM FILES - MINOR - BODILY INJURY	21	005	OF 05	

CONSOLIDATED TOTAL : 005 OF 05

11/17/94

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. 95W653	DATE REC'D 11-28-94
DIVISION/UNIT ELLEN BECKER - UND SUPPORT		RANGE 22	RM CODE 2401
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		SECTION(S) 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 01/92 - 03/92	1226 - ITEM 15 JULY 1997

*disposal
9/11/97
AM*

REPORT: CONTRANS
TRANSDATE: 11/17/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

***** 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: 11/17/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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	000052	P6160 RENEWAL LIST RECORD #: 09262 01/92 - 06/92	BECKER UND. SUPPORT	15	1226	WAIT TRANS
02 OF 04	000053	IDEC541 DAILY DOCUMENT CONTROL LIST RECORD #: 09263 04/92 - 05/92	BECKER UND. SUPPORT	15	1226	WAIT TRANS
03 OF 04	000054	IDEC541 DAILY DOCUMENT CONTROL LIST RECORD #: 09264 01/92 - 02/92	BECKER UND. SUPPORT	15	1226	WAIT TRANS
04 OF 04	000055	IDEC541 DAILY DOCUMENT CONTROL LIST RECORD #: 09265 03/92	BECKER UND. SUPPORT	15	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 4 OF 04 BOXES

E

RECORDS TRANSMITTAL AND RECEIPT

08/24/95

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES.

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W381	DATE REC'D 10-18-95
B. DIVISION/UNIT KATHY HOEFLER / HOUSE COUNSEL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 7 9-10	NO. OF CU. FT. 29
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ. MUMME, RECORDS ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. <u>Revised</u> DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
29 BOXES	LITIGATION FILES 1992	1226 - ITEM 30 JULY 1997

*disposal
9/8/97
dw*

REPORT: CONTRANS
TRANSDATE:08/24/95

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 07/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
EXECUTIVE	LITIGATION FILES / HOUSE COUNSEL	30	029	OF 29	

CONSOLIDATED TOTAL : 029 OF 29

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 29 RECORD #: 01129	000242	LITIGATION FILES JAN - FEB 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
02 OF 29 RECORD #: 01133	000243	LITIGATION FILES FEB 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
03 OF 29 RECORD #: 01137	000244	LITIGATION FILES FEB 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
04 OF 29 RECORD #: 01141	000245	LITIGATION FILES FEB 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
5 OF 29 RECORD #: 01145	000246	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
06 OF 29 RECORD #: 01151	000247	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
07 OF 29 RECORD #: 01153	000248	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
08 OF 29 RECORD #: 01158	000249	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
09 OF 29 RECORD #: 01162	000250	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
10 OF 29 RECORD #: 01166	000251	LITIGATION FILES MAR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
11 OF 29 RECORD #: 01170	000252	LITIGATION FILES MAR - APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
12 OF 29 RECORD #: 01174	000253	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
13 OF 29 RECORD #: 01178	000254	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

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
14 OF 29 RECORD #: 01182	000255	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
15 OF 29 RECORD #: 01186	000256	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
16 OF 29 RECORD #: 01190	000257	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
17 OF 29 RECORD #: 01194	000258	LITIGATION FILES APR 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
18 OF 29 RECORD #: 01198	000259	LITIGATION FILES APR - MAY 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
19 OF 29 RECORD #: 01203	000260	LITIGATION FILES MAY 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
20 OF 29 RECORD #: 01207	000261	LITIGATION FILES MAY 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
21 OF 29 RECORD #: 01212	000262	LITIGATION FILES MAY 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
22 OF 29 RECORD #: 01218	000263	LITIGATION FILES MAY 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
23 OF 29 RECORD #: 01222	000264	LITIGATION FILES MAY - JUN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
24 OF 29 RECORD #: 01226	000265	LITIGATION FILES 09/91	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
25 OF 29 RECORD #: 01232	000266	LITIGATION FILES 06/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
26 OF 29 RECORD #: 01238	000267	LITIGATION FILES 06/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

REPORT: TRANSMIT
RUN DATE: 08/24/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 3
SCHEDULED DESTRUCTION DATE: 07/01/1997

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
27 OF 29 RECORD #: 01243	000268	LITIGATION FILES 06/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
28 OF 29 RECORD #: 01248	000269	LITIGATION FILES 07/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
29 OF 29 RECORD #: 01252	000270	LITIGATION FILES 07/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 029 OF 29 BOXES

R-7

S-~~8~~ 9-10

18 Empties

2-10

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. 93W997	DATE REC'D 2-18-93
DIVISION/UNIT ELLEN BECKER / P P UND SERVICES			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 41 6-8	NO. OF CU. FT. 77
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
1 - 77 BOXES	PRIVATE PASSENGER UNDERWRITING JULY 1991	#1226 - ITEM 13 JULY 1996 1997 disposal 3-98 AW

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. 93W998	DATE REC'D 2-17-93
DIVISION/UNIT WATSON- FISCAL DEPARTMENT		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 42 4	NO. OF CU. FT. 2
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
1 - 2	BOXES NEGOTIABLE INSTRUMENT "COPIES" JUNE 1992	1226 - 11 (a) JULY 1997 <i>Disposal</i> <i>9/8/97</i> <i>JPS</i>

R. ~~42~~ 42

S - 4

1 empty

E

09/02/95

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W374	DATE REC'D 10-18-95
B. DIVISION/UNIT MILLER / COMMERCIAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 32 11-12	NO. OF CU. FT. 47
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ. MUMME, RECORDS 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
47 BOXES	UNDERWRITING - COMMERCIAL POLICY FILES	1226 - ITEM 14 (a) JULY 1997 <i>Disposal</i> <i>9/5/97</i> <i>[Signature]</i>

REPORT: CONTRANS
TRANSDATE:09/02/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
COMMERCIAL	UNDERWRITING - COMMERCIAL	14 (a)	047	OF 47	

CONSOLIDATED TOTAL : 047 OF 47

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 47 RECORD #:	000469 01850	COMMERCIAL POLICIES FEB 91 - 92 X68-45-97 - X68-60-26	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
02 OF 47 RECORD #:	000470 01851	COMMERCIAL POLICIES JAN 91 - 92 X68-60-34 - X68-73-75	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
03 OF 47 RECORD #:	000471 01852	COMMERCIAL POLICIES JAN 91 - 92 X68-73-83 - X68-88-43	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
04 OF 47 RECORD #:	000472 01853	COMMERCIAL POLICIES JAN 91 - 92 X68-88-51 - X69-02-01	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
05 OF 47 RECORD #:	000473 01854	COMMERCIAL POLICIES JAN 91 - 92 X69-02-28 - X69-16-23	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
06 OF 47 RECORD #:	000474 01855	COMMERCIAL POLICIES JAN 91 - 92 X69-16-31 - X69-29-64	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
07 OF 47 RECORD #:	000475 01856	COMMERCIAL POLICIES JAN 91 - 92 X69-29-72 - X69-43-39	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
08 OF 47 RECORD #:	000476 01857	COMMERCIAL POLICIES FEB 91 - 92 X69-43-47 - X69-56-88	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
09 OF 47 RECORD #:	000477 01858	COMMERCIAL POLICIES APR 91 - 92 X69-57-18 - X69-70-79	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
10 OF 47 RECORD #:	000478 01859	COMMERCIAL POLICIES MAR 91 - 92 X69-70-87 - X69-84-31	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
11 OF 47 RECORD #:	000479 01860	COMMERCIAL POLICIES MAR 91 - 92 X69-84-58 - X69-98-96	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
12 OF 47 RECORD #:	000480 01861	COMMERCIAL POLICIES FEB 91 - 92 X69-96-59 - X70-10-09	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
13 OF 47 RECORD #:	000481 01862	COMMERCIAL POLICIES MAR 91 - 92 X70-10-17 - X70-24-20	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

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
14 OF 47 RECORD #:	000482 01863	COMMERCIAL POLICIES APR 91 - 92 X70-24-39 - X70-38-18	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
15 OF 47 RECORD #:	000483 01864	COMMERCIAL POLICIES MAR 91 - 92 X70-38-26 - X70-52-25	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
16 OF 47 RECORD #:	000484 01865	COMMERCIAL POLICIES JUN 91 - 92 X70-52-33 - X70-65-90	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
17 OF 47 RECORD #:	000485 01866	COMMERCIAL POLICIES APR 91 - 92 X70-66-04 - X70-76-86	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
18 OF 47 RECORD #:	000486 01867	COMMERCIAL POLICIES JUN 91 - 92 X70-77-08 - X70-87-04	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
19 OF 47 RECORD #:	000487 01868	COMMERCIAL POLICIES APR 91 - 92 X70-87-12 - X70-97-00	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
20 OF 47 RECORD #:	000488 01869	COMMERCIAL POLICIES APR 91 - 92 X70-97-19 - X71-07-09	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
21 OF 47 RECORD #:	000489 01870	COMMERCIAL POLICIES APR 91 - 92 X71-07-33 - X71-17-80	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
22 OF 47 RECORD #:	000490 01871	COMMERCIAL POLICIES APR 91 - 92 X71-17-99 - X71-28-17	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
23 OF 47 RECORD #:	000491 01873	COMMERCIAL POLICIES APR 91 - 92 X71-28-25 - X71-38-13	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
24 OF 47 RECORD #:	000492 01874	COMMERCIAL POLICIES APR 91 - 92 X71-38-21 - X71-48-52	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
25 OF 47 RECORD #:	000493 01875	COMMERCIAL POLICIES APR 91 - 92 X71-48-60 - X71-58-40	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
26 OF 47 RECORD #:	000494 01877	COMMERCIAL POLICIES MAY 91 - 92 X71-58-59 - X71-68-63	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

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
27 OF 47	000495	COMMERCIAL POLICIES APR 91 - 92 RECORD #: 01878 X71-68-71 - X71-78-94	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
28 OF 47	000496	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01879 X71-79-08 - X71-89-04	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
29 OF 47	000497	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01880 X71-89-12 - X71-99-51	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
30 OF 47	000498	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01881 X71-99-78 - X72-10-42	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
31 OF 47	000499	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01882 X72-10-50 - X72-22-19	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
32 OF 47	000500	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01883 X72-22-27 - X72-32-74	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
33 OF 47	000501	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01884 X72-32-82 - X72-43-19	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
34 OF 47	000502	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01885 X72-43-27 - X72-53-31	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
35 OF 47	000503	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01886 X72-53-58 - X72-63-70	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
36 OF 47	000504	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01887 X72-63-89 - X72-73-69	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
37 OF 47	000505	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01888 X72-73-77 - X72-84-38	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
38 OF 47	000506	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01889 X72-84-46 - X72-94-69	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
39 OF 47	000507	COMMERCIAL POLICIES MAY 91 - 92 RECORD #: 01890 X72-94-77 - X73-05-48	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

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
40 OF 47	000508	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01891 X73-05-56 - X73-16-17	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
41 OF 47	000509	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01892 X73-16-25 - X73-27-37	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
42 OF 47	000510	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01893 X73-27-45 - X73-38-16	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
43 OF 47	000511	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01894 X73-38-22 - X73-48-53	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
44 OF 47	000512	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01895 X73-48-61 - X73-59-30	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
45 OF 47	000513	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01896 X73-59-49 - X73-70-38	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
46 OF 47	000514	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01897 X73-70-46 - X73-80-50	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
47 OF 47	000515	COMMERCIAL POLICIES JUN 91 - 92 RECORD #: 01898 X73-80-85 - X73-91-46	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 047 OF 47 BOXES

R-32

S-11-12

36 empties

S-12

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W1354	DATE REC'D 4-23-96
B. DIVISION/UNIT DE SOUSA - EXEC/CLAIMS AUDITING			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 30	LOCATION SECTION(S) 11
D. PHONE NO. 410 - 269 - 8558		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		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 Box	INTERNAL AUDITING	1226 - ITEM 29 07/01/97	

*Disposal
9-11-97
AW*

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/97

***** Transmittal for Transfer to OffSite Storage *****

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
EXEC/CLAIMS AUDITING	INTERNAL AUDITING	29	1 OF 01	01	WAIT TRANS
Consolidated Total: 01		OF 01			

07/06/93

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. 94W291	DATE REC'D 9-8-93
DIVISION/UNIT SHEILA VENERABLE - LOSS REPORTS			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 7 4	NO. OF CU. FT. 2
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	
02 BOXES	MISCELLANEOUS CLAIM FILES RESERVE CORRECTIONS SEPT 92 - MAY 93 <i>2 spaces</i>	1226 - ITEM 22 JULY 1998 <i>Disposal</i> <i>9/14/98</i> <i>SM</i>	

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. 94W1106	DATE REC'D 5-10-94
DIVISION/UNIT BECKER - UNDERWRITING			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 67 1-11	NO. OF CU. FT. 432
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
432 BOXES	UNDERWRITING - PRIVATE PASSENGER JUNE 1992 + <i>July 1992</i>	-1226 - ITEM 13 JULY 1996 1997 <i>1998</i> <i>DISPOSAL</i> <i>9-10-98</i>

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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IONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1159	DATE REC'D 5-13-94
DIVISION/UNIT BURKE-BEBEE - MEDICAL MANAGEMENT			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 162 23	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
1 BOX	MISCELLANEOUS CLAIM FILES NOVEMBER 1992 to DECEMBER 1992	1226-ITEM #22 JANUARY 1998 <i>Disposal</i> <i>9/14/98</i> <i>MM</i>

REPORT: CONTRANS
TRANSDATE:01/04/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
MEDICAL MANAGEMENT	MISCELLANEOUS CLAIM FILES	22	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 01/04/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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	000003	MEDICAL REVIEWS 1990 - 1992	BURKE-BEBEE	22	1226	WAIT TRANS
RECORD #:	08022	1992 DME'S, MDSUPIP 11-92 THRU 12-92	MEDICAL MANAGEMENT			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

~~12-31-93~~
1-4-94

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Medical Management

RESPONSIBLE INDIVIDUAL: Suzie Burke-Bebel
(Print Name)

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

Suzie Burke Bebel
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
# 3	-1990-92 MAIF Reviews -1992 DHE's -Nov. 92 thru Dec. 92 MDSUPP	22	1081	8022	JAN. 1998

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1160	DATE REC'D 5-13-94
DIVISION/UNIT BURKE-BEBEE - MEDICAL MANAGEMENT			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 162 23	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
1 BOX	MISCELLANEOUS CLAIM FILES MAY 1992	1226-ITEM #22 JULY 1998 <i>Disposal 9/16/98 YHA</i>

10/22/93

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1173	DATE REC'D 5-20-94
DIVISION/UNIT Alvanos-Fiscal			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 4 33	NO. OF CU. FT. 2
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
2 Boxes	Operations Bank Receipts January 1988 to February 1988 March 1988 to May 1988	#1226-Item #1 July 1998 <i>Final</i> <i>9/18/98</i> <i>MM</i>

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RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 97W36	DATE REC'D 7-25-96
B. DIVISION/UNIT LANIYAN - FISCAL/UNINSURED			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 4	LOCATION 35
D. PHONE NO. 410 - 269 - 8558		SECTION(S) 2	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		NO. OF CU. FT. 2	
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
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02 Boxes

CLAIM CWP/ JUDGEMENT "PAID IN FULL"

1226 - ITEM 26 (a)

07/01/98

Disposal
9/18/98
[Signature]

MAIF 24.01	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.
Reporting Agency		
FISCAL & SUBRO / ARBITRATION		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	ITEM No.				
91W1038	SUBRO/ARBITRATION	1226	1	1988	8	7/98	RECYCLE
94W167	UNDERWRITING-PRIVATE PASSENGER	1226	13	1/92	74	7/98	RECYCLE
94W286	PRIVATE PASSENGER POLICY	1226	13	2/92	79	7/98	RECYCLE
94W289	PREMIUM REFUND CHECK COPIES	1226	11	1/93	3	7/98	RECYCLE
94W290	PREMIUM REFUND CHECK COPIES	1226	11	2/93	3	7/98	RECYCLE
94W521	PRIVATE PASSENGER POLICY FILES	1226	13	3/92	95	7/98	RECYCLE
94W1014	NEGOTIABLE INSTRUMENT COPIES	1226	3	4/93	3	7/98	RECYCLE
94W1028	PRIVATE PASSENGER POLICY FILES	1226	13	4/92	88	7/98	RECYCLE
94W1029	PRIVATE PASSENGER POLICY FILES	1226	13	5/92	90	7/98	RECYCLE
95W656	UNDERWRITING SUPPORT DOCUMENTS	1226	15	12/92-5/93	3	7/98	RECYCLE
95W584	FINANCIAL STATEMENT WORKPAPERS	1226	12	6/88	1	7/98	RECYCLE
96W376	UNDERWRITING- COMMERCIAL POLICY FILES	1226	14		37	7/98	RECYCLE
96W383	LITIGATION FILES	1226	30	1993	48	7/98	RECYCLE
96W1357	INTERNAL AUDITING	1226	29		1	7/98	RECYCLE
96W1715	CLAIM CWP	1226	26		4	7/98	RECYCLE
97W301	CLAIM CWP	1226	26		6	7/98	RECYCLE
97W302	INTERNAL AUDITING	1226	29		11	7/98	RECYCLE

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

 Records Center Manager
 Title

June 30, 1998
 Date

 Signature

TYRONE

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. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 91W1038	DATE REC'D 4-1-91
B. DIVISION/UNIT FISCAL & SUBRO / ARBITRATION			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 18 28	NO. OF CU. FT. 8
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 of 8	SUBRO/ARBITRATION = GENERAL ACCOUNTING RECORDS 1988	#1226 - # 1 JULY 1998	
2 of 8	FISCAL MISCELLANEOUS ACCOUNTING RECORDS 1988	#1226 - # 12 JULY 1998	
5 of 8	FISCAL INSURANCE ACCOUNTING RECORDS 1988	#1226 - # 6 JULY 1998 <i>Disposed 10/4/98</i> <i>MA</i>	

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. 94W167	DATE REC'D 8-9-93
DIVISION/UNIT ELLEN BECKER - UND. SERVICES			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 18 2-4	NO. OF CU. FT. 74
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
75 74 BOXES	UNDERWRITING - PRIVATE PASSENGER JANUARY 1992	1226 - ITEM 13 JULY 1996 ¹⁹⁹⁸ * No Box #75 Disposal 11-2-98

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. 94W286	DATE REC'D 9-8-93
DIVISION/UNIT ELLEN BECKER - UNDERWRITING SERVICES			RM CODE 2401
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 13 17-18	NO. OF CU. FT. 79
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	
79 BOXES	PRIVATE PASSENGER POLICY FILES FEBRUARY 1992	1226 - ITEM 13 JULY 1996-1998 <i>Disposed</i> <i>9/29/98</i> <i>MAA</i>	

7/9/93

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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. 94W289	DATE REC'D 9-8-93
DIVISION/UNIT RUSTY WATSON - AGENCY ACCOUNTING		RM CODE 2401	
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 34 13	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 JANUARY 1993	1226 - ITEM 11 (a) JULY 1998 <i>DISP 07AC</i> <i>11-9-98</i>

8/31/93

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. 94W290	DATE REC'D 9-8-93
DIVISION/UNIT RUSTY WATSON - FISCAL		RM CODE 24.01	
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 34 13-14	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
3 BOXES		PREMIUM REFUND CHECK "COPIES" FEBRUARY 1993	1226 - ITEM 11 (a) JULY 1998 <i>Disp OJAL 11-9-98</i>

07/06/93

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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. 94W521	DATE REC'D 10-19-93
DIVISION/UNIT ELLEN BECKER - UNDERWRITING SERVICES			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 20 3-5	NO. OF CU. FT. 95
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
95 94 BOXES	PRIVATE PASSENGER POLICY FILES MARCH 1992	1226 - ITEM 13 JULY 1996 ¹⁹⁹⁸

Disposal
11-4-98

10/29/93

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>94W1014</i>	DATE REC'D <i>4-18-94</i>
DIVISION/UNIT Watson-Fiscal			RM CODE <i>24.01</i>
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>22 15</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
3	Negotiable Instrument Copies Prem. Refund Check Copies April 1993	#1226-Item #11(a) July 1998 <i>DISPOSAL 11-4-98</i>

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

11/1/93

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1028	DATE REC'D 4-20-94
DIVISION/UNIT Becker-Und. Priv. Pass.			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 36 2-4	NO. OF CU. FT. 88
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
<p>88 87 Boxes</p>	<p>Private Passenger Policy Files April 1992</p>	<p>#1226-Item #13 July 1996 1998 <i>Disposed</i> 11/9/98 <i>mt</i> 88 Cents</p>

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

RECORDS TRANSMITTAL AND RECEIPT

11/1/93

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1029	DATE REC'D 4-20-94
DIVISION/UNIT Becker-Und. Priv. Pass.			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 49 25-28	NO. OF CU. FT. 90
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
90 ✓ Boxes	Private Passenger Policy Files May 1992	#1226-Item #13 July 1996 1998 DISPOSAL 11-10-98

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11/18/94

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. 95W656	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) 27 3	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	UNDERWRITING SUPPORT DOCUMENTS DEC 92 - MAY 1993	1226 - ITEM 15 JULY 1998

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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. <i>95W584</i>	DATE REC'D <i>11-7-94</i>
DIVISION/UNIT KEVIN WOOD - FISCAL			RM CODE <i>24.01</i>
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>26 24</i>	NO. OF CU. FT. <i>1</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
1 BOX	FINANCIAL STATEMENT WORKPAPERS JUNE 1988	ITEM 12 - 1226 JULY 1998 <i>Disposed 10/5/98</i> <i>MR</i> <i>[Signature]</i>

E

09/02/95

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W376	DATE REC'D 10-18-95
B. DIVISION/UNIT COMMERCIAL - MILLER			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 33 32	NO. OF CU. FT. 37
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ. MUMME, RECORDS 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
37 BOXES	UNDERWRITING - COMMERCIAL POLICY FILES	1226 - ITEM 14 (a) JULY 1998

*DISPOSAL
11-6-98*

RECORDS TRANSMITTAL AND RECEIPT

E

DIRECTIONS PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W383	DATE REC'D 10-18-95
B. DIVISION/UNIT KATHY HOEFLER / HOUSE COUNSEL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 52 32-33	NO. OF CU. FT. 48
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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
48 BOXES	LITIGATION FILES 1993	1226 ITEM 30 JULY 1998 <i>Disposed</i> <i>11/10/98</i> <i>MR</i> <i>48 Empty</i>

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 96W1357	DATE RECD 4-23-96
B. DIVISION/UNIT DE SOUSA - EXEC/CLAIMS AUDITING		RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE SECTION(S) 33 6	NO. OF CU. FT. 1
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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 Box	INTERNAL AUDITING	1226 - ITEM 29 07/01/98

*DISPOSAL
11-5-98*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W1715	DATE REC'D 6-25-96
B. DIVISION/UNIT LANIYAN - FISCAL/UCJ			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 41	LOCATION SECTION(S) 27
D. PHONE NO. 410 - 269 - 8558		NO. OF CU. FT. 4	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		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
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4 Boxes

CLAIM CWP/ JUDGEMENT "PAID IN FULL"

1226 - ITEM 26 (a)

07/01/98

*Disp 02AL
11-9-98*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 97W301	DATE REC'D 9-16-96
B. DIVISION/UNIT LANIYAN - FISCAL/UCJ			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 11	LOCATION 5
D. PHONE NO. 410 - 269 - 8558		NO. OF CU. FT. 6	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		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	

06 Boxes

CLAIM CWP/ JUDGEMENT "PAID IN FULL"

1226 - ITEM 26 (a)

07/01/98

*Disposed
9/29/98
[Signature]*

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 97W302	DATE REC'D 9-16-96
B. DIVISION/UNIT DANQUAH - INTERNAL AUDITING	RM CODE 24.01	
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	RANGE LOCATION SECTION(S) 13 11-12	NO. OF CU. FT. 11
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 11 Boxes	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES INTERNAL AUDITING	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE 1226 - ITEM 29 07/01/98 <i>Disposal</i> <i>9/29/98</i> <i>[Signature]</i>

MAIF 24.01	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.
Reporting Agency		
FISCAL/ BURNHAM		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No				
92W616	BUDGET & FISCAL PLANNING RECORDS	1226	7	1987	1	1/98	RECYCLE

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

 Signature

 Records Center Manager

 Title

June 30, 1998
 Date

TE

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 MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>92W616</i>	DATE REC'D <i>12-12-91</i>
B. DIVISION/UNIT FISCAL / BURNHAM		RM CODE <i>24.01</i>	
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>154 15</i>	NO. OF CU. FT. <i>1</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	
1 BOX	BUDGET & FISCAL PLANNING RECORDS INFORMATIONAL BUDGET 1987	#1226 - ITEM 7 JANUARY 1998 <i>DISPOSAL</i> <i>7/23/99</i> <i>LSJ</i>	

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. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>91W 1037</i>	DATE REC'D <i>4-1-91</i>
B. DIVISION/UNIT FISCAL DEPARTMENT			RM CODE <i>24.01</i>
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>105 16-17</i>	NO. OF CU. FT. <i>38</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
11 of 38	GENERAL ACCOUNTING RECORDS 1987	#1226 - # 1 JANUARY 1998
17 of 38	MISCELLANEOUS ACCOUNTING RECORDS 1987	#1226 - # 12 JANUARY 1998
10 of 38	INSURANCE ACCOUNTING RECORDS 1987	#1226 - # 6 JANUARY 1998

*Disposal
3-11-98
AW*

TRANSMITTAL
TRANSDATE: 11/23/90

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCT
DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES
FISCAL	GENERAL ACCOUNTING RECORDS	1	11 OF	38
FISCAL	MISCELLANEOUS ACCOUNTING RECORDS	12	17 OF	38
FISCAL	INSURANCE ACCOUNTING RECORDS	6	10 OF	38
CONSOLIDATED TOTAL :		38	OF	38

JESSUP BOXES	MAIF BOX #	RESPONSIBLE DESCRIPTION	INDIVIDUAL	ITEM #
1-0F38	218	VENDORS / PANAFAX CORP-SUPREME SERV 1987	SMITH FISCAL	12 DEPART.
10-0F38	204	BANK PRINTOUTS JAN - DEC 1987 GENERAL ACCOUNTING	SMITH FISCAL	1 DEPART.
11-0F38	73	WORKPAPERS 1986 - 1987	ALVANOS FISCAL	1 DEPART.
12-0F38	74	BANK RECONCILIATIONS 1987	ALVANOS FISCAL	1 DEPART.
13-0F38	202	COMPARISON /BREAKDOWN SHEETS, VOIDS UCJ ACT SHEET JAN-DEC 1987	SMITH FISCAL	12 DEPART.
14-0F38	222	DEPOSITS 1987	SMITH FISCAL	1 DEPART.
15-0F38	211	EXPENSE VENDOR BOOKS 1987	SMITH FISCAL	12 DEPART.
16-0F38	196	OPERATIONS AUG - OCT 1987 GENERAL ACCOUNTING	SMITH FISCAL	12 DEPART.
17-0F38	221	DEPOSITS JAN - DEC 1987	SMITH FISCAL	1 DEPART.
18-0F38	149	PRODUCER STATEMENTS = OCTOBER 1987 00000 THRU 05650	WATSON FISCAL	6 DEPART.
19-0F38	220	MISC TELEPHONE AND PETTY CASH 1987	SMITH FISCAL	1 DEPART.
2-0F38	200	1987 DAILY WORK JUL - DEC GENERAL ACCOUNTING	SMITH FISCAL	12 DEPART.
20-0F38	229	EXXON RECEIPTS '85 - '87	SMITH FISCAL	1 DEPART.

TRANSMITTAL FOR STATE RECORDS CENTER

JESSUP BOXES	MAIF BOX #	RESPONSIBLE DESCRIPTION	INDIVIDUAL	ITEM #
21 OF 38	223	DEPOSITS 1987, SALVAGE/UCJ PENALTY PAYROLL & SUPPLIES	SMITH FISCAL	1 DEPART.
22 OF 38	201	DAILY WORK OCT - DEC 1987	SMITH FISCAL	12 DEPART.
23 OF 38	197	OPERATIONS NOV - DEC 1987	SMITH FISCAL	12 DEPART.
24 OF 38	22	DEPOSITS APR 1987 - AUG 1987	FRAZIER SUBRO / ARBITRATION	1 DEPART.
25 OF 38	23	DEPOSITS SEP 1987 - DEC 1987	FRAZIER SUBRO / ARBITRATION	1 DEPART.
26 OF 38	215	VENDORS / ACS ANKABAR CDC 1987	SMITH FISCAL	12 DEPART.
27 OF 38	74	PRODUCER STATEMENTS - NOVEMBER 1987 COMMISSION STATEMENTS- NOV & DEC 87	WATSON FISCAL	6 DEPART.
28 OF 38	195	OPERATIONS MAY - JUL 1987	SMITH FISCAL	12 DEPART.
29 OF 38	66	PRODUCER STATEMENTS/ AUGUST 1987	WATSON FISCAL	6 DEPART.
3 OF 38	224	DEPOSITS MAY - DEC 1987	SMITH FISCAL	1 DEPART.
30 OF 38	106	COMMISSION STATEMENTS JAN - DEC 87 00001 - 05674	WATSON FISCAL	6 DEPART.
31 OF 38	216	VENDORS /CONTROL DATA WORLD -KELLY 1987	SMITH FISCAL	12 DEPART.
32 OF 38	212	WIRE TRANSFERS JAN - JUN 1987	SMITH FISCAL	12 DEPART.

JESSUP BOXES	MAIF BOX #	RESPONSIBLE DESCRIPTION	INDIVIDUAL	ITEM #
33	OF 38	213 WIRE TRANSFERS -- JUL -- DEC 1987 CASH FLOW	SMITH FISCAL	12 DEPART.
34	OF 38	214 PAYROLL 1987	SMITH FISCAL	12 DEPART.
35	OF 38	217 VENDORS / KELLY SERV - ORACLE CORP 1987	SMITH FISCAL	12 DEPART.
36	OF 38	219 VENDORS / TASS ASSOC - UNINSURED 1987	SMITH FISCAL	12 DEPART.
37	OF 38	107 COMMISSION STATEMENTS JAN - DEC 87 02200 - 04499	WATSON FISCAL	6 DEPART.
38	OF 38	67 PRODUCER STATEMENTS/ SEP & OCT 1987	WATSON FISCAL	6 DEPART.
4	OF 38	179 DAILY WORK # 6056 - 1986 - 1987	SMITH FISCAL	12 DEPART.
5	OF 38	140 AGENTS COMMISSIONS DUE OR PAYABLE JAN THRU DECEMBER 1987	WATSON FISCAL	6 DEPART.
6	OF 38	48 COMMISSION STATEMENTS JULY - AUGUST 1987	WATSON FISCAL	6 DEPART.
7	OF 38	61 COMMISSION STATEMENTS/ SEP-OCT 1987	WATSON FISCAL	6 DEPART.
8	OF 38	47 COMMISSION STATEMENTS JUNE 1987 - JULY 1987	WATSON FISCAL	6 DEPART.
9	OF 38	203 CLM 261 1987, CLM 340 1987, ODU10,5,6 1987 GENERAL ACCOUNTING	SMITH FISCAL	12 DEPART.

CONSOLIDATED TOTAL OF DETAIL TRANSMITTAL: 38 OF 38 BOXES

R-105

S-~~16~~18 16-17

1 Empty S-17

17 Empties S-18

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 91W1350	DATE REC'D 6-3-91
B. DIVISION/UNIT FISCAL DEPARTMENT - RUSTY WATSON			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 11 27	NO. OF CU. FT. 3
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
2 of 3	MISCELLANEOUS ACCOUNTING RECORDS JAN-DEC 1987	#1226 - 12 JANUARY 1998
1 of 3	INSURANCE ACCOUNTING RECORDS JAN - DEC 1987	#1226 - 6 JANAURY 1998

*DISPOSAL
5-7-98*

***** 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	2 OF	3
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1 OF	3
CONSOLIDATED TOTAL :		3	OF	3

TRANSMIT
TRANSDATE: 05/11/91

MARYLAND AUTOMOBILE INSURANCE FUND

SCHEDULED DESTRUCTION
DATE: 01/01/1998
PAGE NO: 1

TRANSMITTAL FOR STATE RECORDS CENTER

JESSUP BOXES	MAIF BOX #	DESCRIPTION	RESPONSIBLE INDIVIDUAL	ITEM #
1 OF3	201	MISCELLANEOUS WORKPAPERS JANUARY 1987 THROUGH DECEMBER 1987	WATSON FISCAL	12
2 OF3	204	SUMMARY OF BUSINESS FOR PRODUCERS JANUARY 1987 THROUGH DECEMBER 1987	WATSON FISCAL	6
3 OF3	206	MISCELLANEOUS WORKPAPERS JANUARY 1987 THROUGH DECEMBER 1987	WATSON FISCAL	12

CONSOLIDATED TOTAL OF DETAIL TRANSMITTAL: 3 OF 3 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

PAGE NO 9 of 11

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

DEPARTMENT: Fiscal - Agency Accounting

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
201	Miscellaneous Accounting Records - Miscellaneous Workpapers 01/87-12/87	(12)	5-13-91	<i>[Signature]</i>	1/1998
204	Insurance Accounting Records Summary of Business for producers 01/87-12/87	(6)	<i>Transmittal prepared and mailed</i>	<i>[Signature]</i>	1/1998
206	Miscellaneous Account Records Miscellaneous Workpapers 01/87-12/87	(12)		<i>[Signature]</i>	1/1998

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. <i>92W1322</i>	DATE REC'D 5-13-92
DIVISION/UNIT FISCAL - BARBARA SMITH			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 34 32	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
1 BOX	GENERAL ACCOUNTING RECORDS 1988	# 1226 - ITEM # 1 JANUARY 1998 <i>Disposal 3-19-98</i>

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>93W 1123</i>	DATE REC'D <i>3-16-93</i>
DIVISION/UNIT RUSTY WATSON / FISCAL		RM CODE <i>24.01</i>
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) <i>43 23</i>	NO. OF CU. FT. <i>2</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
2 BOXES	NEGOTIABLE INSTRUMENT " COPIES " 7 / 92 PREMIUM REFUND CHECK COPIES 7/92	#1226 - ITEM 11 (a) JANUARY 1998 <i>Disposal 3-13-98 AW</i>

REPORT: CONTRANS
TRANSDATE:02/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226 SCHEDULED DESTRUCTION DATE: 01/01/1998

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	PREMIUM REFUND CHECK * COPIES *	11 (a)	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 02/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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	✓000286	NEGOTIABLE INSTRUMENT "COPIES"	WATSON	1) (a)	1226	WAIT TRANS
	RECORD #:	06875 PREMIUM REFUND CHECK "COPIES" 07/92	FISCAL			
02 OF 02	✓000287	NEGOTIABLE INSTRUMENT "COPIES"	WATSON	1) (a)	1226	WAIT TRANS
	RECORD #:	06876 PREMIUM REFUND CHECK "COPIES" 07/92	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

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: FISCAL ACCOUNTING

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
286	Negotiable Instrument "Copies" Premium Refund Check "Copies" 7/92	(11) (a)	1082	6875	1/1998
287	Negotiable Instrument "Ccopies" Premium Refund Check "Copies" 7/92	(11) (a)	2082	6876	1/1998

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

02/16/93

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. 93W1327	DATE REC'D 4-26-93
DIVISION/UNIT ELLEN BECKER / P P UND SERVICES		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 43 4-6	NO. OF CU. FT. 74
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
74 BOXES	PRIVATE PASSENGER UNDERWRITING _ SEPTEMBER 1991	#1226 - ITEM #13 JANUARY 1996 1998 <i>*Missing</i> <i>Boxes - 28, 50, 53</i> <i>Disposal</i> <i>3-13-98</i> <i>AW</i>

REPORT: CONTRANS
TRANSDATE:02/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226
SCHEDULED DESTRUCTION DATE: 01/01/1996

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
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	74	OF 74	

CONSOLIDATED TOTAL : 74 OF 74

REPORT: TRANSMIT
RUN DATE: 02/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

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

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
74 OF 74	000991	PRIVATE PASSENGER BOXES RECORD #: 06265 SEPTEMBER 1991	BECKER UND. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 74 OF 74 BOXES

BOX NUMBER	POLICY FROM	NUMBERS TO
000	DF 000	9870114 9872671
001	DF 074	6706448 H144265
002	DF 074	H144338 H174113
003	DF 074	H174180 H164832
004	DF 074	H184887 H191840
005	DF 074	H191915 H196117
006	DF 074	H196230 H200450
007	DF 074	H200580 H203911
008	DF 074	H204179 H207953
009	DF 074	H208263 H210995
010	DF 074	H211159 H214891
011	DF 074	H215030 H217335
012	DF 074	H217475 H220115
013	DF 074	H220255 H222584
014	DF 074	H222746 H225050
015	DF 074	H225257 H228191
016	DF 074	H228353 H230671
017	DF 074	H230668 H232906
018	DF 074	H233039 H235155
019	DF 074	H235268 H237417
020	DF 074	H237751 H239835
021	DF 074	H240078 H242099
022	DF 074	H242313 H244477
023	DF 074	H244731 H246602
024	DF 074	H246890 H248751
025	DF 074	H249032 H250979
026	DF 074	H251258 H253196

BOX NUMBER	POLICY FROM	NUMBERS TO
027	DF 074	1253498 H255350
028	DF 074	1255679 H257507
029	DF 074	1257833 H259704
030	DF 074	1260036 H261830
031	DF 074	1262187 H263965
032	DF 074	1264317 H265093
033	DF 074	1266441 H268215
034	DF 074	1268584 H270457
035	DF 074	1270856 H272654
036	DF 074	1273022 H274819
037	DF 074	1275211 H276994
038	DF 074	1277400 H279179
039	DF 074	1279632 H281319
040	DF 074	1281777 H283451
041	DF 074	1283893 H285586
042	DF 074	1286051 H287854
043	DF 074	1288221 H289999
044	DF 074	1290512 H292254
045	DF 074	1292752 H294364
046	DF 074	1294987 H296588
047	DF 074	1297126 H298882
048	DF 074	1299455 H301077
049	DF 074	1301603 H303185
050	DF 074	1303746 H305307
051	DF 074	1305870 H307474
052	DF 074	1308039 H309728
053	DF 074	1310300 H312060

BOX NUMBER	POLICY FROM	NUMBERS TO
054	0F 074	4312745 H314681
055	0F 074	4315302 H316864
056	0F 074	4317488 H319030
057	0F 074	4319723 H321345
058	0F 074	4322252 H324013
059	0F 074	4324670 H326150
060	0F 074	4327017 H328592
061	0F 074	4329478 H331324
062	0F 074	4332665 H334617
063	0F 074	4336237 H338183
064	0F 074	4339112 H340706
065	0F 074	4341550 H344553
066	0F 074	4346205 H349282
067	0F 074	4350779 H353680
068	0F 074	4355517 H358072
069	0F 074	4358907 H363013
070	0F 074	4365210 H368972
071	0F 074	4371210 H373115
072	0F 074	4377352 H387690
073	0F 074	4396108 H457017
074	0F 074	4558498 J544743

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. 93W1328	DATE REC'D 4-26-93
DIVISION/UNIT RUSRY WATSON / FISCAL ACCOUNTING			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 115 29	NO. OF CU. FT. 2
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
2 BOXES	NEGOTIABLE INSTRUMENT COPIES PREMIUM REFUND CHECK COPIES AUGUST 1992	1226 - ITEM 11 (a) JANUARY 1998 disposal 3-11-98 AW

REPORT: CONTRANS
TRANSDATE:03/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226 SCHEDULED DESTRUCTION DATE: 01/01/1998

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	PREMIUM REFUND CHECK ' COPIES '	11 (a)	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 03/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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	000289	NEGOTIABLE INSTRUMENT COPIES	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #: 07030	PREM REFUND CHECK COPIES AUGUST 92	FISCAL			
02 OF 02	000290	NEGOTIABLE INSTRUMENT COPIES	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #: 07031	PREM REFUND CHECK COPIES AUGUST 92	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

3/14/93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL ACCOUNTING

RESPONSIBLE INDIVIDUAL: RUSTY WATSON

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

(Print Name)

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
289	Negotiable Instrument "Copies" Premium Refund Check "Copies" 8/92	(11) (a)		7030	1/1998
290	Negotiable Instrument "Copies" Premium Refund Check "Copies" 8/92	(11) (a)		7031	1/1998

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

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. 93W1329	DATE REC'D 4-26-93
DIVISION/UNIT UNDERWRITING P.P. SERVICES - BECKER		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 53 32-34	NO. OF CU. FT. 83
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
83 BOXES	PRIVATE PASSENGER UNDERWRITING POLICY FILES OCTOBER 1991	#1226 - ITEM 13 JANUARY 1996 1998 Disposal Done 4-29-98

REPORT: CONTRANS
TRANSDATE:03/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1

SCHEDULED DESTRUCTION DATE: 01/01/1996

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	83	OF 83	

CONSOLIDATED TOTAL : 83 OF 83

REPORT: TRANSMIT
RUN DATE: 03/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

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

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
83 OF 83 RECORD #: 07049	001091	PRIVATE PASSENGER BOXES OCTOBER 1991	BECKER UND. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 83 OF 83 BOXES

BOX NUMBER	POLICY FROM	NUMBERS TO
000 OF 000	9870501	9873275
001 OF 083	G834640	H306710
002 OF 083	H306877	H326894
003 OF 083	H326924	H334870
004 OF 083	H334943	H342121
005 OF 083	H342296	H345791
006 OF 083	H345902	H349576
007 OF 083	H349703	H353697
008 OF 083	H353875	H357110
009 OF 083	H357943	H361754
010 OF 083	H361843	H364559
011 OF 083	H364788	H368406
012 OF 083	H368554	H371415
013 OF 083	H371547	H375305
014 OF 083	H375461	H377634
015 OF 083	H377790	H380295
016 OF 083	H380457	H382832
017 OF 083	H383065	H385262
018 OF 083	H385475	H387443
019 OF 083	H387648	H389780
020 OF 083	H389993	H392145
021 OF 083	H392412	H394326
022 OF 083	H394547	H396876
023 OF 083	H397120	H399115
024 OF 083	H399425	H401365
025 OF 083	H401640	H403619
026 OF 083	H403945	H405867

BOX NUMBER	POLICY FROM	NUMBERS TO
027 OF 083	H406197	H408092
028 OF 083	H408394	H410240
029 OF 083	H410569	H412456
030 OF 083	H412782	H414629
031 OF 083	H414955	H416745
032 OF 083	H417033	H418896
033 OF 083	H419248	H421099
034 OF 083	H421498	H423288
035 OF 083	H423679	H425515
036 OF 083	H425914	H427615
037 OF 083	H428026	H429715
038 OF 083	H430136	H431876
039 OF 083	H432309	H433992
040 OF 083	H434425	H436142
041 OF 083	H436614	H438285
042 OF 083	H438730	H440506
043 OF 083	H440999	H442665
044 OF 083	H443149	H444803
045 OF 083	H445281	H446938
046 OF 083	H447454	H449066
047 OF 083	H449589	H451184
048 OF 083	H451710	H453438
049 OF 083	H453950	H455511
050 OF 083	H456070	H457654
051 OF 083	H458197	H459754
052 OF 083	H460302	H461961
053 OF 083	H462585	H464103

BOX NUMBER	POLICY FROM	NUMBERS TO
054 OF 083	H464685	H466238
055 OF 083	H466823	H468389
056 OF 083	H469032	H470693
057 OF 083	H471312	H472815
058 OF 083	H473455	H475008
059 OF 083	H475652	H477310
060 OF 083	H478023	H479461
061 OF 083	H480168	H481598
062 OF 083	H482314	H483957
063 OF 083	H484643	H486263
064 OF 083	H487111	H488711
065 OF 083	H489440	H490872
066 OF 083	H491623	H493154
067 OF 083	H493987	H495580
068 OF 083	H496544	H498369
069 OF 083	H499322	H500754
070 OF 083	H501513	H503265
071 OF 083	H504245	H505799
072 OF 083	H506876	H508585
073 OF 083	H509883	H512167
074 OF 083	H513481	H514852
075 OF 083	H516138	H518459
076 OF 083	H519668	H521581
077 OF 083	H522863	H525323
078 OF 083	H527199	H530289
079 OF 083	H531528	H536279
080 OF 083	H539731	H541450

R- ~~749~~ 53

S- ~~22-24~~ 32-34

0-EMPTIES

04/20/93

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. 93W1570	DATE REC'D 5-17-93
DIVISION/UNIT ELLEN BECKER - UNDERWRITING SERVICES		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 13 33-35	NO. OF CU. FT. 73
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
73	UNDERWRITING - PRIVATE PASSENGER NOVEMBER 1991	#1226 - ITEM # 13 JANUARY 1996 1998 <i>Disposal</i> <i>4-29-98</i>

REPORT: CONTRANS
TRANSDATE:04/20/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

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

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	73	OF 73	

CONSOLIDATED TOTAL : 73 OF 73

REPORT: TRANSMIT
RUN DATE: 04/20/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

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

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
73 OF 73	001191	PRIVATE PASSENGER BOXES	BECKER	13	1226	WAIT TRANS
	RECORD #:	07147 NOVEMBER 1991	UND. PRIV. PASS.			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 73 OF 73 BOXES

01-96

ROW NUMBER	POLICY FROM	NUMBERS TO
000	DF 000	9870840 9872682
001	DF 073	H164312 H473560
002	DF 073	H474702 H497567
003	DF 073	H497672 H508828
004	DF 073	H508887 H515662
005	DF 073	H515727 H520976
006	DF 073	H521123 H525633
007	DF 073	H525714 H529396
008	DF 073	H529485 H533571
009	DF 073	H533695 H536031
010	DF 073	H536139 H538905
011	DF 073	H539022 H542570
012	DF 073	H542716 H545529
013	DF 073	H545707 H548285
014	DF 073	H548455 H550956
015	DF 073	H551138 H554285
016	DF 073	H554528 H556652
017	DF 073	H556949 H558884
018	DF 073	H559074 H561095
019	DF 073	H561328 H563442
020	DF 073	H563491 H565775
021	DF 073	H565996 H567964
022	DF 073	H568197 H570132
023	DF 073	H570438 H572321
024	DF 073	H572593 H574596
025	DF 073	H574971 H576793
026	DF 073	H577072 H579058

LINE	POLICY NUMBER	FROM	TO	POLICY NUMBER	TO
1					
2	✓027	OF	073	4579237	H581096
3					
4	✓028	OF	073	4581401	H583366
5					
6	✓029	OF	073	4583684	H585520
7					
8	✓030	OF	073	4586012	H587884
9					
10	✓031	OF	073	4588252	H590001
11					
12	✓032	OF	073	4590370	H592173
13					
14	✓033	OF	073	4592543	H594473
15					
16	✓034	OF	073	4594856	H596611
17					
18	✓045	OF	073	4596090	H598754
19					
20	✓036	OF	073	4599122	H600899
21					
22	✓037	OF	073	4601283	H603065
23					
24	✓038	OF	073	4603480	H605262
25					
26	✓039	OF	073	4605661	H607400
27					
28	✓040	OF	073	4607834	H609608
29					
30	✓041	OF	073	4610053	H611742
31					
32	✓042	OF	073	4612196	H613931
33					
34	✓043	OF	073	4614393	H616086
35					
36	✓044	OF	073	4616574	H618410
37					
38	✓045	OF	073	4618917	H620520
39					
40	046	OF	073	4621020	H622655
41					
42	✓047	OF	073	4623168	H624932
43					
44	✓048	OF	073	4625522	H627134
45					
46	✓049	OF	073	4627657	H629390
47					
48	✓050	OF	073	4629951	H631735
49					
50	✓051	OF	073	4632383	H633959
51					
52	052	OF	073	4634521	H636117
53					
54	✓053	OF	073	4636680	H638269
55					
56					
57					

LINE	RY NUMBER	POLICY FROM	NUMBERS TO
1			
2	✓ 054	OF 073	H63 8888 H640394
3			
4	✓ 055	OF 073	H640998 H642575
5			
6	✓ 056	OF 073	H643199 H644888
7			
8	✓ 057	OF 073	H645620 H647240
9			
10	✓ 058	OF 073	H648182 H649863
11			
12	✓ 059	OF 073	H650594 H652193
13			
14	✓ 060	OF 073	H652996 H654964
15			
16	✓ 061	OF 073	H656223 H657807
17			
18	✓ 062	OF 073	H658617 H660948
19			
20	✓ 063	OF 073	H661677 H663815
21			
22	✓ 064	OF 073	H664595 H667047
23			
24	✓ 065	OF 073	H668132 H670852
25			
26	✓ 066	OF 073	H671591 H674248
27			
28	✓ 067	OF 073	H675686 H678448
29			
30	✓ 068	OF 073	H679487 H682852
31			
32	✓ 069	OF 073	H684227 H687579
33			
34	✓ 070	OF 073	H690359 H694516
35			
36	✓ 071	OF 073	H697512 H702047
37			
38	✓ 072	OF 073	H708053 H720051
39			
40	073	OF 073	H708053 I035605
41			
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57			

04/20/93

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

E

X

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W1571	DATE REC'D 5-17-93
DIVISION/UNIT RUSTY WATSON - FISCAL			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 54 8	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	PREMIUM REFUND CHECK " COPIES " SEPTEMBER 1992	1226 - ITEM 11 (a) JANUARY 1998 disposal 5-21-98 DW

REPORT: - CONTRANS
TRANSDATE:04/20/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226 SCHEDULED DESTRUCTION DATE: 01/01/1998

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	PREMIUM REFUND CHECK " COPIES "	11 (a)	3	OF 03	

CONSOLIDATED TOTAL : 3 OF 03

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 03	000291	NEGOTIABLE INSTRUMENT COPIES	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #: 07056	PREM REFUND CHECK COPIES SEPT 92	FISCAL			
02 OF 03	000292	NEGOTIABLE INSTRUMENT COPIES	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #: 07057	PREM REFUND CHECK COPIES SEPT 92	FISCAL			
03 OF 03	000293	NEGOTIABLE INSTRUMENT COPIES	WATSON	11 (a)	1226	WAIT TRANS
	RECORD #: 07058	PREM REFUND CHECK COPIES SEPT 92	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 3 OF 03 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

20
4-19-93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
291	Negotiable Instrument "Copies" Premium Refund Check "Copies" 9/92	(11) (a)	7056	1 of 3	1/1998
292	Negotiable Instrument "Copies" Premium Refund Check "Copies" 9/92	(11) (a)	7057	2 of 3	1/1998
293	Negotiable Instrument "Copies" Premium Refund Check "Copies" 9/92	(11) (a)	7058	3 of 3	1/1998

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

06/07/93

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. 94W166	DATE REC'D 8-6-93
DIVISION/UNIT ELLEN BECKER- UND. SERVICES	LOCATION RANGE SECTION(S) 50 27-29	RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	RECORDS CENTER MANAGER	NO. OF CU. FT. 64
PHONE NO. 301 - 269 - 8558	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
64 BOXES	UNDERWRITING - PRIVATE PASSENGER DECEMBER 1991	1226 - ITEM 13 JANUARY 1996-1998 * Missing Box #64 disposal: 5-21-98 JAV

REPORT: CONTRANS
TRANSDATE:06/07/93

MARYLAND AUTOMOBILE INSURANCE FUND .
RETENTION SCHEDULE: 1226

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

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
UND. PRIV. PASS.	UNDERWRITING - PRIVATE PASSENGER	13	64	OF 64	

CONSOLIDATED TOTAL : 64 OF 64

REPORT: TRANSMIT
RUN DATE: 06/07/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

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

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
OF 64	001291	PRIVATE PASSENGER BOXES RECORD #: 07210 DECEMBER 1991	BECKER UND. PRIV. PASS.	13	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 64 OF 64 BOXES

#7210

DEC 91
64 BOXES

6/7/93

BOX NUMBER	POLICY FROM	NUMBERS TO
000	DF 000	9872155 9874340
001	DF 064	H391658 H620852
002	DF 064	H630879 H653917
003	DF 064	H653933 H662053
004	DF 064	H662169 H667829
005	DF 064	H667888 H673144
006	DF 064	H673276 H677255
007	DF 064	H677379 H681589
008	DF 064	H681732 H685885
009	DF 064	H685967 H689016
010	DF 064	H689113 H691940
011	DF 064	H692092 H695091
012	DF 064	H695229 H697698
013	DF 064	H697868 H700826
014	DF 064	H700966 H703434
015	DF 064	H703582 H705690
016	DF 064	H705860 H708371
017	DF 064	H708614 H710627
018	DF 064	H710813 H712875
019	DF 064	H713081 H715084
020	DF 064	H715216 H717400
021	DF 064	H717613 H719632
022	DF 064	H719853 H721807
023	DF 064	H722056 H723990
024	DF 064	H724245 H726140
025	DF 064	H726418 H728275
026	DF 064	H728560 H730377

	BOX NUMBER	POLICY FROM	NUMBERS TO
1	027	OF 064	H730560 H732493
2			
3	028	OF 064	H732809 H734631
4			
5	029	OF 064	H734976 H736804
6			
7	030	OF 064	H737134 H739048
8			
9	031	OF 064	H739382 H741212
10			
11	032	OF 064	H741557 H743320
12			
13	033	OF 064	H743673 H745544
14			
15	034	OF 064	H745919 H747687
16			
17	035	OF 064	H748063 H749833
18			
19	036	OF 064	H750246 H752097
20			
21	037	OF 064	H752508 H754233
22			
23	038	OF 064	H754659 H756422
24			
25	039	OF 064	H756880 H758581
26			
27	040	OF 064	H759014 H760721
28			
29	041	OF 064	H761167 H762899
30			
31	042	OF 064	H763372 H765049
32			
33	043	OF 064	H765529 H767289
34			
35	044	OF 064	H767785 H769494
36			
37	045	OF 064	H769982 H771766
38			
39	046	OF 064	H772290 H773999
40			
41	047	OF 064	H774801 H776518
42			
43	048	OF 064	H776981 H778493
44			
45	049	OF 064	H779031 H780722
46			
47	050	OF 064	H781281 H783276
48			
49	051	OF 064	H783896 H785538
50			
51	052	OF 064	H786119 H788197
52			
53	053	OF 064	H789315 H790516
54			
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	BOX NUMBER	POLICY FROM	NUMBERS TO
1	054	DF 064	H791104 H793212
2			
3	055	DF 064	H793921 H795916
4			
5	056	DF 064	H795588 H799202
6			
7	057	DF 064	H800286 H803447
8			
9	058	DF 064	H804168 H805911
10			
11	059	DF 064	H807392 H811377
12			
13	060	DF 064	H812322 H816190
14			
15	061	DF 064	H817030 H821518
16			
17	062	DF 064	H823952 H832447
18			
19	063	DF 064	H835551 H841713
20			
21	064	DF 064	H835551 H969132
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R50

S27-29

Box # 64 - MISSING

12 empty

R50

S29

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. 94W 169	DATE REC'D 8-9-93
DIVISION/UNIT RUSTY WATSON - FISCAL		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 17 24	NO. OF CU. FT. 6
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
06 BOXES	NEGOTIABLE INSTRUMENT " COPIES " OCT & NOV 1992	1226 - ITEM 11 (a) JANUARY 1998 DISPOSAL 5-7-98

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
SCAL	PREMIUM REFUND CHECK * COPIES *	11 (a)	6	OF 06	

CONSOLIDATED TOTAL : 6 OF 06

OFFSITE STORAGE SHIPMENT OF TRANSMITTAL REQUEST FORM

6/8/93

Please check appropriate box

 SHIP TO MADISON STREET PREPARE REQUIRED TRANSMITTAL FORM FOR: STATE RECORDS CENTER or ARCHIVESDEPARTMENT: FISCALRETENTION SCHEDULE: 1226RESPONSIBLE INDIVIDUAL: RUSTY WATSON*(Note: AN ITEM NUMBER AS LISTED ON RETENTION SCHEDULE MUST BE LISTED)

(Print Name)

Rusty Watson
Signature

BOX NUMBER	CONTENT'S	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
✓ 294	Negotiable Instrument "Copies" Premium Refund Check "Copies" 10/92	11(a)	1 of 6	7201	1/1998
✓ 295	Negotiable Instrument "Copies" Premium Refund Check "Copies" 10/92	11(a)	2 of 6	7202	1/1998
✓ 296	Negotiable Instrument "Copies" Premium Refund Check "Copies" 10/92	11(a)	3 of 6	7203	1/1998

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

6/18/93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

DEPARTMENT: FISCAL

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
✓ 297	Negotiable Instrument "Copies" Premium Refund Check "Copies" 11/92	11(a)	4 of 6	7198	1/1998
↓ 298	Negotiable Instrument "Copies" Premium Refund "Copies" 11/92	11(a)	5 of 6	7199	1/1998
✓ 299	Negotiable Instrument "Copies" Premium Refund "Copies" 11/92	11(a)	6 of 6	7200	1/1998

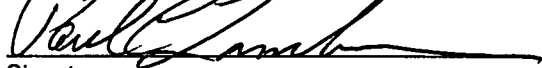
RECORDS OFFICER: ORIGINAL (WHITE) SHIPPING DEPT/UNIT: (YELLOW) RECEIVING DEPT: (PINK)

MAIF 24.01	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
UNDERWRITING SERVICES-ANNAP.		
Division or Unit		

C E R T I F I C A T E O F R E C O R D S D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
93W40	PRIVATE PASSENGER	1226	13	1990	71	5/20/98	RECYCLE
93W609	MISC. ACCTG REC.	1226	12	1988	2	3/1/98	
91W1349	MISC. ACCTG REC.	1226	12	1986	1	12/30/97	
93W1335	MISC. CLAIM FILES	1226	22	7/91-12/91	1	12/23/97	
92W1024	UNDERWRT DEPT PRVT	1226	13	1990	70	2/6/97	
91W1034	LEAVE RECORDS	1226	34	1985-1986	2	2/5/97	
91W1035	MISC ACCTNG RECORDS	1226	1	1986	32		
93W320	PRIVATE POLICY FILES	1226	13	1990	59	12/12/97	
95W583	INTERIM FINAN REPORTS	1226	1	1983-1986	1	12/12/97	
94W1012	AUDIT PROJECTS	1226	29	1/91-12/91	5	12/30/97	
93W490	PREMIUM REFND CHECK	1226	11-A		2	12/23/97	
93W491	INSURANCE ACCTG REC	1226	6	1992	1	12/23/97	
93W608	PREMIUM REFND CHECK	1226	11-A	1992	3	12/23/97	
92W1025	UNDERWRT DEPT PRVT	1226	13	1990	79	12/23/97	
93W48	PREMIUM REFND CHECK	1226	11-A	1991	3	2/18/97	
93W49	PREMIUM REFND CHECK	1226	11-A	1991	3	2/18/97	
96W380	LITIGATION FILES	1226	30	1991	37	2/18/97	
93W50	PREMIUM REFND CHECK	1226	11-A	1991	3	2/19/97	
93W39	UNDERWRITING PRVT	1226	13	1990	81	2/25/97	
92W1318	UNDERWRITING	1226	13	1990	70	3/4/97	
92W1030	GENRL CORR. & MISC REP	1226	28-C	1991	3	11/19/97	
92W615	INSURANCE/MISC RECD'S	1226	6	1982-1986	4	2/4/97	

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


 Signature
 DGS 550-2 (Rev. 1/93)

Records Center Manager
 Title

June 30, 1998
 Date

E

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

X

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W40	DATE REC'D 7-28-92
2. DIVISION/UNIT ELLEN BECKER / UNDERWRITING SERVICES			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 43 26-27	NO. OF CU. FT. 71
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	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
71 BOXES	UNDERWRITING - PRIVATE PASSENGER NOVEMBER 1990	#1226 - 13 1997 JANUARY 1995 1/97 5-20-98 disposal dw

R-43

S-26-27

6 Empties

S-27

E

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W609	DATE REC'D 11-2-92
DIVISION/UNIT BARBARA SMITH / FISCAL		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 36 30	NO. OF CU. FT. 2
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL J 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
2 BOXES	MISCELLANEOUS ACCOUNTING RECORDS 1988	#1226 - ITEM 12 JANUARY 1997 <i>Disposal 3-19-98 AW</i>

REPORT CONTRANS
TRANSDATE:10/02/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	MISCELLANEOUS ACCOUNTING RECORDS	12	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 10/02/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/1998

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	000246	MISCELLANEOUS ACCOUNTING RECORDS RECORD #: 06249 1988	SMITH FISCAL	12	1226	WAIT TRANS
02 OF 02	000292	MISCELLANEOUS ACCOUNTING RECORDS RECORD #: 06250 1988	SMITH FISCAL	12	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

R36

S30

2 Empties

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

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>91W1349</i>	DATE REC'D <i>6-3-91</i>
B. DIVISION/UNIT FISCAL DEPARTMENT - RUSTY WATSON			RM CODE <i>24.01</i>
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>11 8</i>	NO. OF CU. FT. <i>1</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
1	MISCELLANEOUS ACCOUNTING RECORDS JULY _ DECEMBER 1986	#1226 - 12 JANUARY 1997

*disposal
12/30/97
AW*

***** 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 1
CONSOLIDATED TOTAL :		1	OF	1

TRANSMIT
TRANSDATE: 05/11/91

MARYLAND AUTOMOBILE INSURANCE FUND

SCHEDULED DESTRUCTION

DATE: 01/01/1997

PAGE NO: 1

TRANSMITTAL FOR STATE RECORDS CENTER

JESSUP BOXES	MAIF BOX #	DESCRIPTION	RESPONSIBLE INDIVIDUAL	ITEM #
1 OF1	200	MISCELLANEOUS WORKPAPERS JULY 1986 THROUGH DECEMBER 1986	WATSON FISCAL	12

CONSOLIDATED TOTAL OF DETAIL TRANSMITTAL: 1 OF 1 BOXES

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

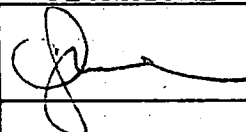
DEPARTMENT: Fiscal - Agency Accounting

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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


Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
200	Miscellaneous Accounting Records - Miscellaneous Workpapers 07-86 thru 12-86	(12)	5-13-91 Transmittal prepared and mailed		1/1997

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. 93W1335	DATE REC'D 4-26-93
DIVISION/UNIT sheila venerable - loss reports			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 14 16	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
1 BOX	MISCELLANEOUS CLAIM FILES LOSS REPORTS LOG SHEETS JULY 1991 - DEC 1991	1226 - ITEM 22 JANUARY 1997 <i>Disposal 12/23/97 JW</i>

REPORT: CONTRANS
TRANSDATE: 03/16/93.

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1

SCHEDULED DESTRUCTION DATE: 01/01/1997

***** 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	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 03/16/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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	000217	LOSS REPORTS - LOG SHEETS	VENERABLE	22	1226	WAIT TRANS
	RECORD #:	07032 JULY 1, 1991 - DECEMBER 21, 1991	LOSS REPORTS			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

3/16/93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Claims

RESPONSIBLE INDIVIDUAL: Sheila Venerable
(Print Name)

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

Sheila Venerable
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
217	Loss Reports - Log Sheets 7/1/91 to 12/21/91	22		7032	1/97

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

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

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W1024	DATE REC'D 3-16-92
3. DIVISION/UNIT UNDERWRITING DEPARTMENT			RM CODE 24.01
2. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 109 33-35	NO. OF CU. FT. 70
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
70 BOXES	UNDERWRITING DEPARTMENT - PRIVATE PASSENGER JULY 1990	#1226 - ITEM 13 JANUARY 1995 ¹⁹⁹⁷ <i>Disposal 2/6/97</i> <i>PLR</i>

R-109
S-33-35

3 empty
R109
835

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. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>91W1034</i>	DATE REC'D <i>4-1-91</i>
B. DIVISION/UNIT PERSONNEL DEPARTMENT			RM CODE <i>24.01</i>
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>103 30</i>	NO. OF CU. FT. <i>2</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
2 of 2	LEAVE RECORDS 1985 - 1986	# 1226 - # 34 JANUARY 1997 <i>Disposal</i> <i>2/5/97</i> <i>pl</i>

TRANSMITTAL
TRANSDATE: 12/03/90

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCT
DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES
PERSONNEL	LEAVE RECORDS	34		2 OF 2

CONSOLIDATED TOTAL : 2 OF 2

TRANSMITTAL FOR STATE RECORDS CENTER

JESSUP BOXES	MAIF BOX #	RESPONSIBLE DESCRIPTION	INDIVIDUAL	ITEM #
1 OF2	44A	LEAVE RECORDS 1985 - 1986	DENNIS PERSONNEL	34 DEPART.
2 OF2	44B	LEAVE RECORDS 1985 - 1986	DENNIS PERSONNEL	34 DEPART.

CONSOLIDATED TOTAL OF DETAIL TRANSMITTAL: 2 OF 2 BOXES

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. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 91W1035	DATE REC'D 4-1-91
B. DIVISION/UNIT FISCAL DEPARTMENT			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 104 5	NO. OF CU. FT. 32
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	
88 - 32	FISCAL _ GENERAL ACCOUNTING 1986	# 1226 - # 1 JANUARY 1997	
16 - 32	FISCAL _ MISCELLANEOUS ACCOUNTING RECORDS 1986	# 1226 - # 12 JANUARY 1997	
7 - 32	FISCAL _ INSURANCE ACCOUNTING RECORDS 1986	# 1226 - # 6 JANUARY 1997	
1 - 32	FISCAL _ PAYROLL ACCOUNTING RECORDS 1986	# 1226 - # 8 JANUARY 1997	

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W 320	DATE REC'D 9-21-92
2. DIVISION/UNIT UNDERWRITING - ELLEN BECKER			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 23 30-31	NO. OF CU. FT. 59
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
59 BOXES	UNDERWRITING - PRIVATE PASSENGER POLICY FILES DECEMBER 1990	# 1226 - ITEM # 13 JANUARY 1994 #951197

*Disposal
12/12/97
AW*

R23

S30-31

empty

R23

S31

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. 95W583	DATE REC'D 11-7-94
DIVISION/UNIT KEVIN WOOD - FISCAL		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 27 4	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
1 BOX	INTERIM FINANCIAL REPORTS 1983-1986	ITEM 1 - 1226 JANUARY 1997 <i>disposal 12/12/97 AW</i>

REPORT: CONTRANS
TRANSDATE:09/13/94

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 01/01/1997

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

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

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 09/13/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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	000045 ✓	INTERIM FINANCIAL REPORTS RECORD #: 09087 1983-1986	WOOD, KEVIN FISCAL	1	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

9-13-94

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Fiscal

RESPONSIBLE INDIVIDUAL: Kevin Wood
(Print Name)

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

Ry Wood
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
45	¹⁹⁸³⁻¹⁹⁸⁶ 1996 Interim Financial Reports	1		9087	JANUARY 1997 December 1996

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

10/28/93

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. <i>94W1012</i>	DATE REC'D <i>4-18-94</i>
DIVISION/UNIT Kapler-Exec./Internal Audit		RM CODE <i>24.01</i>	
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) <i>38 34</i>	NO. OF CU. FT. <i>5</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
5 Boxes	Audit Projects January to December 1991	#1226/Item #29 January 1997 <i>Disposal</i> <i>12/30/97</i> <i>[Signature]</i>

REPORT: CONTRAS
TRANSDATE:10/28/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1

SCHEDULED DESTRUCTION DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
EXEC/INTERNAL AUDIT	INTERNAL AUDITING	29	5	OF 05	

CONSOLIDATED TOTAL : 5 OF 05

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 05 RECORD #: 07677	000286	AUDIT PROJECTS JANUARY - DECEMBER 1991	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS
02 OF 05 RECORD #: 07678	000287	AUDIT PROJECTS JANUARY - DECEMBER 1991	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS
03 OF 05 RECORD #: 07679	000288	AUDIT PROJECTS JANUARY - DECEMBER 1991	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS
04 OF 05 RECORD #: 07680	000289	AUDIT PROJECTS JANUARY - DECEMBER 1991	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS
05 OF 05 RECORD #: 07681	000290	AUDIT PROJECTS JANUARY - DECEMBER 1991	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 5 OF 05 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

10-28-93 (5)

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

DEPARTMENT: Internal Auditing Dept.

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: Shirley J. Embrey KAPLER
(Print Name)

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

Shirley J. Embrey
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
286	1991 (Jan - Dec) Audit Projects	29	1085	7677	Jan. 1997
287	1991 (Jan - Dec) Audit Projects	29	2085	7678	Jan. 1997
288	1991 (Jan - Dec) Audit Projects	29	3085	7679	Jan. 1997
289	1991 (Jan - Dec) Audit Printouts	29	4085	7680	Jan. 1997
290	1991 (Jan - Dec) Audit Workpapers	29	5085	7681	Jan. 1997

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

E

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

See (2)
TRANSMITTALS
ATTACHED
FOR 3 BOXES

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W490	DATE REC'D 10-14-92
DIVISION/UNIT JUSTY WATSON - FISCAL DEPARTMENT		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 13 25	NO. OF CU. FT. 2
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
2 BOXES	PREMIUM REFUND CHECK "COPIES"	#1226 - #ITEM 11 (a) JANUARY 1997 Disposal R/23/97 DW

REPORT: CONTRANS
TRANSDATE:08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK " COPIES "	11 (a)	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAJF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
/ 01 OF 02	000262	PREMIUM REFUND CHECK COPIES RECORD #: 05942 OCTOBER 1991	WATSON FISCAL	11 (a)	1226	WAIT TRANS
/ 02 OF 02	000263	PREMIUM REFUND CHECK COPIES RECORD #: 05943	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

E

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W491	DATE REC'D 10-14-92
DIVISION/UNIT Custy watson - fiscal department		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 13 25	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	INSURANCE ACCOUNTING RECORDS COMMISSIONS & PRODUCER STATEMENTS APRIL 1992	#1226 - ITEM # 6 JANUARY 1997 <i>Disposal 12/23/97</i>

REPORT: CONTRANS
TRANSDATE:08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBR	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 08/28/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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	000264	INSURANCE ACCOUNTING RECORDS RECORD #: 05944 COMMISSIONS 04/92 & PRODUCERS 04/92	WATSON FISCAL	6	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

8/28/92

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

DEPARTMENT: Fiscal

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: Rusty Watson
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
262	Negotiable Instrument "Copies" Premium Refund Check "Copies" 10/91	(11) (a)	5942	1 of 2	01/97
263	Negotiable Instrument "Copies" Premium Refund Check "Copies"	(11) (a)	5943	2 of 2	01/97
264	Insurance Accounting Records Commission 4/92 - Producer 4/92	(6)	5944	1 of 1 1 of 1	01/97
				<i>Separate Transmittal</i>	

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

RECORDS TRANSMITTAL AND RECEIPT

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 93W608	DATE REC'D 11-2-92
DIVISION/UNIT JUSTY WATSON / FISCAL	LOCATION RANGE SECTION(S) 13 28	RM CODE 24.01
BILLING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	RECORDS CENTER MANAGER Paul C. Lamberson / ry	NO. OF CU. FT. 3
PHONE NO. 301 - 269 - 8558	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3 BOXES	PREMIUM REFUND CHECK " COPIES " MARCH 1992	#1226 - ITEM 11 (a) JANUARY 1997 disposal 12/23/97 [Signature]

REPORT: TRANSMIT
RUN DATE: 10/02/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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 03	000268	PREMIUM REFUND CHECK COPIES RECORD #: 06246 MARCH 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
02 OF 03	000269	PREMIUM REFUND CHECK COPIES RECORD #: 06247 MARCH 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS
03 OF 03	000270	PREMIUM REFUND CHECK COPIES RECORD #: 06248 MARCH 1992	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 3 OF 03 BOXES

REPORT: CONTRANS
TRANSDATE: 10/02/92

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK ' COPIES '	11 (a)	3	OF 03	

CONSOLIDATED TOTAL : 3 OF 03

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

RECORDS TRANSMITTAL AND RECEIPT

E

ACTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W1025	DATE REC'D 3-16-92
2. DIVISION/UNIT UNDERWRITING DEPARTMENT			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 15 10-11	NO. OF CU. FT. 79
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
79 BOXES	UNDERWRITING DEPARTMENT- PRIVATE PASSENGER ONLY AUGUST 1990	#1226 - ITEM 13 JANUARY 1995 1997 Disposal 12/23/97 [Signature]

R-15

S-10-~~11~~11

5 empty

R15

S12

E

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W48	DATE REC'D 7-28-92
DIVISION/UNIT RUSTY WATSON / FISCAL			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 1 34	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	NEGOTIABLE INSTRUMENT COPIES PREMIUM REFUND CHECK " COPIES " JULY 1991	# 1226 - 11 (a) JANUARY 1997 <i>Disposal 2/18/97</i>

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W49	DATE REC'D 7-28-92
B. DIVISION/UNIT RUSTY WATSON - FISCAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 1 35	NO. OF CU. FT. 3
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
03 BOXES	NEGOTIABLE INSTRUMENT COPIES PREMIUM REFUND CHECK " COPIES " AUGUST 1991	# 1226 - 11 (a) JANUARY 1997 <i>Disposal 2/18/97 [Signature]</i>

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W380	DATE REC'D 10-18-95
B. DIVISION/UNIT KATHY HOEFLER / HOUSE COUNSEL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 7 8-9	NO. OF CU. FT. 37
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ. MUMME, RECORDS 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
37 BOXES	LITIGATION FILES 1991	1226 ITEM 30 JANUARY 1997 <i>Disposal 2/18/97 [Signature]</i>

REPORT: CONTRANS
TRANSDATE:08/24/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1997

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
EXECUTIVE	LITIGATION FILES / HOUSE COUNSEL	30	037	OF 37	

CONSOLIDATED TOTAL : 037 OF 37

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 37 RECORD #: 00950	000205	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
02 OF 37 RECORD #: 00957	000206	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
03 OF 37 RECORD #: 00963	000207	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
04 OF 37 RECORD #: 00969	000208	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
05 OF 37 RECORD #: 00974	000209	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
06 OF 37 RECORD #: 00978	000210	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
07 OF 37 RECORD #: 00983	000211	LITIGATION FILES AUGUST 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
08 OF 37 RECORD #: 00989	000212	LITIGATION FILES AUG - SEPT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
09 OF 37 RECORD #: 00996	000213	LITIGATION FILES SEPT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
10 OF 37 RECORD #: 01000	000214	LITIGATION FILES SEPT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
11 OF 37 RECORD #: 01006	000215	LITIGATION FILES SEPT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
12 OF 37 RECORD #: 01011	000216	LITIGATION FILES SEPT - OCT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
13 OF 37 RECORD #: 01015	000217	LITIGATION FILES OCT 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

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
14 OF 37 RECORD #: 01021	000218	LITIGATION FILES OCT - NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
15 OF 37 RECORD #: 01026	000219	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
16 OF 37 RECORD #: 01031	000220	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
17 OF 37 RECORD #: 01036	000221	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
18 OF 37 RECORD #: 01040	000222	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
19 OF 37 RECORD #: 01044	000223	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
20 OF 37 RECORD #: 01047	000224	LITIGATION FILES NOV 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
21 OF 37 RECORD #: 01051	000225	LITIGATION FILES NOV - DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
22 OF 37 RECORD #: 01054	000226	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
23 OF 37 RECORD #: 01058	000227	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
24 OF 37 RECORD #: 01062	000228	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
25 OF 37 RECORD #: 01066	000229	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
26 OF 37 RECORD #: 01070	000230	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

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
27 OF 37 RECORD #: 01075	000231	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
28 OF 37 RECORD #: 01080	000232	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
29 OF 37 RECORD #: 01085	000233	LITIGATION FILES DEC 1991	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
30 OF 37 RECORD #: 01090	000234	LITIGATION FILES DEC 91 - JAN 92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
31 OF 37 RECORD #: 01094	000235	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
32 OF 37 RECORD #: 01100	000236	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
33 OF 37 RECORD #: 01104	000237	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
34 OF 37 RECORD #: 01109	000238	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
35 OF 37 RECORD #: 01114	000239	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
36 OF 37 RECORD #: 01119	000240	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
37 OF 37 RECORD #: 01123	000241	LITIGATION FILES JAN 1992	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 037 OF 37 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

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W50	DATE REC'D 7-28-92
2. DIVISION/UNIT RUSTY WATSON / FISCAL			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 3 19	NO. OF CU. FT. 3
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	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
03 BOXES	NEGOTIABLE INSTRUMENT COPIES PREMIUM REFUND CHECK " COPIES " SEPT 1991	#1226 - 11 (a) JANUARY 1997 <i>Disposal 2/19/97 R</i>

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

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 93W39	DATE REC'D 7-28-92
2. DIVISION/UNIT ELLEN BECKER - UNDERWRITING SERVICES			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 9 2-4	NO. OF CU. FT. 81
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	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
81 boxes	UNDERWRITING - PRIVATE PASSENGER OCTOBER 1990	# 1226 - 13 1997 JANUARY 1995

*Disposal
2/25/97*

R-9

S-2-4

1 Empty

S-4

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

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W1318	DATE REC'D 5-13-92
2. DIVISION/UNIT UNDERWRITING DEPARTMENT			RM CODE 24.01
3. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 9 12-13	NO. OF CU. FT. 70
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	
6. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
70 BOXES	UNDERWRITING - PRIVATE PASSENGER SEPTEMBER 1990	#1226 - ITEM 13 1997 JANUARY 1995 <i>Disposal</i> <i>3/4/97</i> <i>Bl</i>	

R-9

S-12-13

Empty

R 9

S13

RECORDS TRANSMITTAL AND RECEIPT

E

ACTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W1030	DATE REC'D 3-16-92
B. DIVISION/UNIT EXECUTIVE DEPARTMENT DAVID C. TRAGESER, DEPUTY EXEC. DIRECTOR			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 32 15	NO. OF CU. FT. 3
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
3 BOXES	GENERAL CORR. & MISC REPORTS 1991	#1226 ITEM 28 (c) JANUARY 1997 <i>Disposal 11/19/97 [Signature]</i>

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

1. AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 92W615	DATE REC'D 12-12-91
3. DIVISION/UNIT FISCAL / TOM BURNHAM			RM CODE 24.01
2. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 102 22	NO. OF CU. FT. 4
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
2 BOXES	INSURANCE ACCOUNTING RECORDS 1982- 1986	#1226 - ITEM 6
2 BOXES	MISCELLANEOUS ACCOUNTING RECORDS 1982 - 1986	#1226 - ITEM 12
===== 4 BOXES	TOTAL	JANUARY 1997

*Disposal
2/4/97
[Signature]*

07/08/93

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. 94W288	DATE REC'D 9-8-93
DIVISION/UNIT RUSTY WATSON - AGENCY ACCOUNTING			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 33 33	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 " DECEMBER 1992	1226 - ITEM 11 (a) JANUARY 1998

*Disposal
3-19-98
AW*

REPORT: CONTRANS
TRANSDATE:07/08/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK ' COPIES '	11 (a)	3	OF 03	

CONSOLIDATED TOTAL : 3 OF 03

REPORT: TRANSMIT
RUN DATE: 07/08/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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 03	000308	NEGOTIABLE INSTRUMENT COPIES RECORD #: 07341 PREM REFUND CHECK COPIES DEC 92	WATSON FISCAL	11 (a)	1226	WAIT TRANS
02 OF 03	000309	NEGOTIABLE INSTRUMENT COPIES RECORD #: 07342 PREM REFUND CHECK COPIES DEC 92	WATSON FISCAL	11 (a)	1226	WAIT TRANS
02 OF 03	000310	NEGOTIABLE INSTRUMENT COPIES RECORD #: 07343 PREM REFUND CHECK COPIES DEC 92	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 3 OF 03 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

7-8-93

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
308	Negotiable Instrument "Copies" Premium Refund Check "Copies" 12/92	11(a)	1083	7341	1/1998
309	Negotiable Instrument "Copies" Premium Refund Check : "Copies" 12/92	11(a)	2083	7342	1/1998
310	Negotiable Instrument "Copies" Premium Refund Check "Copies" 12/92	11(a)	3083	7343	1/1998

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

10/27/93

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 94W1013	DATE REC'D 4-18-94
DIVISION/UNIT Kapler-Exec./Internal Audit			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 19 23	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
1 Boxes	Audit Workpapers January to December 1992	#1226-Item #29 January 1998 <i>Disposal</i> <i>3/20/98</i> <i>ggs</i>

REPORT: CONTRANS
TRANSDATE:10/27/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
EXEC/INTERNAL AUDIT	INTERNAL AUDITING	29	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 10/27/93

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAJF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 01	000291	AUDIT WORKPAPERS RECORD #: 07675 JANUARY - DECEMBER 1992	KAPLER EXEC/INTERNAL AUDIT	29	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

10-27-93 (1)

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: Internal Auditing Dept.

RESPONSIBLE INDIVIDUAL: Shirley Embrey *KAPLEN*

(Print Name)

Shirley Embrey
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
291	1/92 to 12/92 Misc. Audit Workpapers	29	<i>1 of 1</i>	<i>7675</i>	Jan. 1998

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

RECORDS TRANSMITTAL AND RECEIPT**E**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 95W1515	DATE REC'D 5-15-95
B. DIVISION/UNIT sue dennis - personnel			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 115 24	NO. OF CU. FT. 1
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ms. CJ 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
01 BOX	LEAVE RECORDS 01/87 - 12/87	#1226 - ITEM 34 JANUARY 1998 disposal 3-11-98 AW

REPORT: CONTRANS
TRANSDATE:01/18/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
PERSONNEL	LEAVE RECORDS	34	1	OF 01	

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 01/18/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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 RECORD #: 07392	000045	LEAVE RECORDS 01/87 - 12/87	DENNIS PERSONNEL	34	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PROPERTY ADMINISTRATOR

95 JAN 19 AM 6:31

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: MAIF/PERSONNEL OFFICE

RESPONSIBLE INDIVIDUAL: SUE DENNIS

(Print Name)

Sue Dennis
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
45	LEAVE RECORDS 1/87 - 12/87	34	7392	1-18-95	DESTROY IN 10 YEARS 1/1/98
46	LEAVE RECORDS 1/88 - 12/88	34	7393	1-19-95	DESTROY IN 10 YEARS 1/1/99

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

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96 W375	DATE REC'D 10-18-95
B. DIVISION/UNIT MILLER - COMMERCIAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 26 10	NO. OF CU. FT. 19
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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
<p>19 BOXES</p> <p>Missing Box #1, 12-18</p>	<p>UNDERWRITING - COMMERCIAL POLICY FILES</p>	<p>1226 - ITEM 14 (a) JANUARY 1998</p> <p><i>Disposal</i> <i>3/20/98</i> <i>gpr</i></p>

REPORT: CONTRANS
TRANSDATE:09/02/95

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
COMMERCIAL	UNDERWRITING - COMMERCIAL	14 (a)	019	OF 19	

CONSOLIDATED TOTAL : 019 OF 19

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 19 RECORD #:	000599 01972	COMMERCIAL POLICIES DEC 91 - DEC 92 X770159 TO X774081	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
02 OF 19 RECORD #:	000600 01973	COMMERCIAL POLICIES DEC 91 - DEC 92 X774138 TO X775398	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
03 OF 19 RECORD #:	000601 01974	COMMERCIAL POLICIES DEC 91 - DEC 92 X775401 TO X776785	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
04 OF 19 RECORD #:	000602 01975	COMMERCIAL POLICIES DEC 91 - DEC 92 X776823 TO X778702	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
05 OF 19 RECORD #:	000603 01976	COMMERCIAL POLICIES JUL 92 - SEP 93 X810002 TO X810940	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
06 OF 19 RECORD #:	000604 01977	COMMERCIAL POLICIES JUL 92 - SEP 93 X810959 TO X811955	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
07 OF 19 RECORD #:	000605 01978	COMMERCIAL POLICIES JUN 92 - AUG 93 I622845 TO I876294	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
08 OF 19 RECORD #:	000606 01979	COMMERCIAL POLICIES JUN 92 - JUL 93 I884025 TO I926607	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
09 OF 19 RECORD #:	000607 01980	COMMERCIAL POLICIES JUN 92 - AUG 93 I927042 TO I970630	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
10 OF 19 RECORD #:	000608 01981	COMMERCIAL POLICIES JUL 92 - AUG 93 I972005 TO I999493	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
11 OF 19 RECORD #:	000609 01982	COMMERCIAL POLICIES JUL 92 - AUG 93 J000322 TO J041177	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
12 OF 19 RECORD #:	000610 01983	COMMERCIAL POLICIES JUL 92 - SEP 93 J041312 TO J073087	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
13 OF 19 RECORD #:	000611 01984	COMMERCIAL POLICIES AUG 92 - SEP 93 J073109 TO J122487	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

REPORT: TRANSMIT
RUN DATE: 09/02/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 2
SCHEDULED DESTRUCTION DATE: 01/01/1998

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
14 OF 19 RECORD #:	000612 01985	COMMERCIAL POLICIES AUG 92 - SEP 93 J122622 TO J176226	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
15 OF 19 RECORD #:	000613 01986	COMMERCIAL POLICIES JUL 92 - SEP 93 J176234 TO J220306	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
16 OF 19 RECORD #:	000614 01987	COMMERCIAL POLICIES AUG 92 - SEP 93 J220640 TO J258699	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
17 OF 19 RECORD #:	000615 01988	COMMERCIAL POLICIES AUG 92 - SEP 93 J259008 TO J305492	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
18 OF 19 RECORD #:	000616 01989	COMMERCIAL POLICIES JUL 92 - SEP 93 J305867 TO J360426	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
19 OF 19 RECORD #:	000617 01990	COMMERCIAL POLICIES JUL 92 - SEP 93 J360434 TO J445170	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 019 OF 19 BOXES

R-26
S-10

2 empties

Missing Boxes - 1, 12-18

E

09/02/95

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W379	DATE REC'D 10-18-95
B. DIVISION/UNIT MILLER - COMMERCIAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 7 2-3	NO. OF CU. FT. 33
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ. MUMME, RECORDS 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
33 BOXES	<p><i>Internal</i></p> <p><i>DR</i></p> <p>UNDERWRITING - COMMERCIAL POLICY FILES</p>	<p>1226 - ITEM 14 (a)</p> <p>JANUARY 1998</p> <p><i>Disposal</i></p> <p><i>3/19/98</i></p> <p><i>gpr</i></p>

REPORT: CONTRANS
TRANSDATE:09/02/95

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
COMMERCIAL	UNDERWRITING - COMMERCIAL	14 (a)	033	OF 33	

CONSOLIDATED TOTAL : 033 OF 33

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 33 RECORD #:	000516 01899	COMMERCIAL POLICIES JUL 91 - 92 X73-91-62 - X74-02-25	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
02 OF 33 RECORD #:	000517 01900	COMMERCIAL POLICIES JUL 91 - 92 X74-02-33 - X74-12-64	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
03 OF 33 RECORD #:	000518 01901	COMMERCIAL POLICIES JUL 91 - 92 X74-12-80 - X74-22-95	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
04 OF 33 RECORD #:	000519 01902	COMMERCIAL POLICIES JUL 91 - 92 X74-23-09 - X74-33-05	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
05 OF 33 RECORD #:	000520 01903	COMMERCIAL POL. SEP 91 TO SEP 92 X74-33-21 - X74-43-52	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
06 OF 33 RECORD #:	000521 01904	COMMERCIAL POL. AUG 91 TO AUG 92 X74-43-60 - X74-54-56	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
07 OF 33 RECORD #:	000522 01905	COMMERCIAL POL. AUG 91 TO AUG 92 X74-54-64 - X74-65-84	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
08 OF 33 RECORD #:	000523 01906	COMMERCIAL POL. AUG 91 TO AUG 92 X74-65-92 - X74-76-53	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
09 OF 33 RECORD #:	000524 01907	COMMERCIAL POL. AUG 91 TO AUG 92 X74-76-61 - X74-87-14	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
10 OF 33 RECORD #:	000525 01908	COMMERCIAL POL. SEP 91 TO SEP 92 X74-87-22 - X74-97-61	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
11 OF 33 RECORD #:	000526 01909	COMMERCIAL POL. SEP 91 TO SEP 92 X74-97-88 - X75-07-94	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
12 OF 33 RECORD #:	000527 01910	COMMERCIAL POL. SEP 91 TO SEP 92 X75-08-16 - X75-18-55	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS
13 OF 33 RECORD #:	000528 01911	COMMERCIAL POL. OCT 91 TO OCT 92 X75-18-63 - X75-29-32	MILLER COMMERCIAL	14 (a)	1226	WAIT TRANS

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
14 OF 33	000529	COMMERCIAL POL. SEP 91 TO SEP 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01912 X75-29-40 - X75-39-20	COMMERCIAL			
15 OF 33	000530	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01913 X75-39-39 - X75-49-86	COMMERCIAL			
16 OF 33	000531	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01914 X75-49-94 - X75-59-90	COMMERCIAL			
17 OF 33	000532	COMMERCIAL POL. SEP 91 TO SEP 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01915 X75-60-08 - X75-70-55	COMMERCIAL			
18 OF 33	000533	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01916 X75-70-63 - X75-81-08	COMMERCIAL			
19 OF 33	000534	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01917 X75-81-16 - X75-91-63	COMMERCIAL			
20 OF 33	000535	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01918 X75-91-71 - X76-01-61	COMMERCIAL			
21 OF 33	000536	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01919 X76-01-88 - X76-13-03	COMMERCIAL			
22 OF 33	000537	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01920 X76-13-11 - X76-23-18	COMMERCIAL			
23 OF 33	000538	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01921 X76-23-26 - X76-33-65	COMMERCIAL			
24 OF 33	000539	COMMERCIAL POL. OCT 91 TO OCT 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01922 X76-33-73 - X76-43-96	COMMERCIAL			
25 OF 33	000540	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01923 X76-44-18 - X76-54-57	COMMERCIAL			
26 OF 33	000541	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01924 X76-54-65 - X76-64-88	COMMERCIAL			

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
27 OF 33	000542	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01925 X76-65-26 - X76-75-22	COMMERCIAL			
28 OF 33	000543	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01926 X76-75-30 - X76-85-45	COMMERCIAL			
29 OF 33	000544	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01927 X76-85-61 - X76-96-22	COMMERCIAL			
30 OF 33	000545	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01928 X76-96-49 - X77-06-71	COMMERCIAL			
31 OF 33	000546	COMMERCIAL POL. NOV 91 TO NOV 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01929 X77-06-98 - X77-17-75	COMMERCIAL			
32 OF 33	000547	COMMERCIAL POL. DEC 91 TO DEC 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01930 X77-17-83 - X77-29-76	COMMERCIAL			
33 OF 33	000548	COMMERCIAL POL. DEC 91 TO DEC 92	MILLER	14 (a)	1226	WAIT TRANS
	RECORD #:	01931 X77-29-92 - X81-19-63	COMMERCIAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 033 OF 33 BOXES

R-7

S-2-3

7 empties

8-3

E

RECORDS TRANSMITTAL AND RECEIPT

X

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W382	DATE REC'D 10-18-95
B. DIVISION/UNIT KATHY HOEFLER / HOUSE COUNSEL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 52 31-32	NO. OF CU. FT. 41
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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
41 BOXES	LITIGATION FILES 1992	1226 - ITEM 30 JANUARY 1998

disposal
5-21-98
dsw

REPORT: CONTRANS
TRANSDATE: 08/24/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 01/01/1998

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
EXECUTIVE	LITIGATION FILES / HOUSE COUNSEL	30	041	OF 41	

CONSOLIDATED TOTAL : 041 OF 41

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 41 RECORD #: 01256	000271	LITIGATION FILES 08/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
02 OF 41 RECORD #: 01261	000272	LITIGATION FILES 08/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
03 OF 41 RECORD #: 01266	000273	LITIGATION FILES 08/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
04 OF 41 RECORD #: 01271	000274	LITIGATION FILES 08/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
05 OF 41 RECORD #: 01276	000275	LITIGATION FILES 08/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
06 OF 41 RECORD #: 01281	000276	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
07 OF 41 RECORD #: 01286	000277	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
08 OF 41 RECORD #: 01291	000278	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
09 OF 41 RECORD #: 01296	000279	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
10 OF 41 RECORD #: 01301	000280	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
11 OF 41 RECORD #: 01305	000281	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
12 OF 41 RECORD #: 01310	000282	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
13 OF 41 RECORD #: 01315	000283	LITIGATION FILES 09/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

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
14 OF 41 RECORD #: 01320	000284	LITIGATION FILES 10/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
15 OF 41 RECORD #: 01325	000285	LITIGATION FILES 10/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
16 OF 41 RECORD #: 01330	000286	LITIGATION FILES 10/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
17 OF 41 RECORD #: 01335	000287	LITIGATION FILES 10/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
18 OF 41 RECORD #: 01340	000288	LITIGATION FILES 10/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
19 OF 41 RECORD #: 01346	000289	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
20 OF 41 RECORD #: 01352	000290	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
21 OF 41 RECORD #: 01359	000291	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
22 OF 41 RECORD #: 01364	000292	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
23 OF 41 RECORD #: 01368	000293	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
24 OF 41 RECORD #: 01373	000294	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
25 OF 41 RECORD #: 01377	000295	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
26 OF 41 RECORD #: 01381	000296	LITIGATION FILES 11/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

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
27 OF 41 RECORD #: 01385	000297	LITIGATION FILES 12/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
28 OF 41 RECORD #: 01389	000298	LITIGATION FILES 12/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
29 OF 41 RECORD #: 01393	000299	LITIGATION FILES 12/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
30 OF 41 RECORD #: 01398	000300	LITIGATION FILES 12/92	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
31 OF 41 RECORD #: 01403	000301	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
32 OF 41 RECORD #: 01408	000302	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
33 OF 41 RECORD #: 01413	000303	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
34 OF 41 RECORD #: 01418	000304	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
35 OF 41 RECORD #: 01423	000305	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
36 OF 41 RECORD #: 01428	000306	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
37 OF 41 RECORD #: 01433	000307	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
38 OF 41 RECORD #: 01438	000308	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
39 OF 41 RECORD #: 01443	000309	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

REPORT: TRANSMIT
RUN DATE: 08/24/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 4
SCHEDULED DESTRUCTION DATE: 01/01/1998

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
40 OF 41 RECORD #: 01448	000310	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS
41 OF 41 RECORD #: 01453	000311	LITIGATION FILES 01/93	HOUSE COUNSEL EXECUTIVE	30	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 041 OF 41 BOXES

E

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 96W1355	DATE REC'D 4-23-96
B. DIVISION/UNIT DE SOUSA - EXEC/CLAIMS AUDITING	RM CODE 24.01	
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE 30 SECTION(S) 11	NO. OF CU. FT. 1
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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 Box	INTERNAL AUDITING	1226 - ITEM 29 01/01/98

*Disposal
3-18-98
AW*

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 01/01/98

***** Transmittal for Transfer to OffSite Storage *****

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
EXEC/CLAIMS AUDITING	INTERNAL AUDITING	29	1 OF 01	01	WAIT TRANS

Consolidated Total: 01 OF 01

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 01/01/98

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01 OF 01	1	AUDIT REPORTS & SUPPORTING WRKSHTS	DE SOUSA	29	1226	WAIT TRANS
Record #:	9113	7-1-92 TO 12-31-92	EXEC/CLAIMS AUDITING			
Consolidated Total of Detail Transmittal Report:		01 OF	01 Boxes			

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 96W1356	DATE RECD 4-23-96
B. DIVISION/UNIT EVANS - PERSONNEL		RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE SECTION(S) 11 16	NO. OF CU. FT. 12
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS 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
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12 Boxes

JOB POSTING RECORDS

1226 - ITEM 32

01/01/98

*DISPOSAL
5-6-98*

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 01/01/98

***** Transmittal for Transfer to OffSite Storage *****

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
PERSONNEL	JOB POSTING RECORDS	32	12 OF 12		WAIT TRANS
Consolidated Total: 12		OF 12			

Maryland Automobile Insurance Fund
Retention Schedule: 1226 Scheduled Destruction Date: 01/01/98

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01 OF 12 Record #:	55 9049	JOB POSTINGS 1994 A - F	EVANS PERSONNEL	32	1226	WAIT TRANS
02 OF 12 Record #:	56 9050	JOB POSTINGS 1994 LEGAL - MAIF AUDITOR	EVANS PERSONNEL	32	1226	WAIT TRANS
03 OF 12 Record #:	57 9051	JOB POSTINGS 1994 MAIF CLAIM CLERK MAIF CLAIM REP. AUDITOR	EVANS PERSONNEL	32	1226	WAIT TRANS
04 OF 12 Record #:	58 9052	JOB POSTINGS 1994 MAIF CLAIM REP. BI - CU	EVANS PERSONNEL	32	1226	WAIT TRANS
05 OF 12 Record #:	59 9053	JOB POSTINGS 1994 MAIF CLAIM REP. FCR - MED	EVANS PERSONNEL	32	1226	WAIT TRANS
06 OF 12 Record #:	60 9054	JOB POSTINGS 1994 MAIF CLAIM REP. PD	EVANS PERSONNEL	32	1226	WAIT TRANS
07 OF 12 Record #:	61 9055	JOB POSTINGS 1994 MAIF CLAIM REP. PD - UCJ	EVANS PERSONNEL	32	1226	WAIT TRANS
08 OF 12 Record #:	62 9056	JOB POSTINGS 1994 MAIF CLAIM SERVICE - CLAIM SUPRV	EVANS PERSONNEL	32	1226	WAIT TRANS
09 OF 12 Record #:	63 9057	JOB POSTINGS 1994 MAIF COMMUNICATIONS - MAIF INFO.	EVANS PERSONNEL	32	1226	WAIT TRANS

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 01/01/98

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal	
10	OF 12	64	JOB POSTINGS 1994	EVANS	32	1226	WAIT TRANS
	Record #:	9058	MAIF NETWORK - MAIF UNDERWRITER	PERSONNEL			
11	OF 12	65	JOB POSTINGS 1994	EVANS	32	1226	WAIT TRANS
	Record #:	9059	MAIF UNDERWRITER - MAINTENANCE	PERSONNEL			
12	OF 12	66	JOB POSTINGS 1994	EVANS	32	1226	WAIT TRANS
	Record #:	9060	OFFICE - WORD	PERSONNEL			

Consolidated Total of Detail Transmittal Report: 12 OF 12 Boxes