

01.01	MDA	<b>Department of General Services</b> 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			
Maryland Department of Agriculture Personnel Services			
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.				
01W516	Closed Recruitment	2094	6	1997 - 1998	5	7/2004	RECYCLE

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

Charlie P Lopez
Records Center Manager
December 30, 2004

Signature
Title
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 Department of Agriculture		ACCESSION NO.  01W516	DATE REC'D 1-11-01
B. DIVISION/UNIT Personnel Services			RM CODE 01.01
C. MAILING ADDRESS 50 Harry S. Truman Parkway Annapolis, MD 21401		LOCATION - RANGE SECTION(S) 20 14	NO. OF CU. FT. 5
D. PHONE NO. 410-841-5900		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Brenda Hatridge		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
# 1	Closed Recruitment - List attached.	2094 #6, July 2004	
# 2	Closed Recruitment - List attached.	2094 #6, July 2004	
# 3	Closed Recruitment - List attached.	2094 #6, July 2004	
# 4	Closed Recruitment - List attached.	2094 #6, July 2004	
# 5	Closed Recruitment - List attached (CAT).	2094 #6, July 2004	
		DISPOSAL 7/13/04 SS	

Maryland Department of Agriculture  
Office of Personnel Services  
Closed Recruitment – Box 1

<u>FOLDERS</u>	<u>DATE</u>
Accountant Auditor, Fiscal Services	Dec. 1997
Administrator I	Sept., Oct. Nov. 1998
Ag. Commodity Grader Trainee, Grading Services	Sept. 1997
Ag. Commodity Grader IV	Apr. 1997
Ag. Commodity Grader IV	May 1997
Ag. Inspector I, Weights & Measures	July 1997
Ag. Inspector I, Weights & Measures	Dec. 1997
Ag. Inspector I, Weights & Measures	Feb. 1998
Ag. Inspector I & II	1997, 1998
Ag. Inspector II, Weights & Measures	Dec. 1997
Ag. Lab Scientist I, Micro, Contractual Conversion, College Park	
Ag. Marketing Specialist I, (loose papers)	Feb. 1997
Ag. Marketing Specialist II	
Animal Autopsy Tech	1998
Contractual Tributary Team, Intern	1997

Maryland Department of Agriculture  
Office of Personnel Services  
Closed Recruitment – Box 2

<u>FOLDERS</u>	<u>DATE</u>
Entomologist II & III	
Meteorologist I	Feb. 1998
Natural Resources Planner III	Sep. 1995
Nutrient Management Specialist I	July 1998
Nutrient Management Specialist I, Cumberland	Oct. 1998
Nutrient Management Specialist I, Denton	Oct. 1998
Nutrient Management Specialist I, Salisbury	Oct. 1998
Nutrient Management Specialist I	Mar. 1999
Program Planning & Development II, Annapolis	Oct. 1998
Program Planning & Development II, Frederick	Oct. 1998
Program Planning & Development II, Salisbury	Oct. 1998
Program Planning & Development II, Mixed	
Nutrient Management Specialist, Supervisor	Jan. 1999
Office Assistant II, General, State Chemist	
Office Secretary I, General, Plant Protection	Feb. 1998
Office Secretary I, General, Riverdale Mosquito Control	Dec. 1998
Office Secretary I, List, Mixed	

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 2000022 10:11 AM

Maryland Department of Agriculture  
Office of Personnel Services  
Closed Recruitment – Box 3

<u>FOLDERS</u>	<u>DATE</u>
Office Secretary II, General, Ag. Land Preservation, Annapolis (2 folders)	
Office Secretary II, Land Preservation Foundation	
Office Secretary III, Public Information (2 folders)	
Office Secretary III, Personnel Services	
Personnel Officer III	1998
Seed Analyst III & IV	

Maryland Department of Agriculture  
Office of Personnel Services  
Closed Recruitment – Box 4

<u>FOLDERS</u>	<u>DATE</u>
Soil Conservation Associate II, Qual. Supps.	1997
Soil Conservation Associate II,	July 1997
Soil Conservation Associate II, Resource Conservation	Jan. 1998
Soil Conservation Associate II, Leonardtown	Jan. 1998
Soil Conservation Associate II,	Apr. 1998
Soil Conservation Associate II, (loose papers)	
Soil Conservation Engineering Tech.	
Soil Conservation Planner II	Oct. 1997
Soil Conservation Planner II, Anne Arundel County	1998
Soil Conservation Planner II, Baltimore County	1998
Soil Conservation Planner II, Mixed	1998
Soil Conservation Planner II	
Soil Conservation Specialist III	1998
Veterinarian	
Weed Control Specialist II	1998

SEARCHED  
SERIALIZED  
INDEXED  
MAY 1998  
FBI - BALTIMORE

Maryland Department of Agriculture  
Office of Personnel Services  
Closed Recruitment – Box 5 (C. Glover)

<u>FOLDERS</u>	<u>DATE</u>
Computer Network Specialist, Annapolis	1998
Personnel Officer III	1997-1998
Soil Conservation Associate II, Elkton	1-7-99
Soil Conservation Associate II, Mountain Lake	8-3-98
Soil Conservation Planner II, Anne Arundel & Montgomery Cntys.	8-30-98
Soil Conservation Planner II, Cambridge	9-25-98
Soil Conservation Planner II, Easton	12-16-99
Soil Conservation Planner II, Hagerstown	5-5-98, 9-29-98
Soil Conservation Planner II, Salisbury	no date
Soil Conservation Planner III, Contractual	1-8-98
Soil Conservation Planner III, Denton	9-9-98
Soil Conservation Planner III, Ellicott City	12-10-98
Soil Conservation Planner III, Salisbury	no date
Soil Conservation Specialist III, Annapolis	12-10-98
Soil Conservation Specialist IV, Contractual	11-2-98
Veterinarian III, Central Region	11-2-98
Veterinarian III, Eastern Shore	11-2-98
Veterinarian IV	no date
Weed Control Specialist III, Cecil & Harford Cntys.	7-31-98

RECORDED

SEP 2 1999

DEPT OF AGRICULTURE  
OFFICE OF PERSONNEL SERVICES

02.01	SDAT	<b>Department of General Services</b> <b>Records Management Division</b> 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			
Business Services and Finance Division			
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.				
02W1234	Personal Property Returns, Domestic, Foreign	1181	1	1999	300	7/2004	RECYCLE
03W278	Personal Property Returns	1181	1	1999	183	7/2004	RECYCLE

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

_____ Charlie P Lopez Signature	_____ Records Center Manager Title	_____ December 30, 2004 Date
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**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. State Department of Assessments and Taxation		<b>ACCESSION NO.</b> 02W11234	<b>DATE REC'D</b> 6-24-02
<b>B. DIVISION/UNIT</b> Business Services and Finance Division			<b>RM CODE</b> 02.01
<b>C. MAILING ADDRESS</b> 301 West Preston Street Room 808 Baltimore, Maryland 21201		<b>LOCATION</b> <b>RANGE SECTION(S)</b> ** SEE BELOW **	<b>NO. OF CU. FT.</b> 300
<b>D. PHONE NO.</b> 410-767-1179		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Brenda A. Walker Administrative Officer I		<b>TO BE COMPLETED AT</b> <b>STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 300	1999 Personal Property Returns, Domestic, Foreign, and other business entities.  ** LOCATIONS ** BOXES 1 250 RANGE - 146 SECTION 19 - 25 BOXES 251 -300 RANGE - 149 SECTION 3 - 4	#181, July, 2004 Item #1  DISPOSAL 7/19/04 LS  Disposal 7-21-04

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. State Department of Assessments and Taxation		ACCESSION NO.  <b>03W278</b>	DATE REC'D <b>11-14-02</b>
B. DIVISION/UNIT Business Services and Finance			RM CODE <b>02.01</b>
C. MAILING ADDRESS Room 808 301 West Preston ST. Baltimore, MD 21201		LOCATION RANGE SECTION(S) <b>*** SEE BELOW ***</b>	NO. OF CU. FT. <b>183</b>
D. PHONE NO. 410-767-1179		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Brenda A. Walker Administrative Officer I		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
301 — 483	1999 Personal Property Returns, Domestic, Foreign, and other business entities.  *** LOCATION ***  BOXES - 301 - 430 RANGE - 145 SECTION 23 - 26 BOXES - 431 - 483 RANGE - 119 SECTION 5 - 6	#1181, July, 2004 Item # 1  130 53 Disposal

*DISPOSAL  
7/19/04 LJS*

BOXES - 301 - 430 RANGE - 145 SECTION 23 - 26

BOXES - 431 - 483 RANGE - 119 SECTION 5 - 6

130  
53  
Disposal



03.01	DBM	<b>Department of General Services</b> 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			
Department of Budget & Management Division of Administration			
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.				
92W899	Budget Request	718	403-12	FY 1989	4	7/2004	RECYCLE

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

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Charlie P Lopez <small>Signature</small>	Records Center Manager <small>Title</small>	December 30, 2004 <small>Date</small>
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DGS 550-2 (Rev. 1/93)

# RECORDS TRANSMITTAL AND RECEIPT

*E*

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1378)

**DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

<b>A. AGENCY</b> Dept. of Budget & Fiscal Planning	<b>ACCESSION NO.</b> <span style="font-size: 2em;">92W899</span>	<b>DATE REC'D</b> <span style="font-size: 1.5em;">2/2-92</span>
<b>B. DIVISION/UNIT</b> Division of Administration	<b>RM CODE</b> <span style="font-size: 1.5em;">03.01</span>	
<b>C. MAILING ADDRESS</b> Room 400, Louis L. Goldstein Treasury Bldg., Annapolis, MD 21404	<b>LOCATION</b> RANGE SECTION(S) <span style="font-size: 1.5em;">40 25</span>	<b>NO. OF CU. FT.</b> <span style="font-size: 2em;">4</span>
<b>D. PHONE NO.</b> 974-2116	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> John J. Pirro, Jr., Director	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	FY 89 Budget Request 33.08.00-33.09.00	718 403-12 7/200
2	FY 89 Budget Request 33.01.01-33.06.00	718 403-12 7/200
3	FY 89 Budget Request 36.01.01	718 403-12 7/200
4	FY 89 Budget Request 36.01.01	718 403-12 7/200
		<span style="font-size: 1.5em;">7/04</span> <span style="font-size: 1.5em;">Disposal</span> <span style="font-size: 1.5em;">7-15-04</span>

05.01, COMP	<b>Department of General Services</b> 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.
Central Payroll Bureau		
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.				
01W682	Central Payroll Records	1618	4,14,17,24	FY 2001	120	7/2004	RECYCLE
01W683	Central Payroll Records	1618	4,14,17,24	FY2001	97	7/2004	RECYCLE

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

_____ Charlie P Lopez Signature	_____ Records Center Manager Title	_____ December 30, 2004 Date
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E

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 796-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury		<b>ACCESSION NO.</b>  01W682	<b>DATE REC'D</b> 4-3-01
<b>B. DIVISION/UNIT</b> Central Payroll Bureau			<b>RM CODE</b> 05.01
<b>C. MAILING ADDRESS</b> P.O. Box 20396 LLG Treasury Bldg. Annapolis, MD 21401-1751		<b>LOCATION</b> <b>RANGE SECTION(S)</b> 15 5-7	<b>NO. OF CU. FT.</b> 120
<b>D. PHONE NO.</b> 410-260-7651		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Gallows</i>		<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	
<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>	
1-120  Total  120	FMO1  CPB Records	<del>1194-6,10,17,13</del> 1618-4,14,17,24 July, 2004  <i>DISPOSAL</i> <i>7/19/04</i> <i>LSB</i>	

FY01

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
1	1999 inactive W <sup>H</sup> + deduction Cards <sup>except</sup> 330700	RG	<small>ALL 28'S, ALL 28'S, 32 18 01, 32 18 02, 32 18 03, 32 18 01, 33 07 00, 35 01 01, 35 02 01, 35 02 02, 35 02 03, 35 02 09, 35 03 01, 35 03 02, 35 05 00, 35 07 00, 35 11 00, 35 13 00, 35 14 00</small> DEPT OF GENERAL SERVICES, DEPT OF HEALTH & MENTAL HYGIENE, DEPT OF HUMAN RESOURCES LOCAL DEPT OPS (OSS) INJURED WORKERS, MARYLAND HOUSE OF CORRECTIONS, PAROLE/PROB, STATE RETIREMENT.	1999 inactive.
2	1999 inactive W <sup>H</sup> + deduction Cards 330700.	RG		1999 inactive.
3	1999 inactive W <sup>H</sup> + deduction Cards <sup>except</sup> 330700.	RG.		1999 inactive.
4	Multiples, Control, Selected - ETR. Processing, Data Extract, Bond, C/O, Transfer, Combine	RG.		8/22/00.
5	"	RG		8/5/00
6	"	RG		9/19/00.
7	"	"		10/3/00.
8	"	"		10/17/00.
9	"	"		10/31/00.
10	"	"		11/14/00.
11	"	"		11/28/00.
12	Special Selected	"		11/28/00.
13	Processing, Data Extract, Bond, Cutoff, Transfer, Combine, Multiples, Control, Selected ETR	"		12/12/00.
14	Processing, Data Extract, Bond, Cutoff Transfer, Combine, Multiples, Control, Selected	RG	32.09.03-32.09.04 350205	8/22/00
15		RG	32.11.02- 340701	9/5/00
16		RG	32.12.01-32.12.12	9/19/00
17		RG	32.13.01-32.13.02 All 38's AND 39's	10/3/00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
18				10/17/00
19				10/31/00
20				11/14/00
21				11/28/00
22				12/12/00
23				12/26/00
24	1999 inactive w/4 deductives cards			1999 Inactive
25	1999 inactive w/4 deductions cards			1999 Inactive
26	1999 inactive w/4 deductives cards			1999 Inactive
27	Processing, Data Extract + ETR's Cutoff Transfers. Combine multiple, processing selects	Rg	22 01 01 THRU 22 01 25 ALL 25'S ALL 31'S ALL 30'S ALL 31'S, 32 01 01, 32 03 01, 32 03 02, 32 06 01, 32 06 02, 32 06 04, 32 10 01, 32 10 02, 32 13 01, 32 13 05, 32 13 07, 32 16 02, 32 17 01 49 01 01 THRU 49 01 09 ALL 09'S	7/11/00
28		RG	AGRICULTURE, CLNS OF CRT. DRAM DRUMI DRK DGS, HOLLY CENTER INXRED WORKERS, JUVENILE SERVICES, MD ENVIRONMI, POTOMAC CENTER, REGISTER OF WKS STATE RETIREMENT, WAXIER'S CENTER	7/25/00
29		PG		8/8/00
30		RG		8/22/00
31		PG		9/5/00
32		RG		9/19/00
33		RG		10/3/00
34		RG		10/17/00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
35	↓ ↓ ↓	Rg	↓	10/31/00
36		Rg		11/14/00
37		Rg		11/28/00
38		Rg		12/12/00
39		Rg		12/26/00
40	1999 Inactive w/4 <sup>th</sup> deduction card	Rg		1999 Inactive
41	1999 inactive w/4 <sup>th</sup> deduction card	Rg		1999 Inactive
42	Direct Deposit Job 9	um	360200	1999
43	Direct Deposit <sup>FMLA Log, Control Log, SSA's Correspondence, Failures</sup>	um CT Rg	all	1999
44	" " Job 9	Rg	all	1999
45	" " Act Audit Report	Rg, CT, um	all	Rg 11/14/00 CT 11/07/00 um 11/18/00
46	" " " " "	Rg um	all	Rg 12/26/00; um 12/26/00
47	" " " " "	Rg um, CT	all	Rg 11/9/01 CT 11/21/01 um 11/13/01
48	" " S	um CT	all	um 9/23/00; 10/7/00 CT 9/12/00; 9/24/00
49	" " S	Rg um CT	all	Rg 9/5/00 CT 8/11/00 um 9/9/00
50	" " S	um CT	all	um 10/21/00 11/14/00 CT 10/10/00 10/24/00
51	" " S	Rg	all	Rg 10/31/00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
52	Direct Deposit ACH Audit Report	Rg	all	10/17/00
53	}			11/28/00
54				10/03/00
55				09/19/00
56				38016; 38064; 38211; 38211
57	Job 9; Pend/Term	CT Rg	all	1999
58	ACH Audit Report	Rg	all	12/12/00
59	ACH Audit Report	um CT	all	um 12/14/00 12/21/00 CT 11/21/00 12/05/00; 12/16/00
60	Inactive files 1 of 2	RC	<small>ALL 21'S, 22 01 00, 22 02 00 THRU 22 10 00, ALL 23'S, ALL 24'S 32.12 14, 32.13 09 35 02 07, 35 04 00, 41.01.01, 41.01 02</small>	1999
61	↓	Rg		<small>ASSESS &amp; TAXATION, COMPTROLLER, BRANDNBURG CTR, EASTERN CORRECTION, GENERAL ASSEMBLY, JUDICIARY, MD ST POLICE PATUXENT INSTITUTE, RICA - SOUTHERN MD, MILITARY, STATE LOTTERY, STATE PLANNING, STATE TREASURER, AGING, FAA</small>
62	ETRS, ETR processing, Base contracts Select, combine multiple Data Extract			9-5-00
63	Bond maintenance, TEN-STAR LIST cut off list.			9-19-00
64				10-3-00
65				10-17-00
66				10-31-00
67				11-14-00
68				11-28-00



COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU		
69	↑ ↓	RG	↑ ↓	11-28-00		
70		↑		12-12-00		
71		↓		12-26-00		
72		Inactive Files 1 of 4		RG	1999	
73	↓	↓	↓			
74						
75						
76				ETRS, ETR Processing, Base Controls Select, Combine Multiple Data Extract	RG	8/22/00
77				Bond Maintenance, Transfer List Cut-off List		9/5/00
78						9/19/00
79						10/3/00
80						10/17/00
81						10/31/00
82						11/14/00
83			11/28/00			
84			11/28/00			
85			12/12/00			

33 01 01 THRU 33 08 00.  
ALL 34'S (except 34 07 01),  
35 02 04, 35 02 06, 35 02 08,  
35 15 00, ALL 36'S AND 37'S

BALT CITY CORR, CENTRAL  
LAUNDRY PRE-RLS, COLLEGES & UNIVS  
DEPT EDUC, OHR, HOUSNG & COMM DEV, OLR  
MD CORR PRE-RLS, PRETRIAL DET SERV,  
MCI-HAGERSTOWN, JESSUP PRE-RELEASE,  
PUBLIC BROADCASTING, ROXBURY CORR

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
86	Spm Full Cola	Rq	all	11/28/00
87	Spm <sup>II</sup> nd half 1st Fm Load+Val		all	11/28/00
88	Load+Val 1st, 2nd 3rd			12/26/00
89	Load+Val. II, III			11/28/00
90	Load+Val I, II, III			11/14/00
91	Load+Val. I, II, III, CQ, IV			10/3/00
92	Retirement letters	↓	↓	1996-98
93	Load+Val. I, II, IV, Spm			12/12/00
94	38019, 38020 Payroll Process			4/4/2000
95	" "			6-13-2000
96	" "			5-2-2000
97	" "			4-18-2000
98	" "			3-7-2000
99	" "	↓	↓	7-25-2000
100	Cu Billing EIC Charts Tax Prof Ret: Letters Load+Validate	Rq	all	2000
101	38110, 38112, 38123 FM II FM III	UM	all	12/30/00
102	" " " "	UM	all	12/16/00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
103	SPFM 38112 cancel aa 84 DPARA1137 Post Health change health rates 74-66-63 rate change UM	UM	all	12/30/00 - 01/03/01
104	1999 inactive deduction cards	UM	all	1999
105	Load + Validate 38110, 38112 FM II - III 38123	UM	all	1/13/01 - 1/13/01
106	Contract Personnel Authorizations 38405	CT	all	6/20/00 - 10/24/00
107	1999 charity - deduction cards Inactive	CT	all	1999
108	Inactive Deduction Cards 1999	UM	all	1999
109	LOAD + Validate 38040 Fm I, II, III 38050	CT	all	11/7 - 12/05
110	LOAD + Validate 38040 Fm I, II, III 38050 SPFM 38040 VF, 84, 07, 43, 74 SPFM CY	CT	all	12/19 - 1/2/2001
111	Payroll Processing RGO, STG	Rg	all	5/16/2000
112	Capt. plan, Fringe Value, Tax Leg Exp, Tuft Frng, State Course	Rg	all	2000
113	Clear En. Cancel AK, AN, 37, 84 Load + Validate	Rg	all	12/26/2000
114	Load + Val. DOE 74, 63	Rg	all	12/26/2000
115	Load + Val. DOE AK, AN, 37, 84	Rg	all	12/26/2000
116	File totals	Rg	all	1999
117	Load + Val. I, II, III	Rg	all	10/17/2000
118	Load + Val. I, II, IV	Rg	all	10/31/2000
119	Load + Val. I, II, III, Newagency	Rg	all	9/5/2000

300105 or 300109

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
120	Load+Val. 1,2,3	Pq	all	9/19/2000

PREPARED BY \_\_\_\_\_

DATE \_\_\_\_\_

R-15  
S-5-7

2-Entry SPACES  
S-7

FEB 23 2001

E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 271, ANNAPOLIS, MD. 20734 (TELEPHONE - 793-1373)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury		<b>ACCESSION NO.</b>  01W683	<b>DATE REC'D</b> 4-3-01
<b>B. DIVISION/UNIT</b> Central Payroll Bureau			<b>RM CODE</b> 05.01
<b>C. MAILING ADDRESS</b> P.O. Box 20396 LLG Treasury Bldg. Annapolis, MD 21401-1751		<b>LOCATION</b> <b>RANGE SECTION(S)</b> 65 6-8	<b>NO. OF CU. FT.</b> 97
<b>D. PHONE NO.</b> 410-260-7651		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Galloway</i>		<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1-97 Total 97	FY 2001 Central Payroll Bureau	<del>1194-6,10,17,13</del> 1618-4,14,17,24 July, 2004 Disposal 7-16-04

1/26/01

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
1	Load + Validate Fm I, II, III	Rg	All	5/2/2000
2		}	}	5/16/2000
3				5/30/2000
4				7/25/2000
5				8/22/2000
6				8/8/2000
7	ETR processing, Controls, Select combine, Bond on Maint. Data			Rg
8	Extract, lot off + Transition She		ASSESS & TAXATION, COMPTROLLER, BRANDNBURG CTR, EASTERN CORRECTION, GENERAL ASSEMBLY, JUDICIARY, MD ST POLICE PATUXENT INSTITUTE, RICA - SOUTHERN MD, MILITARY, STATE LOTTERY, STATE PLANNING, STATE TREASURER, AGING, FAA	25-00
9		}	}	8-8-00
10				8-22-00
11	processing, data extract, lot off - Bond, Combined Multiple, etc			Rg
12			DEPT OF GENERAL SERVICES, DEPT OF HEALTH & MENTAL HYGIENE, DEPT OF HUMAN RESOURCES-LOCAL DEPT OPS (OSS) INJURED WORKERS, MARYLAND HOUSE OF CORRECTIONS, PAROLE/PROB, STATE RETIREMENT.	7/25/00
13				7/25/00
14				8/8/02
15	ETR, PROCESSING, Controls, Select combined Murr, Bond, etc	Rg	320903, 320904, 321102, 321201-321212, 321301-321302, 390101-390108, 350205, 380100-380900 340701	7-11-00
16				7-25-00
17				8-8-00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
18	ACH Audit Report	RG, CT, UM	all	RG 8/8/00 CT 8/15/00 UM 8/24/00
19	" " "	RG, UM	all	RG 8/22, UM 8/24/00
20	Selected, Controls, ETR's, <del>and</del> Multiple Processing, Data Extract, Bonds	RG	CARGO GERMUTH'S DESK 34's, 37's 3/1 except 340701, 35's except 350204, 350206, 350208, 351500	3/21/00
21	(Reports as follows) Transfers, Cutoffs			4/4/00
22	PTR's AP-RU	CT	AP-RU	8-1-00
23	PTR's SA-End		SA-End	8-1-00
24			AP-RU	5-23-00
25			SA-End	5-23-00
26			AP-RU	8-15-00
27			SA-End	8-15-00
28			AP-RU	9-12-00
29			SA-End	9-12-00
30	38047-PTR Processing	CT	all	8-15-00
31	38047-PTR Processing	CT	all	9-12-00
32	38040-FMI II III 38050 Load + Validate	CT	all	8-15-00 / 9-12-00
33	38040-FMI II III 38050 Load + Validate	ct	all	5-9-00 / 6-20-00
34	PTR'S	CT	AP-RU	6-20-00



COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
35	PTR'S	CT	SA - End	6-20-00
36	PTR Processing 38047	CT	all	7-18-00
37	Load + Validate Fm I II III 38050 - SPFM Bonds	CT	all	7-4-00 / 8-1-00
38	Load - 38047 PTR Proc			7-4-00
39	" " "	"	"	8-29-00
40	" " "	"	"	06-06-00
41	" " "	"	"	05-23-00
42	" " "	"	"	08-01-00
43	Load + validate 38123, 38112 SPFM Bonds 502 + Codes AD	UM	360200	7-15-00
44	Load + validate 38123	}	}	8-26-00
45	Load + validate 38123, 38110 38112 Fm II, III			9-9-00
46	Load + validate 38123, 38112 Fm II III, 38110 38112 CW			09-23-00
47	Load + validate 38120, 38110, 38112 Fm II, III			6-17-00
48	Load + validate 38110, 38112 Fm II, III			7-29/8/26
49	Load + validate 38123			8-12-00
50	Load + validate 38104, 38112 let sub 38112 Fm II III 38112 CW			07-01-00
51	Validate 38123			07-01-00

PREPARED BY

*L. Lee*

DATE

10-18-00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
52	Load + validate 38110	UM	360200	7-1-00
53	Load 38123			7-1-00
54	Load + validate 38123	UM	360200	7-29-00
55	Load + Val 38110-38112 II III 38123	↓	↓	7-15-00
56	Val - 38120	↓	360200	6-17-00

*See next page*

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
57	Authorization <sup>+ Summary</sup> Transmittal	RG	ALL	1/1/2000
58	" "	RG	32.13.02 thru 41.01.02	1/1/2000
59	" "	RG	29.02.01 22.01.00 - 32.13.02	1/1/2000
60	Personnel <del>Auth.</del> Transm.	RG	ALL	1/1/99 - 5/30/99
61	Payroll Author. (CPB-310)	RG	21.01.01, 22.01.00, ALL 50's	1/1/98 - 12/99
62	Personnel Auth.	CT	ALL	11/23/99 - 3/28/00
63	PTR'S -	CT	AP thru RU	12/5/00 - 12/5/00
64	PTR'S	CT	SA thru to End	12/5/00 - 12/5/00
65	PTR'S	CT	SA thru to End	11/21/00 - 11/21/00
66	PTR'S	CT	AP thru RU	11/21/00 - 11/21/00
67	PTR Processing 38047	CT	all	12/5/00 - 12/5/00
68	PTR Processing 38217	CT	all	12/19/00 - 12/19/00
69	PTR'S	CT	SA to End	10/10/00 - 10/10/00
70	" "	CT	AP thru RU	10/10/00 - 10/10/00
71	" "	CT	SA to End	10/24/00 - 10/24/00
72	" "	CT	AP thru RU	10/24/00 - 10/24/00
73	" "	CT	AP thru RU	12/19 - 12/19/00

PREPARED BY \_\_\_\_\_

DATE \_\_\_\_\_

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
74	PTR'S	CT	SA to End	12/19/00 - 12/19/00
75	38047 Processing PTR	CT	all	10/24/00 - 10/24/00
76	38047 Processing	CT	all	09/26/00 - 09/26/00
77	38047 Processing	CT	all	11/8/00 - 11/8/00
78	38047 Processing	CT	all	11/21/00 - 11/21/00
79	38405 Personnel Authorization	CT	all	02/01/00 - 02/06/00
80	Load + Validate 38040 - FMI I III 38050	CT	all	9/20/00 - 10/24/00
81	PTR'S	CT	SA - End	8/29/00 - 8/29/00
82	" "	CT	AP thru RU	8/29/00 - 8/29/00
83	" "	CT	SA - End	9/26/00 - 9/26/00
84	" "	CT	AP - RU	9/26/00 - 9/26/00
85	PTR Processing 38047	CT	all	10/10/00 - 10/10/00
86	Load + Validate 38123	UM	all	11/4/00 - 11/4/00
87	Load + Validate 38110 - 38112 I II III	UM	all	11/4/00 - 11/4/00
88	38123	UM	all	10/7/00 - 10/7/00
89	38110 - FMI 38112 FMI II III	OM	all	10/7/00 - 10/21/00
90	38123	UM	all	10/21/00 - 10/21/00

COMPTROLLER OF THE TREASURY  
CENTRAL PAYROLL BUREAU

LIST OF BOXES FOR HALL OF RECORDS

BOX NUMBER	CONTENTS	PAYROLL SYSTEM	AGENCY CODES	PPE DATES THRU
91	Travel Reimbsmt PPE Dates	UM	all	5/6 - 5/20 - 6/3 - 6/17 - 7/1 - 7/15 - 7/29 - 8/12 - 8/26/00
92	Load + Validate 38110 38112 FM II III	UM	all	11/18/00 - 12/6/00
93	38123 Load + Validate	UM	all	11/18/00 - 11/18/00
94	38123 Load + Validate	UM	all	12/2/00 - 12/2/00
95	PTRS	CT	AP thru RU	11/7/00 - 11/7/00
96	PTRS	CT	SIA to end	11/7/00 - 11/7/00
97	Travel Reimbsmt	UM	all	9/9/ 9/23/00 10/7 10/12 11/4 11/18 12/2 12/16 12/30/00

R-65  
S-6-8

10-ENTRY SPACES  
S-9

FEB 6 2001

05.03	COMP	<b>Department of General Services</b> 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			
Motor Fuel Tax Unit			
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.				
03W411	Motor Fuel Tax Refunds	1658	7	FY 2000	55	7/2004	RECYCLE

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

Charlie P Lopez
Records Center Manager
December 30, 2004

Signature
Title
Date

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER

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

**RECORDS TRANSMITTAL AND RECEIPT**

1 of 3

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Comptroller of Maryland		ACCESSION NO. <b>03W411</b>	DATE REC'D <b>1-8-03</b>
B. DIVISION/UNIT Motor Fuel Tax Unit			RM. CODE <b>05-03</b>
C. MAILING ADDRESS L.L. Goldstein Treasury Bldg PO Box 1751 Annapolis, Md. 21404		LOCATION RANGE SECTION(S) <b>65 10-11</b>	NO. OF CU. FT. <b>55</b>
D. PHONE NO. (410) 260-7140		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Herb Hacke		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
	<b>Motor Fuel Tax Refunds FY 2000</b> <b>01/01/99 - 06/30/00</b>	<b>Schedule # 1658</b> <b>Item # 7</b> <b>disposal date</b> <b>July 2004</b> <b>Disposal</b> <b>7-16-04</b>
1 of 55	000001-000048	
2	000049-000108	
3	000109-000143	
4	000144-000203	
5	000204-000260	
6	000261-000304	
7	000305-000360	
8	000361-000424	
9	000425-000469	
0	000470-000512	
11	000513-000566	
12	000567-000626	
3	000627-000669	
4	000670-000713	
5 of 55	000714-000765	



203

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
16 of 55	000766- 000838	Schedule # 1658 Item # 7 disposal date July 2004
17	000839- 000878	
18	000879- 000932	
19	000933- 000976	
20	000977- 001019	
21	001020- 001063	
22	001064- 001104	
23	001105- 001142	
24	001143- 001192	
25	001193- 001235	
26	001236- 001268	
27	001269- 001315	
28	001316- 001360	
29	001361- 001405	
30	001406- 001445	
31	001446- 001494	
32	001495- 001555	
33	001556- 001582	
34	001583- 001618	
35	001619- 001667	
36	001668 - 001697 (missing 001656)	
37	001698 - 001761	
38	001762- 001806	
39	001807- 001847	
40	001848- 001891	
41	001892 - 001921	
42 ✓	001922- 001953	
43 of 55	001954 001981	

383

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
44 of 55 45 46 47	Motor Fuel Tax Refund Transmittals 07/01/99 - 06/30/00 VZAR001 - VZAR010 VZAR011 - VZAR024 VZAR025 - VZAR034 VZAR035 - VZAR049	Schedule # 1658 Item # 7 disposal date July 2004
48 49	Motor Fuel Tax Refund Correspondence 07/01/98 - 06/30/99 A - H I Z 07/01/98 - 06/30/99	Schedule # 1658 Item # 7 disposal date July 2004
50 51	Motor Fuel Tax Ifta Decal Credits 07/16/99 - 12/29/99 Ifta Decal Credits 1/3/00 - 11/30/00 end of credits	Schedule # 1658 Item # 6 disposal date July 2004
52 53 54 55 of 55	MFT Assessment f/m sheets FY 96 - FY 99 MFT EXEMPTION BILLINGS 7/1/98 - 6/30/99 30000 - 32999 EXEMPTION BILLINGS 7/1/98 - 6/30/99 33000 - 39999 MFT ADJUSTMENTS + WAIVERS 7/1/98 - 6/30/99 ASSESSMENT COMPARISON 7/1/98 - 6/30/99 ASSESSMENTS UNDER \$1.00 7/1/98 - 6/30/99	Schedule # 1658 Item # 2 July 2004

05.04	COMP	<b>Department of General Services</b> 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			
General Accounting Division			
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.				
01W680	N-Log / Stars	1804	1	FY 2001	403	7/2004	RECYCLE
01W681	N-Log / R-Stars	1804	1	FY 2001	160	7/2004	RECYCLE
01W684	ACF2 Reports	1804	81	FY 2001	2	7/2004	RECYCLE
01W685	ACF2 Reports	1804	81	FY 2000	2	7/2004	RECYCLE
02W243	N-Log / R-Stars (j)	1804	1	FY 2001	53	7/2004	RECYCLE
02W244	N-Log / R-Stars	1804	1	FY 2001	374	7/2004	RECYCLE
02W1088	N-Log / R-Stars	1804	1	FY 2001	1	7/2004	RECYCLE

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

\_\_\_\_\_ Charlie P Lopez \_\_\_\_\_ December 30, 2004  
 Signature Title Date

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

**DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b> <div style="font-size: 2em; font-family: cursive;">01W680</div>	<b>DATE REC'D</b> <div style="font-size: 1.5em; font-family: cursive;">3-28-2001</div>
<b>B. DIVISION/UNIT</b> General Accounting Division	<b>RM CODE</b> <div style="font-size: 1.5em; font-family: cursive;">05.04</div>	
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION RANGE SECTION(S)</b> ** ( SEE BELOW ) **	<b>NO. OF CU. FT.</b> <div style="font-size: 2em; font-family: cursive;">403</div>
<b>D. PHONE NO.</b> 410-260-7651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <div style="font-size: 1.5em; font-family: cursive;">Ed Hallaway</div>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<div style="font-size: 1.2em; font-family: cursive;">93-495</div>  <div style="font-size: 1.2em; font-family: cursive;">Total</div>  <div style="font-size: 1.2em; font-family: cursive;">403</div>	<div style="font-size: 1.5em; font-family: cursive;">FY 01</div> <div style="font-size: 1.5em; font-family: cursive;">N-Log R-stars</div>  <div style="text-align: center; font-size: 0.8em;">** LOCATION **</div> <div style="border: 1px solid black; border-radius: 15px; padding: 5px; margin: 10px 0;">                     BOXES - 93 - 297 RANGE - 165 SECTION - 9 - 13                      BOXES - 298 - 495 RANGE - 151 SECTION - 1 - 5                 </div>	<div style="font-size: 1.5em; font-family: cursive;">1804-1</div>  <div style="font-size: 1.5em; font-family: cursive;">July, 2004</div>
	<div style="font-size: 0.8em; font-family: cursive;">DISPOSAL</div> <div style="font-size: 0.8em; font-family: cursive;">7/20/04</div> <div style="font-size: 0.8em; font-family: cursive;">LSD</div> <div style="font-size: 0.8em; font-family: cursive;">205</div>  <div style="font-size: 0.8em; font-family: cursive;">198</div>	<div style="font-size: 1.5em; font-family: cursive;">Disposal 7-21-04</div>

# FY 01

## N-Log R-Stars

BOX #

93	1007583 -----	1007665
94	1007666 -----	1007740
95	1007741 -----	1007815
96	1007816 -----	1007910
97	1007911 -----	1007970
98	1007971 -----	1008042
99	1008043 -----	1008120
100	1008121 -----	1008205
101	1008206 -----	1008280
102	1008281 -----	1008365
103	1008366 -----	1008425
104	1008426 -----	1008495
105	1008496 -----	1008557
106	1008558 -----	1008635
107	1008636 -----	1008692
108	1008693 -----	1008767
109	1008768 -----	1008858
110	1008859 -----	1008927
111	1008928 -----	1008992
112	1008993 -----	1009075
113	1009076 -----	1009155
114	1009156 -----	1009232
115	1009233 -----	1009300
116	1009301 -----	1009410
117	1009411 -----	1009500
118	1009501 -----	1009577

119	1009578 -----	1009651
120	1009652 -----	1009735
121	1009736 -----	1009820
122	1009821 -----	1009890
123	1009891 -----	1009982
124	1009983 -----	1010070
125	1010071 -----	1010172
126	1010173 -----	1010245
127	1010246 -----	1010345
128	1010346 -----	1010412
129	1010413 -----	1010482
130	1010483 -----	1010527
131	1010528 -----	1010590
132	1010591 -----	1010662
133	1010663 -----	1010737
134	1010738 -----	1010805
135	1010806 -----	1010890
136	1010891 -----	1010965
137	1010966 -----	1011036
138	1011037 -----	1011107
139	1011108 -----	1011205
140	1011206 -----	1011292
141	1011293 -----	1011377
142	1011378 -----	1011442
143	1011443 -----	1011537
144	1011538 -----	1011615
145	1011616 -----	1011685
146	1011686 -----	1011765
147	1011766 -----	1011846
148	1011847 -----	1011905
149	1011906 -----	1011990
150	1011991 -----	1012075
151	1012076 -----	1012171
152	1012172 -----	1012239
153	1012240 -----	1012335

154	1012336 -----	1012432
155	1012433 -----	1012504
156	1012505 -----	1012580
157	1012581 -----	1012670
158	1012671 -----	1012750
159	1012751 -----	1012805
160	1012806 -----	1012880
161	1012881 -----	1012982
162	1012983 -----	1013067
163	1013068 -----	1013137
164	1013138 -----	1013202
165	1013203 -----	1013282
166	1013283 -----	1013372
167	1013373 -----	1013470
168	1013471 -----	1013567
169	1013568 -----	1013652
170	1013653 -----	1013777
171	1013778 -----	1013867
172	1013868 -----	1013956
173	1013957 -----	1014015
174	1014016 -----	1014080
175	1014081 -----	1014145
176	1014146 -----	1014230
177	1014231 -----	1014320
178	1014321 -----	1014377
179	1014378 -----	1014457
180	1014458 -----	1014537
181	1014538 -----	1014627
182	1014628 -----	1014687
183	1014688 -----	1014755
184	1014756 -----	1014840
185	1014841 -----	1014917
186	1014918 -----	1014997
187	1014998 -----	1015077
188	1015078 -----	1015157

189	1015158 -----	1015225
190	1015226 -----	1015332
191	1015333 -----	1015397
192	1015398 -----	1015517
193	1015518 -----	1015592
194	1015593 -----	1015652
195	1015653 -----	1015730
196	1015731 -----	1015830
197	1015831 -----	1015890
198	1015891 -----	1015975
199	1015976 -----	1016020
200	1016021 -----	1016090
201	1016091 -----	1016172
202	1016173 -----	1016233
203	1016234 -----	1016281
204	1016282 -----	1016350
205	1016351 -----	1016425
206	1016426 -----	1016492
207	1016493 -----	1016580
208	1016581 -----	1016655
209	1016656 -----	1016735
210	1016736 -----	1016810
211	1016811 -----	1016900
212	1016901 -----	1016960
213	1016961 -----	1017042
214	1017043 -----	1017112
215	1017113 -----	1017195
216	1017196 -----	1017267
217	1017268 -----	1017335
218	1017336 -----	1017400
219	1017401 -----	1017482
220	1017483 -----	1017540
221	1017541 -----	1017622
222	1017623 -----	1017710
223	1017711 -----	1017795



224	1017796 -----	1017872
225	1017873 -----	1017927
226	1017928 -----	1018002
227	1018003 -----	1018067
228	1018068 -----	1018122
229	1018123 -----	1018230
230	1018231 -----	1018295
231	1018296 -----	1018407
232	1018408 -----	1018470
233	1018471 -----	1018535
234	1018536 -----	1018635
235	1018636 -----	1018695
236	1018696 -----	1018762
237	1018763 -----	1018814
238	1018815 -----	1018870
239	1018871 -----	1018935
240	1018936 -----	1019005
241	1019006 -----	1019077
242	1019078 -----	1019147
243	1019148 -----	1019267
244	1019268 -----	1019337
245	1019338 -----	1019405
246	1019406 -----	1019470
247	1019471 -----	1019565
248	1019566 -----	1019647
249	1019648 -----	1019722
250	1019723 -----	1019815
251	1019816 -----	1019905
252	1019906 -----	1019962
253	1019963 -----	1020017
254	1020018 -----	1020110
255	1020111 -----	1020175
256	1020176 -----	1020260
257	1020261 -----	1020360
258	1020361 -----	1020425

259	1020426 -----	1020523
260	1020524 -----	1020602
261	1020603 -----	1020680
262	1020681 -----	1020757
263	1020758 -----	1020837
264	1020838 -----	1020892
265	1020893 -----	1020970
266	1020971 -----	1021047
267	1021048 -----	1021135
268	1021136 -----	1021212
269	1021213 -----	1021285
270	1021286 -----	1021352
271	1021353 -----	1021452
272	1021453 -----	1021502
273	1021503 -----	1021575
274	1021576 -----	1021642
275	1021643 -----	1021725
276	1021726 -----	1021790
277	1021791 -----	1021885
278	1021886 -----	1021960
279	1021961 -----	1022058
280	1022059 -----	1022132
281	1022133 -----	1022207
282	1022208 -----	1022292
283	1022293 -----	1022366
284	1022367 -----	1022435
285	1022436 -----	1022502
286	1022503 -----	1022597
287	1022598 -----	1022675
288	1022676 -----	1022742
289	1022743 -----	1022822
290	1022823 -----	1022892
291	1022893 -----	1022965
292	1022966 -----	1023037
293	1023038 -----	1023087

294	1023088 -----	1023170
295	1023171 -----	1023222
296	1023223 -----	1023335
297	1023336 -----	1023417
298	1023418 -----	1023492
299	1023493 -----	1023567
300	1023568 -----	1023640
301	1023641 -----	1023695
302	1023696 -----	1023775
303	1023776 -----	1023840
304	1023841 -----	1023912
305	1023913 -----	1023972
306	1023973 -----	1024010
307	1024011 -----	1024081
308	1024081 -----	1024152
309	1024153 -----	1024200
310	1024201 -----	1024277
311	1024278 -----	1024357
312	1024358 -----	1024440
313	1024441 -----	1024537
314	1024538 -----	1024625
315	1024626 -----	1024707
316	1024708 -----	1024775
317	1024776 -----	1024842
318	1024843 -----	1024937
319	1024938 -----	1025022
320	1025023 -----	1025090
321	1025091 -----	1025162
322	1025163 -----	1025225
323	1025226 -----	1025295
324	1025296 -----	1025367
325	1025368 -----	1025417
326	1025418 -----	1025500
327	1025501 -----	1025572
328	1025573 -----	1025667

329	1025668 -----	1025740
330	1025741 -----	1025807
331	1025808 -----	1025887
332	1025888 -----	1025957
333	1025958 -----	1026032
334	1026033 -----	1026134
335	1026135 -----	1026206
336	1026207 -----	1026304
337	1026305 -----	1026380
338	1026381 -----	1026455
339	1026456 -----	1026547
340	1026548 -----	1026599
341	1026600 -----	1026662
342	1026663 -----	1026767
343	1026768 -----	1026840
344	1026841 -----	1026925
345	1026926 -----	1026980
346	1026981 -----	1027070
347	1027071 -----	1027150
348	1027151 -----	1027222
349	1027223 -----	1027300
350	1027301 -----	1027380
351	1027381 -----	1027455
352	1027456 -----	1027545
353	1027546 -----	1027597
354	1027598 -----	1027672
355	1027673 -----	1027737
356	1027738 -----	1027800
357	1027801 -----	1027840
358	1027841 -----	1027900
359	1027901 -----	1027970
360	1027971 -----	1028032
361	1028033 -----	1028100
362	1028101 -----	1028180
363	1028181 -----	1028247

364	1028248 -----	1028310
365	1028311 -----	1028357
366	1028358 -----	1028437
367	1028438 -----	1028525
368	1028526 -----	1028600
369	1028601 -----	1028675
370	1028676 -----	1028750
371	1028751 -----	1028823
372	1028824 -----	1028897
373	1028898 -----	1028992
374	1028993 -----	1029062
375	1029063 -----	1029145
376	1029146 -----	1029240
377	1029241 -----	1029310
378	1029311 -----	1029380
379	1029381 -----	1029457
380	1029458 -----	1029555
381	1029556 -----	1029605
382	1029606 -----	1029707
383	1029708 -----	1029782
384	1029783 -----	1029850
385	1029851 -----	1029935
386	1029936 -----	1030002
387	1030003 -----	1030075
388	1030076 -----	1030142
389	1030143 -----	1030200
390	1030201 -----	1030242
391	1030243 -----	1030315
392	1030316 -----	1030397
393	1030398 -----	1030467
394	1030468 -----	1030535
395	1030536 -----	1030602
396	1030603 -----	1030672
397	1030673 -----	1030755
398	1030756 -----	1030837

399	1030838 -----	1030892
400	1030893 -----	1030932
401	1030933 -----	1030992
402	1030993 -----	1031070
403	1031071 -----	1031135
404	1031136 -----	1031200
405	1031201 -----	1031275
406	1031276 -----	1031380
407	1031381 -----	1031442
408	1031443 -----	1031540
409	1031541 -----	1031612
410	1031613 -----	1031665
411	1031666 -----	1031752
412	1031753 -----	1031825
413	1031826 -----	1031885
414	1031886 -----	1031945
415	1031946 -----	1032030
416	1032031 -----	1032112
417	1032113 -----	1032180
418	1032181 -----	1032254
419	1032255 -----	1032330
420	1032331 -----	1032415
421	1032416 -----	1032475
422	1032476 -----	1032540
423	1032541 -----	1032612
424	1032613 -----	1032692
425	1032693 -----	1032742
426	1032743 -----	1032822
427	1032823 -----	1032872
428	1032873 -----	1032955
429	1032956 -----	1033050
430	1033051 -----	1033137
431	1033138 -----	1033207
432	1033208 -----	1033322
433	1033323 -----	1033407

434	1033408 -----	1033445
435	1033446 -----	1033510
436	1033511 -----	1033580
437	1033581 -----	1033637
438	1033638 -----	1033725
439	1033726 -----	1033792
440	1033793 -----	1033850
441	1033851 -----	1033952
442	1033953 -----	1034010
443	1034011 -----	1034087
444	1034088 -----	1034167
445	1034168 -----	1034240
446	1034241 -----	1034310
447	1034311 -----	1034407
448	1034408 -----	1034492
449	1034493 -----	1034575
450	1034576 -----	1034672
451	1034673 -----	1034732
452	1034733 -----	1034807
453	1034808 -----	1034882
454	1034883 -----	1034952
455	1034953 -----	1035015
456	1035016 -----	1035095
457	1035097 -----	1035172
458	1035173 -----	1035237
459	1035238 -----	1035325
460	1035326 -----	1035397
461	1035398 -----	1035470
462	1035471 -----	1035540
463	1035541 -----	1035635
464	1035636 -----	1035702
465	1035703 -----	1035765
466	1035766 -----	1035840
467	1035841 -----	1035925
468	1035926 -----	1036007

469	1036008 -----	1036097
470	1036098 -----	1036180
471	1036181 -----	1036255
472	1036256 -----	1036327
473	1036328 -----	1036385
474	1036386 -----	1036457
475	1036458 -----	1036530
476	1036531 -----	1036612
477	1036613 -----	1036700
478	1036701 -----	1036785
479	1036786 -----	1036840
480	1036841 -----	1036917
481	1036918 -----	1037000
482	1037001 -----	1037077
483	1037078 -----	1037125
484	1037126 -----	1037202
485	1037203 -----	1037312
486	1037313 -----	1037400
487	1037401 -----	1037465
488	1037466 -----	1037550
489	1037551 -----	1037614
490	1037615 -----	1037700
491	1037701 -----	1037765
492	1037766 -----	1037855
493	1037856 -----	1037920
494	1037921 -----	1038017
495	1038018 -----	1038092



E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b>  01W681	<b>DATE REC'D</b> 4-2-01
<b>B. DIVISION/UNIT</b> General Accounting Division		<b>RM CODE</b> 05.04
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION</b> <b>RANGE SECTION(S)</b> 145 4-8	<b>NO. OF CU. FT.</b> 160
<b>D. PHONE NO.</b> 410-260-7651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Galloway</i>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
496-655  TOTAL 160	FY 2001 N-log R-stars	1804-1 July, 2004  DISPOSAL 7/19/04 LB

**FY 01**  
**N-Log R-Stars**

BOX #

496	1038093 -----	1038190
497	1038191 -----	1038270
498	1038271 -----	1038342
499	1038343 -----	1038422
500	1038423 -----	1038517
501	1038518 -----	1038577
502	1038578 -----	1038647
503	1038648 -----	1038722
504	1038723 -----	1038782
505	1038783 -----	1038872
506	1038873 -----	1038950
507	1038951 -----	1039030
508	1039031 -----	1039112
509	1039113 -----	1039205
510	1039206 -----	1039270
511	1039271 -----	1039350
512	1039351 -----	1039425
513	1039426 -----	1039525
514	1039526 -----	1039592
515	1039593 -----	1039682
516	1039683 -----	1039780
517	1039781 -----	1039850
518	1039851 -----	1039927
519	1039928 -----	1040002
520	1040003 -----	1040077
521	1040078 -----	1040150
522	1040151 -----	1040230

523	1040231 -----	1040290
524	1040291 -----	1040347
525	1040348 -----	1040425
526	1040426 -----	1040517
527	1040518 -----	1040610
528	1040611 -----	1040683
529	1040684 -----	1040759
530	1040760 -----	1040812
531	1040813 -----	1040900
532	1040901 -----	1040972
533	1040973 -----	1041047
534	1041048 -----	1041132
535	1041133 -----	1041187
536	1041188 -----	1041230
537	1041231 -----	1041300
538	1041301 -----	1041370
539	1041371 -----	1041450
540	1041451 -----	1041507
541	1041508 -----	1041575
542	1041576 -----	1041680
543	1041681 -----	1041775
544	1041776 -----	1041850
545	1041851 -----	1041935
546	1041936 -----	1042000
547	1042001 -----	1042075
548	1042076 -----	1042125
549	1042126 -----	1042158
550	1042159 -----	1042235
551	1042236 -----	1042325
552	1042326 -----	1042407
553	1042408 -----	1042512
554	1042513 -----	1042585
555	1042586 -----	1042642
556	1042643 -----	1042717
557	1042718 -----	1042790

558	1042791 -----	1042867
559	1042868 -----	1042952
560	1042953 -----	1043022
561	1043023 -----	1043110
562	1043111 -----	1043172
563	1043173 -----	1043282
564	1043283 -----	1043352
565	1043353 -----	1043427
566	1043428 -----	1043505
567	1043506 -----	1043609
568	1043610 -----	1043663
569	1043664 -----	1043750
570	1043751 -----	1043825
571	1043826 -----	1043907
572	1043908 -----	1043991
573	1043992 -----	1044065
574	1044066 -----	1044138
575	1044139 -----	1044253
576	1044254 -----	1044322
577	1044323 -----	1044396
578	1044397 -----	1044478
579	1044479 -----	1044555
580	1044556 -----	1044645
581	1044646 -----	1044712
582	1044713 -----	1044785
583	1044786 -----	1044874
584	1044875 -----	1044948
585	1044949 -----	1045012
586	1045013 -----	1045097
587	1045098 -----	1045180
588	1045181 -----	1045241
589	1045242 -----	1045307
590	1045308 -----	1045370
591	1045371 -----	1045472
592	1045473 -----	1045570

593	1045571 -----	1045635
594	1045636 -----	1045702
595	1045703 -----	1045807
596	1045808 -----	1045877
597	1045878 -----	1045962
598	1045963 -----	1046040
599	1046041 -----	1046100
600	1046101 -----	1046165
601	1046166 -----	1046235
602	1046236 -----	1046322
603	1046323 -----	1046390
604	1046391 -----	1046485
605	1046486 -----	1046562
606	1046563 -----	1046625
607	1046626 -----	1046680
608	1046681 -----	1046757
609	1046758 -----	1046840
610	1046841 -----	1046935
611	1046936 -----	1047002
612	1047003 -----	1047090
613	1047091 -----	1047177
614	1047178 -----	1047232
615	1047233 -----	1047312
616	1047313 -----	1047420
617	1047421 -----	1047502
618	1047503 -----	1047570
619	1047571 -----	1047645
620	1047646 -----	1047717
621	1047718 -----	1047807
622	1047808 -----	1047870
623	1047871 -----	1047930
624	1047931 -----	1048017
625	1048018 -----	1048100
626	1048101 -----	1048175
627	1048176 -----	1048292

628	1048293 -----	1048362
629	1048363 -----	1048440
630	1048441 -----	1048507
631	1048508 -----	1048585
632	1048586 -----	1048640
633	1048641 -----	1048725
634	1048726 -----	1048805
635	1048806 -----	1048880
636	1048881 -----	1048955
637	1048956 -----	1049037
638	1049038 -----	1049110
639	1049111 -----	1049180
640	1049181 -----	1049240
641	1049241 -----	1049347
642	1049348 -----	1049427
643	1049428 -----	1049502
644	1049503 -----	1049585
645	1049586 -----	1049660
646	1049661 -----	1049757
647	1049758 -----	1049837
648	1049838 -----	1049920
649	1049921 -----	1050042
650	1050043 -----	1050092
651	1050093 -----	1050207
652	1050208 -----	1050270
653	1050271 -----	1050360
654	1050361 -----	1050440
655	1050441 -----	1050487

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8-Entry SPACA

S-8

E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 786-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b> <i>01W684</i>	<b>DATE REC'D</b> <i>4-3-04</i>
<b>B. DIVISION/UNIT</b> General Accounting Division		<b>RM CODE</b> <i>05.04</i>
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION</b> <b>RANGE SECTION(S)</b> <i>1 1</i>	<b>NO. OF CU. FT.</b> <i>2</i>
<b>D. PHONE NO.</b> 410-260-7651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Gallouey</i>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>1-2</i>  <i>Total</i>  <i>2</i>	<i>FY 01</i>  <i>ACF 2 Reports</i>	<i>1804-81</i>  <i>July, 2004</i>  <i>Disposal</i>  <i>7-15-04</i>



FX 01  
ACF2 Reports

BOX

1	7-1-00	—	8-16-00
2	8-17-00	—	9-26-00

E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 799-1376)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b>  <i>01W685</i>	<b>DATE REC'D</b> <i>4-3-01</i>
<b>B. DIVISION/UNIT</b> General Accounting Division		<b>RM CODE</b> <i>05-04</i>
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION</b> <b>RANGE SECTION(S)</b> <i>4 29</i>	<b>NO. OF CU. FT.</b>  <i>2</i>
<b>D. PHONE NO.</b> 410-260-7651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed. Gallaway</i>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>7-8</i>  <i>Total</i>  <i>2</i>	<i>FY 00</i>  <i>ACF 2 Reports</i>	<i>1804-81</i>  <i>July, 2003</i>  <i>Disposal</i>  <i>7-15-04</i>

FY00  
ACF2 Reports

BOX

7	4-15-00	—	5-24-00
8	5-25-00	—	6-30-00

# RECORDS TRANSMITTAL AND RECEIPT

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

*E*

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b>  <div style="font-size: 2em; font-family: cursive;">02W243</div>	<b>DATE REC'D</b> 10-23-01				
<b>B. DIVISION/UNIT</b> General Accounting Division	<b>FM CODE</b> <div style="font-size: 1.5em; font-family: cursive;">05.04</div>					
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION</b> <table style="width: 100%; border: none;"> <tr> <td style="border: none;"><b>RANGE</b></td> <td style="border: none;"><b>SECTION(S)</b></td> </tr> <tr> <td style="border: none; font-size: 1.5em; font-family: cursive;">66</td> <td style="border: none; font-size: 1.5em; font-family: cursive;">10-11</td> </tr> </table>	<b>RANGE</b>	<b>SECTION(S)</b>	66	10-11	<b>NO. OF CU. FT.</b>  <div style="font-size: 1.5em; font-family: cursive;">53</div>
<b>RANGE</b>	<b>SECTION(S)</b>					
66	10-11					
<b>D. PHONE NO.</b> 974-3020 5651	<b>RECORDS CENTER MANAGER</b>					
<b>E. AGENCY OFFICIAL</b> <div style="font-size: 1.5em; font-family: cursive;">Ed Hallam</div>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
101-153 Total 53	FY 01 N-log R-stars (J)	1804-1 July, 2004 <div style="font-size: 2em; font-family: cursive; margin-top: 20px;">Disposal</div> 7-16-04

**FY 01**  
**N-Log R-Stars (J)**

BOX #

101	1011758 -----	1011807
102	1011808 -----	1011850
103	1011851 -----	1011900
104	1011901 -----	1011946
105	1011947 -----	1011997
106	1011998 -----	1012037
107	1012038 -----	1012092
108	1012093 -----	1012130
109	1012131 -----	1012175
110	1012176 -----	1012212
111	1012213 -----	1012260
112	1012261 -----	1012300
113	1012301 -----	1012350
114	1012351 -----	1012400
115	1012401 -----	1012437
116	1012438 -----	1012488
117	1012486 -----	1012530
118	1012531 -----	1012582
119	1012583 -----	1012625
120	1012626 -----	1012663
121	1012664 -----	1012702
122	1012703 -----	1012750
123	1012751 -----	1012795
124	1012796 -----	1012840
125	1012841 -----	1012892
126	1012893 -----	1012937
127	1012938 -----	1012985

128	1012986 -----	1013030
129	1013031 -----	1013080
130	1013081 -----	1013122
131	1013123 -----	1013175
132	1013176 -----	1013225
133	1013226 -----	1013277
134	1013278 -----	1013297
135	1013298 -----	1013332
136	1013333 -----	1013385
137	1013386 -----	1013436
138	1013437 -----	1013482
139	1013483 -----	1013509
140	1013510 -----	1013552
141	1013553 -----	1013600
142	1013601 -----	1013647
143	1013648 -----	1013700
144	1013701 -----	1013742
145	1013743 -----	1013782
146	1013783 -----	1013827
147	1013828 -----	1013872
148	1013873 -----	1013927
149	1013928 -----	1013952
150	1013953 -----	1013992
151	1013993 -----	1014047
152	1014048 -----	1014077
153	1014078 -----	1014091

**RECORDS TRANSMITTAL AND RECEIPT**

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b> 02W1244	<b>DATE REC'D</b> 10-23-01
<b>B. DIVISION/UNIT</b> General Accounting Division		<b>FM CODE</b> 05.04
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD. 21404-0466	<b>LOCATION</b> <b>RANGE SECTION(S)</b> 56 13-22	<b>NO. OF CU. FT.</b> 374
<b>D. PHONE NO.</b> 974-3888 5651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Halberney</i>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
656-1029  Total 374	FY 01 N-Log R-stars	1804-1  July, 2004  DISPOSAL 7/19/04 <i>[Signature]</i>

**FY 01**  
**N-Log R-Stars**

BOX #

656	1050488 -----	1050550
657	1050551 -----	1050625
658	1050626 -----	1050725
659	1050726 -----	1050790
660	1050791 -----	1050872
661	1050873 -----	1050940
662	1050941 -----	1051030
663	1051031 -----	1051102
664	1051103 -----	1051172
665	1051173 -----	1051223
666	1051224 -----	1051297
667	1051298 -----	1051370
668	1051371 -----	1051437
669	1051438 -----	1051502
670	1051503 -----	1051572
671	1051573 -----	1051682
672	1051683 -----	1051745
673	1051746 -----	1051860
674	1051861 -----	1051920
675	1051921 -----	1052015
676	1052016 -----	1052107
677	1052108 -----	1052170
678	1052171 -----	1052245
679	1052246 -----	1052300
680	1052301 -----	1052372
681	1052373 -----	1052447
682	1052448 -----	1052510



683	1052511 -----	1052567
684	1052568 -----	1052647
685	1052648 -----	1052742
686	1052743 -----	1052820
687	1052821 -----	1052880
688	1052881 -----	1052930
689	1052931 -----	1053000
690	1053001 -----	1053077
691	1053078 -----	1053162
692	1053163 -----	1053232
693	1053233 -----	1053317
694	1053318 -----	1053412
695	1053413 -----	1053472
696	1053473 -----	1053535
697	1053536 -----	1053600
698	1053601 -----	1053657
699	1053658 -----	1053732
700	1053733 -----	1053800
701	1053801 -----	1053887
702	1053888 -----	1053962
703	1053963 -----	1054025
704	1054026 -----	1054115
705	1054116 -----	1054185
706	1054186 -----	1054256
707	1054257 -----	1054337
708	1054338 -----	1054417
709	1054418 -----	1054497
710	1054498 -----	1054545
711	1054546 -----	1054627
712	1054628 -----	1054700
713	1054701 -----	1054785
714	1054786 -----	1054842
715	1054843 -----	1054950
716	1054951 -----	1055020
717	1055021 -----	1055075

718	1055076 -----	1055145
719	1055146 -----	1055222
720	1055223 -----	1055302
721	1055303 -----	1055382
722	1055383 -----	1055460
723	1055461 -----	1055570
724	1055571 -----	1055620
725	1055621 -----	1055700
726	1055701 -----	1055772
727	1055773 -----	1055855
728	1055856 -----	1055932
729	1055933 -----	1056007
730	1056008 -----	1056075
731	1056076 -----	1056152
732	1056153 -----	1056235
733	1056236 -----	1056350
734	1056351 -----	1056405
735	1056406 -----	1056482
736	1056483 -----	1056550
737	1056551 -----	1056620
738	1056621 -----	1056685
739	1056686 -----	1056755
740	1056756 -----	1056840
741	1056841 -----	1056940
742	1056941 -----	1057015
743	1057016 -----	1057095
744	1057096 -----	1057162
745	1057163 -----	1057235
746	1057236 -----	1057327
747	1057328 -----	1057395
748	1057396 -----	1057462
749	1057462 -----	1057537
750	1057538 -----	1057600
751	1057601 -----	1057660
752	1057661 -----	1057707

753	1057708 -----	1057769
754	1057770 -----	1057887
755	1057888 -----	1057950
756	1057951 -----	1058050
757	1058051 -----	1058115
758	1058116 -----	1058185
759	1058186 -----	1058297
760	1058298 -----	1058370
761	1058371 -----	1058437
762	1058438 -----	1058510
763	1058511 -----	1058577
764	1058578 -----	1058630
765	1058631 -----	1058704
766	1058705 -----	1058762
767	1058763 -----	1058825
768	1058826 -----	1058910
769	1058911 -----	1058992
770	1058993 -----	1059060
771	1059061 -----	1059132
772	1059133 -----	1059210
773	1059211 -----	1059280
774	1059281 -----	1059340
775	1059341 -----	1059410
776	1059411 -----	1059470
777	1059471 -----	1059537
778	1059538 -----	1059620
779	1059621 -----	1059705
780	1059706 -----	1059792
781	1059793 -----	1059860
782	1059861 -----	1059930
783	1059931 -----	1060020
784	1060021 -----	1060087
785	1060088 -----	1060157
786	1060158 -----	1060220
787	1060221 -----	1060272

788	1060273 -----	1060362
789	1060363 -----	1060430
790	1060431 -----	1060507
791	1060508 -----	1060597
792	1060598 -----	1060675
793	1060676 -----	1060735
794	1060736 -----	1060782
795	1060783 -----	1060867
796	1060868 -----	1060942
797	1060943 -----	1061022
798	1061023 -----	1061090
799	1061091 -----	1061205
800	1061206 -----	1061300
801	1061301 -----	1061390
802	1061391 -----	1061475
803	1061476 -----	1061527
804	1061528 -----	1061605
805	1061606 -----	1061680
806	1061681 -----	1061762
807	1061763 -----	1061830
808	1061831 -----	1061910
809	1061911 -----	1061990
810	1061991 -----	1065072
811	1062073 -----	1062142
812	1062143 -----	1062230
813	1062231 -----	1062300
814	1062301 -----	1062375
815	1062376 -----	1062435
816	1062436 -----	1062500
817	1062501 -----	1062565
818	1062566 -----	1062670
819	1062671 -----	1062735
820	1062736 -----	1062840
821	1062841 -----	1062900
822	1062901 -----	1062980

823	1062981 -----	1063045
824	1063046 -----	1063140
825	1063141 -----	1063217
826	1063218 -----	1063280
827	1063281 -----	1063360
828	1063361 -----	1063450
829	1063451 -----	1063547
830	1063548 -----	1063607
831	1063608 -----	1063680
832	1063681 -----	1063745
833	1063746 -----	1063822
834	1063823 -----	1063882
835	1063883 -----	1063962
836	1063963 -----	1064032
837	1064033 -----	1064090
838	1064091 -----	1064167
839	1064168 -----	1064275
840	1064276 -----	1064350
841	1064351 -----	1064435
842	1064436 -----	1064520
843	1064521 -----	1064575
844	1064576 -----	1064637
845	1064638 -----	1064721
846	1064722 -----	1064789
847	1064790 -----	1064872
848	1064873 -----	1064940
849	1064941 -----	1065027
850	1065028 -----	1065095
851	1065096 -----	1065170
852	1065171 -----	1065250
853	1065251 -----	1065315
854	1065316 -----	1065377
855	1065378 -----	1065442
856	1065443 -----	1065520
857	1065521 -----	1065600

858	1065601 -----	1065652
859	1065653 -----	1065762
860	1065763 -----	1065835
861	1065836 -----	1065892
862	1065893 -----	1065960
863	1065961 -----	1066032
864	1066033 -----	1066107
865	1066108 -----	1033182
866	1066183 -----	1066262
867	1066263 -----	1066322
868	1066323 -----	1066385
869	1066386 -----	1066475
870	1066476 -----	1066535
871	1066536 -----	1066625
872	1066626 -----	1066700
873	1066701 -----	1066760
874	1066761 -----	1066820
875	1066821 -----	1066900
876	1066901 -----	1066967
877	1066968 -----	1067020
878	1067021 -----	1067092
879	1067093 -----	1067160
880	1067161 -----	1067255
881	1067256 -----	1067305
882	1067306 -----	1067432
883	1067433 -----	1067490
884	1067491 -----	1067567
885	1067568 -----	1067630
886	1067631 -----	1067685
887	1067686 -----	1067755
888	1067756 -----	1067802
889	1067803 -----	1067880
890	1067881 -----	1067950
891	1067951 -----	1068035
892	1068036 -----	1068112

893	1068113 -----	1068180
894	1068181 -----	1068260
895	1068261 -----	1068352
896	1068353 -----	1068443
897	1068454 -----	1068520
898	1068521 -----	1068588
899	1068589 -----	1068662
900	1068663 -----	1068733
901	1068734 -----	1068800
902	1068801 -----	1068877
903	1068878 -----	1068967
904	1068968 -----	1069052
905	1069053 -----	1069130
906	1069131 -----	1069200
907	1069201 -----	1069270
908	1069271 -----	1069359
909	1069360 -----	1069421
910	1069422 -----	1069505
911	1069506 -----	1069612
912	1069613 -----	1069683
913	1069684 -----	1069758
914	1069759 -----	1069834
915	1069835 -----	1069913
916	1069914 -----	1069960
917	1069961 -----	1070050
918	1070051 -----	1070160
919	1070161 -----	1070237
920	1070238 -----	1070319
921	1070320 -----	1070383
922	1070384 -----	1070434
923	1070435 -----	1070513
924	1070514 -----	1070582
925	1070583 -----	1070676
926	1070677 -----	1070724
927	1070725 -----	1070831

928	1070832 -----	1070922
929	1070923 -----	1070980
930	1070981 -----	1071040
931	1071041 -----	1071100
932	1071101 -----	1071182
933	1071183 -----	1071222
934	1071223 -----	1071280
935	1071281 -----	1071332
936	1071333 -----	1071400
937	1071401 -----	1071482
938	1071483 -----	1071567
939	1071568 -----	1071647
940	1071648 -----	1071722
941	1071723 -----	1071772
942	1071773 -----	1071850
943	1071851 -----	1071930
944	1071931 -----	1071990
945	1071991 -----	1072050
946	1072051 -----	1072110
947	1072111 -----	1072165
948	1072166 -----	1072222
949	1072223 -----	1072297
950	1072298 -----	1072389
951	1072390 -----	1072447
952	1072448 -----	1072520
953	1072521 -----	1072607
954	1072608 -----	1072690
955	1072691 -----	1072755
956	1072756 -----	1072820
957	1072821 -----	1072887
958	1072888 -----	1072962
959	1072963 -----	1073030
960	1073031 -----	1073080
961	1073081 -----	1073147
962	1073148 -----	1073225



963	1073226 -----	1073315
964	1073316 -----	1073372
965	1073373 -----	1073462
966	1073463 -----	1073517
967	1073518 -----	1073577
968	1073578 -----	1073677
969	1073678 -----	1073727
970	1073728 -----	1073777
971	1073778 -----	1073830
972	1073831 -----	1073917
973	1073918 -----	1073987
974	1073988 -----	1074055
975	1074056 -----	1074130
976	1074131 -----	1074205
977	1074206 -----	1074287
978	1074288 -----	1074332
979	1074333 -----	1074420
980	1074421 -----	1074487
981	1074488 -----	1074565
982	1074566 -----	1074620
983	1074621 -----	1074670
984	1074671 -----	1074745
985	1074746 -----	1074807
986	1074808 -----	1074895
987	1074896 -----	1074972
988	1074973 -----	1075075
989	1075076 -----	1075150
990	1075151 -----	1075225
991	1075226 -----	1075300
992	1075301 -----	1075357
993	1075358 -----	1075437
994	1075438 -----	1075510
995	1075511 -----	1075575
996	1075576 -----	1075640
997	1075641 -----	1075720

998	1075721 -----	1075780
999	1075781 -----	1075855
1000	1075856 -----	1075918
1001	1075918 -----	1076000
1002	1076001 -----	1076076
1003	1076077 -----	1076160
1004	1076161 -----	1076233
1005	1076234 -----	1076295
1006	1076296 -----	1076377
1007	1076378 -----	1076445
1008	1076446 -----	1076541
1009	1076542 -----	1076610
1010	1076611 -----	1076685
1011	1076686 -----	1076742
1012	1076743 -----	1076815
1013	1076816 -----	1076904
1014	1076905 -----	1076982
1015	1076983 -----	1077054
1016	1077055 -----	1077115
1017	1077116 -----	1077176
1018	1077177 -----	1077248
1019	1077249 -----	1077313
1020	1077314 -----	1077394
1021	1077395 -----	1077459
1022	1077460 -----	1077555
1023	1077556 -----	1077632
1024	1077633 -----	1077700
1025	1077701 -----	1077792
1026	1077793 -----	1077872
1027	1077873 -----	1077950
1028	1077951 -----	1078040
1029	1078041 -----	1078110

# RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b>  <div style="font-size: 2em; font-family: cursive;">02W1088</div>	<b>DATE REC'D</b> 5-20-02
<b>B. DIVISION/UNIT</b> General Accounting Division	<b>FM CODE</b> 05.04	
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD. 21404-0466	<b>LOCATION</b> RANGE      SECTION(S) 19            21	<b>NO. OF CU. FT.</b>  
<b>D. PHONE NO.</b> 974- <del>3098</del> 5651	<b>RECORDS CENTER MANAGER</b> <div style="font-family: cursive; font-size: 1.5em;">Gabriel Lopez</div>	
<b>E. AGENCY OFFICIAL</b> <div style="font-family: cursive; font-size: 1.5em;">Ed Galloway</div>	<b>TO BE COMPLETED AT</b> <b>STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1,030  Total 1	FY 01 GAD N-Log R-stars	1804-1  July, 2004  Disposal  7-14-07



05.04	COMP	<b>Department of General Services</b> 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.
General Accounting Division			
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.				
84W208	Construction Loans "N"	1804	2	FY 1984	1	7/2004	RECYCLE
84W435	Construction Loans "N"	1804	2	FY 1984	3	7/2004	RECYCLE
85W50	Construction Loans "P"	1804	2	FY 1984	1	7/2004	RECYCLE
85W54	Construction Loans "N"	1804	2	FY 1984	3	7/2004	RECYCLE
01W678	N-Log / R-Stars (J)	1804	1	FY 2001	60	7/2004	RECYCLE
01W679	N-Log / R-Stars (J)	1804	1	FY 2001	23	7/2004	RECYCLE

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

<u>Charlie P Lopez</u> Signature	<u>Records Center Manager</u> Title	<u>December 30, 2004</u> Date
-------------------------------------	--	----------------------------------

E

AND RECEIPT

05.04

Accession No.

84W208

Date Received

10.26-83

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

Comptroller of the Treasury  
General Accounting Division  
Treasury Bldg., Annapolis, MD 21404

Signature

Title

2. Building and Room

Treasury Building  
Room 204

3. Phone

269-3812

4. To: State Records Center

5. Signature: (Agency Official)

Ed Galloway

6. No. of Cu.Ft.

1

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item N)

1

Construction Loans "N" FY84

R-113  
S-28

~~9061~~  
2004  
July 1999  
1804  
1244  
#2

Disposal

7-23-04

Construction Loans "N"

FY84

1 49N ——— 3000N

RECORDS TRANSMITTAL

AND RECEIPT

05.04

Complete at State Records Center

Accession No.

84W435

Date Received

2-17-84

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

Comptroller of the Treasury  
General Accounting Division  
Annapolis, MD 21404

Signature

Title

2. Building and Room  
Louis L. Goldstein  
Treasury  
Rm 204

3. Phone  
269-3812

4. To: State Records Center  
Jessup, MD

5. Signature: (Agency Official)

Ed Galloway

*Ed Galloway*

6. No. of Cu.Ft.

3

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

R-108  
S-11

2 - 4

FY84  
Construction Loans "N"

~~906-1~~

2004  
July 1999  
1804  
1244  
#2

Disposal

7-23-04

(Use Plain Unlined Paper For Continuation Pages)



Construction Loans "N"  
FY84

2            3001        ———        6850

3            6851        ———        11089

4            11196       ———        13193

E

RECORDS TRANSMITTAL

AND RECEIPT

05.04

Accession No. 85W50

Date Received 7-27-84

From: (Name, Division, Address or Agency)

Comptroller of the Treasury  
General Accounting Division  
Louis L. Goldstein Treasury  
Annapolis, MD 21404

Signature

Title

Building and Room  
Treasury  
Rm. 204

3. Phone  
269-3812

4. To: State Records Center  
Jessup, MD

Signature: (Agency Official)

Ed Galloway *Ed Galloway*

6. No. of Cu.Ft.

1

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-142 S-19	1	FY84 Construction Loans "p" 80 agents	<del>906-1</del> 2004 July 1999 1804 1244 # 2  DISPOSAL 7/16/04 JSO

Construction Loans "P"  
FY 84

1 90045 ——— 93446 7/6/83 to 6/27/84  
Construction Loans - 80 agents

RECORDS TRANSMITTAL

E

AND RECEIPT

05.04

Accession No. 85W54

Date Received 7-27-84

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

Comptroller of the Treasury  
General Accounting Division  
Louis L. Goldstein Treasury  
Annapolis, MD 21404

Signature

Title

2. Building and Room  
Treasury  
Rm. 204

3. Phone  
269-3812

4. To: State Records Center  
Jessup, MD

Signature: (Agency Official)

Ed Galloway

*Ed Galloway*

6. No. of Cu.Ft.  
3

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-42 S-4	5-7 Total 3	FY84 Construction Loans "N"	<del>906-1</del> July 1999-2004 1804 1244 #2 Disposal 7-15-04

Construction Loans "N"

FY84

5	13264	————	15853
6	15910	————	21506
7	21541	————	26310

E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 790-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of the Treasury	<b>ACCESSION NO.</b>  01W678	<b>DATE REC'D</b> 3-28-01
<b>B. DIVISION/UNIT</b> General Accounting Division		<b>RM CODE</b> 05.04
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466	<b>LOCATION</b> <b>RANGE SECTION(S)</b> 168 4-5	<b>NO. OF CU. FT.</b> 60
<b>D. PHONE NO.</b> 410-260-7651	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Hallway</i>	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
18-77  Total 60	FY 01  N-Log R-Stars(J)	1804-1  July, 2004  <i>[Signature]</i> 7/23/04  <i>[Signature]</i>

# FY 01

## N-Log R-stars (J)

### BOX #

18	1007911 -----	1007965
19	1007966 -----	1008017
20	1008018 -----	1008062
21	1008063 -----	1008115
22	1008116 -----	1008155
23	1008156 -----	1008207
24	1008208 -----	1008255
25	1008256 -----	1008305
26	1008306 -----	1008362
27	1008363 -----	1008400
28	1008401 -----	1008452
29	1008453 -----	1008510
30	1008511 -----	1008565
31	1008566 -----	1008620
32	1008621 -----	1008664
33	1008665 -----	1008700
34	1008701 -----	1008755
35	1008756 -----	1008802
36	1008803 -----	1008850
37	1008851 -----	1008904
38	1008905 -----	1008952
39	1008953 -----	1008992
40	1008993 -----	1009055
41	1009056 -----	1009092

42	1009093 -----	1009150
43	1009151 -----	1009180
44	1009181 -----	1009222
45	1009223 -----	1009272
46	1009273 -----	1009315
47	1009316 -----	1009367
48	1009368 -----	1009425
49	1009426 -----	1009458
50	1009459 -----	1009495
51	1009496 -----	1009545
52	1009546 -----	1009605
53	1009606 -----	1009642
54	1009643 -----	1009684
55	1009685 -----	1009715
56	1009716 -----	1009752
57	1009753 -----	1009800
58	1009801 -----	1009849
59	1009850 -----	1009885
60	1009886 -----	1009925
61	1009926 -----	1009963
62	1009964 -----	1010005
63	1010006 -----	1010062
64	1010063 -----	1010112
65	1010113 -----	1010165
66	1010166 -----	1010207
67	1010208 -----	1010235
68	1010236 -----	1010272
69	1010273 -----	1010327
70	1010328 -----	1010375
71	1010376 -----	1010422
72	1010423 -----	1010462
73	1010463 -----	1010505
74	1010506 -----	1010567
75	1010568 -----	1010605
76	1010606 -----	1010660



77

1010661 ----- 1010700

R-168

S-4-5

S-ENTRY SPACES

S-5

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

*E*

<b>A. AGENCY</b> 1. Comptroller of the Treasury		<b>ACCESSION NO.</b>  01W679	<b>DATE REC'D</b> 3-28-01
<b>B. DIVISION/UNIT</b> General Accounting Division			<b>RM CODE</b> 05.04
<b>C. MAILING ADDRESS</b> P.O. Box 466 LLG Treasury Bldg. Annapolis, MD 21404-0466		<b>LOCATION</b> RANGE SECTION(S) 166 5	<b>NO. OF CU. FT.</b>  23
<b>D. PHONE NO.</b> 410-260-7651		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Ed Hallway</i>		<b>TO BE COMPLETED AT                  STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
78-100  TOTAL  23	FY 2001 N-Log R-stars (J)	1804-1 July, 2004  DISPOSAL 7/20/04 LJS

**FY 01**  
**N - Log R - Stars ( J )**

**BOX #**

78	1010701 -----	1010737
79	1010738 -----	1010767
80	1010768 -----	1010810
81	1010811 -----	1010862
82	1010863 -----	1010905
83	1010906 -----	1010950
84	1010951 -----	1010987
85	1010988 -----	1011022
86	1011023 -----	1011060
87	1011061 -----	1011105
88	1011106 -----	1011150
89	1011151 -----	1011212
90	1011213 -----	1011267
91	1011268 -----	1011315
92	1011316 -----	1011365
93	1011366 -----	1011410
94	1011411 -----	1011465
95	1011466 -----	1011525
96	1011526 -----	1011575
97	1011576 -----	1011610
98	1011611 -----	1011660
99	1011661 -----	1011710
100	1011711 -----	1011757

R-166  
S-5

1-ENTRY SPACE  
S-5



**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Comptroller of Maryland	<b>ACCESSION NO.</b>  	<b>DATE REC'D</b> 2-5-01
<b>B. DIVISION/UNIT</b> Revenue Administration Division	01W 521	<b>RM CODE</b> 05.06
<b>C. MAILING ADDRESS</b> Estate Tax P.O. Box 828 Annapolis, MD 21404-0828	<b>LOCATION</b> RANGE SECTION(S) 176 11	<b>NO. OF CU. FT.</b> 11
<b>D. PHONE NO.</b> 410-260-7850	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Florence McIntyre	<b>TO BE COMPLETED AT          STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSITION AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	MARYLAND ESTATE TAX RETURNS	Schedule 2071 -Item 57
1	1999-0001 to 1999-0196	July, 2002
2	1999-0197 to 1999-0377	7/04 Disposal 8-12-04  Disposal 8-12-04
3	1999-0378 to 1999-0570	
4	1999-0571 to 1999-0807	
5	1999-0808 to 1999-1015	
6	1999-1016 to 1999-1272	
7	1999-1273 to 1999-1525	
8	1999-1526 to 1999-1806	
9	1999-1807 to 1999-2120	
10	1999-2121 to 1999-2512	
11	1999-2513 to 1999-2831	

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. Comptroller of Maryland		ACCESSION NO.  <b>03W664</b>	DATE REC'D <b>3-17-03</b>
B. DIVISION/UNIT Revenue Administration Division			RM CODE <b>05.06</b>
C. MAILING ADDRESS Estate Tax P.O. Box 828 Annapolis, MD 21404-0828		LOCATION RANGE SECTION(S) <b>74 8</b>	NO. OF CU. FT. <b>23</b>
D. PHONE NO. 410-260-7850		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Florence McIntyre		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
<b>23 boxes</b>	MARYLAND ESTATE TAX RETURNS	Schedule 2071-Item 57
1	7/6/2000 to 7/24/2000	July, 2004 Disposal 7-15-04 ↓
2	7/25/2000 to 8/3/2000	
3	8/4/2000 to 8/31/2000	
4	9/1/2000 to 9/8/2000	
5	9/12/2000 to 9/22/2000	
6	9/26/2000 to 10/10/2000	
7	10/12/2000 to 10/26/2000	
8	10/27/2000 to 11/16/2000	
9	11/17/2000 to 12/4/2000	
10	12/7/2000 to 12/19/2000	
11	12/21/2000 to 1/9/2001	
12	1/11/2001 to 1/23/2001	
13	1/25/2001 to 2/9/2001	
14	2/13/2001 to 2/23/2001	
15	3/1/2001 to 3/8/2001	
16	3/9/2001 to 3/20/2001	
17	3/23/2001 to 3/30/2001	
18	4/3/2001 to 4/10/2001	
19	4/13/2001 to 5/3/2001	
20	5/7/2001 to 5/17/2001	
21	5/22/2001 to 5/24/2001	
22	5/29/2001 to 6/12/2001	
23	6/14/2001 to 6/29/2001	




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 Comptroller of Maryland		ACCESSION NO. <b>03W664</b>	DATE REC'D <b>3-17-03</b>
B. DIVISION/UNIT Revenue Administration Division			RM CODE <b>05.06</b>
C. MAILING ADDRESS Estate Tax P.O. Box 828 Annapolis, MD 21404-0828		LOCATION RANGE SECTION(S) <b>74 8</b>	NO. OF CU. FT. <b>23</b>
D. PHONE NO. 410-260-7850		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Florence McIntyre		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
<b>23 boxes</b>	MARYLAND ESTATE TAX RETURNS	Schedule 2071-Item 57
1	7/6/2000 to 7/24/2000	July, 2004 
2	7/25/2000 to 8/3/2000	
3	8/4/2000 to 8/31/2000	
4	9/1/2000 to 9/8/2000	
5	9/12/2000 to 9/22/2000	
6	9/26/2000 to 10/10/2000	
7	10/12/2000 to 10/26/2000	
8	10/27/2000 to 11/16/2000	
9	11/17/2000 to 12/4/2000	
10	12/7/2000 to 12/19/2000	
11	12/21/2000 to 1/9/2001	
12	1/11/2001 to 1/23/2001	
13	1/25/2001 to 2/9/2001	
14	2/13/2001 to 2/23/2001	
15	3/1/2001 to 3/8/2001	
16	3/9/2001 to 3/20/2001	
17	3/23/2001 to 3/30/2001	
18	4/3/2001 to 4/10/2001	
19	4/13/2001 to 5/3/2001	
20	5/7/2001 to 5/17/2001	
21	5/22/2001 to 5/24/2001	
22	5/29/2001 to 6/12/2001	
23	6/14/2001 to 6/29/2001	

Destroy



**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT		ACCESSION NO. <b>99W20</b>	DATE REC'D <b>7-2-98</b>
B. DIVISION/UNIT MARYLAND HOUSING FUND		LOCATION RANGE SECTION(S) <b>1 16</b>	RM CODE <b>06.03.00</b>
C. MAILING ADDRESS 100 COMMUNITY PLACE CROWNSVILLE, MD 21032		NO. OF CU. FT. <b>19</b>	
D. PHONE NO. 410 514-7374		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Debra R.</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <b>1-19</b>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <b>STRATHDALE - WORKOUT / FORECLOSURE FY 1997</b>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE <b>RETAIN FOR 7 YRS THEN DESTROY July 2004 <del>1210</del>1593 #3 7/04 DISPOSAL 7/20/04 JEB</b>	

DEPARTMENT OF GENERAL SERVICES  
 RECORDS MANAGEMENT DIVISION  
 RECORDS RETENTION AND DISPOSAL SCHEDULE

Schedule No. 1210

Page 1 of 3

Agency: DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT  
 Division/Unit: MHF

Item No.	Description	Retention
1-19	STRATHDALE WORK-OUT / FORECLOSURE	RETAIN FOR 7 YRS THEN DESTROY 2004

Schedule Approved by Department, Agency, or Division Representative.  
 Date: 9/30/97  
 Signature: *[Signature]*  
 Typed Name: Gary Prevatt  
 Title: Director of Asset Management

Schedule Authorized by State Archivist  
 Date: 9/30/97  
 Signature: *[Signature]*

DGS 550-1 (Rev. 1/93)

Figure 3

# Listing of Files Archived in the Cage - Page

15

As of: September 9, 1997

<p><b><u>Box 1DR (DRAWS)</u></b>  Owen Brown Place  Federalsburg Gardens  Mt. Pleasant Village  Central Gardens II (T&amp;C)  Lakeview House  Londonderry Towers  Schoolhouse Road</p>	<p><b><u>Box 2DR</u></b>  Admiral Oaks  Timothy House/Annapolis  The Graw  Longwood Elderly  Greenbelt/Greenridge  Pinebluff Village Apts.</p>	<p><b><u>Box 3DR</u></b>  Waterside/Renaissance Plaza  Taney Village  Parkside Village  Pentridge Apts.  Turner Station  Franklin Apts.  Locust House  Circle Terrace/Lake in Woods  Isaiah Fassett  Woods Edge III  Longwood Elderly  Richmond Hill Manor</p>
<p><b><u>Box 4DR</u></b>  Woodsdale Senior Housing  North Avenue Terrace  Bolton House/Mt. Royal  Stewartown Homes</p>	<p><b><u>Box 5DR</u></b>  Westfield Apts.  Apartments at the Green  Westfield Gardens  Redwood Square  Walker Mill Gardens  Ambassador Apts.  Dring's Reach  Woodside Apt./Country  View</p>	<p><b><u>Box 6DR</u></b>  Loch Raven I  Loch Raven II  Villages of Laurel  Golden Ring Co-op  Henson Creek Manor  Rainier Manor  Rock Creek Terrace</p>
<p><b><u>Box 7DR</u></b>  Alexander House - HOC  (see also Box 8DR and 9DR)</p>	<p><b><u>Box 8DR</u></b>  Alexander House - HOC  (see also Box 7DR and 9DR)</p>	<p><b><u>Box 9DR</u></b>  Alexander House - HOC  (see also Box 7 DR and 8DR)</p>
<p><b><u>Box 10DR</u></b>  Lease Purchase Pilot  Orchard Club  Schumaker Place  Largo Center Apts.</p>	<p><b><u>Box 11DR</u></b>  Market Mews</p>	<p><b><u>Box 12DR</u></b>  Village House  Telephone Apts.  Robinwood Townhome Apts.  Spring Valley  Hunter's Run/Lancaster Apts.</p>

# Listing of Files Archived in the Cage - Page

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As of: September 9, 1997

<p><b><u>Box 13DR</u></b> Woods of Marleton I Bay Street/Quail Run Westminster House Epiphany House Paths at Loveton Farms Bywater I and II Hollins Townhouses Brookside Gardens</p>	<p><b><u>Box 14DR</u></b> Columbia Commons Union Avenue Spyglass at Cedar Grove Shade Tree Trace The Willows</p>	<p><b><u>Box 15DR</u></b> Har Sinai Sugar Hill Tabco Towers Indian Head Manor 6 Clark Place Eastgate Village Ambassador Apts.</p>
<p><b><u>Box 16DR</u></b> Sharp Leadenhall I Strathdale Manor Edmondale Lafayette Square Mallard Ridge Homecrest III Hanover Square Country Hill Abate, Samuel J.</p>	<p><b><u>Box 17DR</u></b> Babylon Building School House Apts./B&amp;C Partnership Oaks II 115 N. Potomac Street Cambridge Elderly Moderate Rehab Myers Building Apts. Accident School Robert Long House History House Annie Taylor House Orchard Street Church</p>	<p><b><u>Box 17DR cont'd</u></b> Historic Oella Tatry I Tatry II John Wesley Church Downtown Balto. Child Care Disabled American Veterans Baywalk Mall Durdin's Drug Store Maugansville Relief Pilot House W. Maurice Swanson, DDS Hotel Gunter Jonestown Day Care (Jones Hair Processing Center)</p>

# Listing of Files Archived in the Cage - Page

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As of: September 9, 1997

<p><b><u>Box 18DR</u></b>          Bay Ridge          Town Centre Apartments/Bealls          Grant          Village Home Apartments          Oak Leaf Villas          Fairgrounds Apartments          Eastdale Apartments</p>	<p><b><u>Box 19DR</u></b>          Essex House          Parke Street Partnership          McNasby's Oyster Company          Main Street Renovation -          Port Deposit          Uptown Ventures          Bank Building L.P.          Beall, Joann          BMW Associates          Conway, Rogers, Clark          Evering &amp; Loughlin          Purnell Building          St. Ambrose Housing          Barnett, William          DePaul Street          Fair, Allen J. (Vandiver Inn)          Amber Lanterns          S&amp;W Properties (Sagi &amp;          Wolf)</p>	<p><b><u>Box 20DR</u></b>          Feldman, Jay &amp; Bell, Arthur          Les Mar Ltd. Partnership          Macintosh Brothers          DePaul Village Apts. (Maerk,          Ltd.)          Murray Building          Professional Arts Building          Parker, Parker &amp; Chandler          Ridgeway, F. Stanley          Reigel/Terhane          Quick, James &amp; Janet          Samios, Nicholas A. &amp; Peter G.          &amp; Biemiller, John E. III          Scotland Community          Old Field Inn          Sweet, Donald &amp; Doris          Tigani, P. &amp; Segreti M.          Glenview Gardens          Regent Apartments          W &amp; K Properties          Belle Haven          Carleton, John (Lenmore LP)</p>
<p><b><u>Box 21DR</u></b>          Chesapeake Haven Land Corp.          Holly Place          Pin Oak Apts.          Owen Brown II/Carriage Run          Golden Ring</p>	<p><b><u>Box 22DR</u></b>          Woods Of Marlton II          Vistas At Lake Largo</p>	<p><b><u>Box 23DR</u></b></p>

**RECORDS TRANSMITTAL AND RECEIPT**

5

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Dept. of Housing & Community Development		<b>ACCESSION NO.</b> 99W28	<b>DATE REC'D</b> 7-2-98
<b>B. DIVISION/UNIT</b> Maryland Housing Fund - Finance			<b>RM CODE</b> 06.03.00
<b>C. MAILING ADDRESS</b> 100 Community Place Crownsville, MD 21032		<b>LOCATION</b> <b>RANGE</b> <b>SECTION(S)</b> 5                  6	<b>NO. OF CU. FT.</b> 5
<b>D. PHONE NO.</b> 410-514-7339		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> <i>Deborah L. H.</i>		<b>TO BE COMPLETED AT  STATE RECORDS MANAGEMENT CENTER</b>	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
215 - 219	Sold REO Files FY '94 (See Attached)	Retain for ten (10) Years, then destroy in 2004 July. Sche. 1593 #6  DISPOSAL 7/20/04 JJS	





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

**RECORDS TRANSMITTAL AND RECEIPT**

13

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DHCD		ACCESSION NO. <b>01W344</b>	DATE REC'D <b>10-20-00</b>
B. DIVISION/UNIT CDA FINANCE/SINGLE FAMILY <i>-Janet Smith</i>			RM CODE <b>06.03.02</b>
C. MAILING ADDRESS 100 Community Place Crownsville, MD 21032		LOCATION RANGE SECTION(S) <b>10 5</b>	NO. OF CU. FT. <b>23</b>
D. PHONE NO. 410-514-7421		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Anne P. Konrad <i>AK</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<b>199-10</b> <b>22-1</b>	<p align="center"><u>CDA FINANCE</u></p> <p>All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity.</p> <p align="center"><i>Management Reports</i></p> <p align="center">Inclusive Dates: <b>1993-1999</b></p>	<p>Retain for five (5) years, then destroy.</p> <p>Schedule <u>1208</u></p> <p>Item #3 <i>July</i></p> <p>Destroy Year <u>2004</u></p> <p align="center"><i>Disposal</i></p> <p align="center"><b>7-23-04</b></p>

DEPARTMENT OF GENERAL SERVICES  
 RECORDS MANAGEMENT DIVISION  
 RECORDS RETENTION AND DISPOSAL SCHEDULE

Schedule No.

1208

Page 1 of 1

Agency

DHCD

Division/Unit

CDA Finance/Single Family

Item  
No

Description

Retention

3

CDA FINANCE

All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity.

Retain for five (5) years, then destroy.

Destroy Year 2004

Box #'s 199 to 221

Management Reports

Inclusive Dates: 1993~  
1999

Approved by Department, Agency,  
or Division Representative.

Date \_\_\_\_\_

Signature \_\_\_\_\_

Type Name \_\_\_\_\_

Title \_\_\_\_\_

Schedule Authorized by State  
Archivist.

Date \_\_\_\_\_

Signature \_\_\_\_\_

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. DHCD		<b>ACCESSION NO.</b>	<b>DATE REC'D</b>
<b>B. DIVISION/UNIT</b> CDA FINANCE/SINGLE FAMILY <i>Janet Smith</i>			<b>RM CODE</b>
<b>C. MAILING ADDRESS</b> 100 Community Place Crownsville, MD 21032		<b>LOCATION</b> <b>RANGE SECTION(S)</b>	<b>NO. OF CU. FT.</b>
<b>D. PHONE NO.</b> 410-514-7421		<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Anne P. Konrad <i>pw 6-11-99 Janet Smith</i>		<b>TO BE COMPLETED AT</b> <b>STATE RECORDS MANAGEMENT CENTER</b>	
<b>2. BOX NUMBERS</b>	<b>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</b>	<b>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</b>	
199 to 221	<u>CDA FINANCE</u> All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity.  <i>Management Reports</i>  Inclusive Dates: 1993 ~ 1999	Retain for five (5) years, then destroy.  Schedule <u>1208</u>  Item #3  Destroy Year <u>2004</u>	

R-10  
S-5

(4) speed  
(5-5)

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

10/20  
14

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DHCD		ACCESSION NO. <b>01W351</b>	DATE REC'D <b>10-23-00</b>
B. DIVISION/UNIT CDA FINANCE/SINGLE FAMILY			RM CODE <b>06.03.02</b>
C. MAILING ADDRESS 100 Community Place Crownsville, MD 21032		LOCATION RANGE SECTION(S) <b>46 13-14</b>	NO. OF CU. FT. <b>44</b>
D. PHONE NO. 410-514-7421		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Anne P. Konrad <i>Anne P. Konrad</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <b>222-265</b>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES <u>CDA FINANCE</u> All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity. <i>Cash Backup, Posting Journal</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Retain for five (5) years, then destroy. Schedule <u>1208</u> Item #3 <i>July</i> Destroy Year <u>2004</u> <i>Disposal 7-22-04</i>	
	Inclusive Dates: <b>1-1995 to 6-1999</b>	<b>* MISSING</b> <b>Box # 265</b>	

DEPARTMENT OF GENERAL SERVICES  
 RECORDS MANAGEMENT DIVISION  
 RECORDS RETENTION AND DISPOSAL SCHEDULE

Schedule No.

1208

Page 1 of 1

Agency

DHCD

Division/Unit

CDA Finance/Single Family

Item No	Description	Retention
3	<p style="text-align: center;"><u>CDA FINANCE</u></p> <p>All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity.</p> <p>Box #'s 222 to 265            Cash Backup, Posting Journal</p> <p>Inclusive Dates:            1995 to 1999</p>	<p>Retain for five (5) years, then destroy.</p> <p>Destroy Year <u>2004</u></p>

Approved by Department, Agency, or Division Representative.

Date \_\_\_\_\_

Signature \_\_\_\_\_

Type Name \_\_\_\_\_

Title \_\_\_\_\_

Schedule Authorized by State Archivist.

Date \_\_\_\_\_

Signature \_\_\_\_\_

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. DHCD		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT CDA FINANCE/SINGLE FAMILY			RM CODE
C. MAILING ADDRESS 100 Community Place Crownsville, MD 21032		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-514-7421		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Anne P. Konrad <i>Anne P Konrad</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
222- 265	<p align="center"><u>CDA FINANCE</u></p> <p>All reports, accounts and activity dealing with CDA FINANCE section, including information on projects financed by CDA, amortization schedules, balance sheets, income and expenditure statements, trustee budgets, revenue budgets and status reports on CDA's financing activity.</p> <p align="center"><i>Cash Backup, Posting Journal</i></p> <p align="center">Inclusive Dates: 1-1995 to 6-1999</p>	<p>Retain for five (5) years, then destroy.</p> <p>Schedule <u>1208</u></p> <p>Item #3</p> <p>Destroy Year <u>2004</u></p>



## CDA SINGLE FAMILY BOXED FILES 10-99

BOX NUMBER	ITEMS	DATES INCLUDED
222	CASH BACK UP	1/95 - 2/95
223	CASH BACK UP	3/95 - 4/95
224	CASH BACK UP	4/95
225	CASH BACK UP	7/95
226	CASH BACK UP	7/95 - 8/95
227	CASH BACK UP	9/95 - 10/95
228	CASH BACK UP	10/95
229	CASH BACK UP	11/95 - 12/95
230	CASH BACK UP	01/96 - 02/96
231	CASH BACK UP	3/96 - 04/96
232	CASH BACK UP	04/96
233	CASH BACK UP	05/96 - 06/96
234	CASH BACK UP	07/96 - 08/96
235	CASH BACK UP	09/96 - 10/96
236	CASH BACK UP	11/96 - 12/96
237A	CASH BACK UP	1/97 - 2/97
237	CASH BACK UP	2/97
238	CASH BACK UP	03/97 - 04/97
239	CASH BACK UP	05/97
240	CASH BACK UP	07/97 - 08/97
241	CASH BACK UP	09/97
242	CASH BACK UP	10/97
243	CASH BACK UP	11/97
244	CASH BACK UP	12/97
245	CASH BACK UP	01/98
246	CASH BACK UP	02/98
247	CASH BACK UP	03/98
248	CASH BACK UP	04/98
249	CASH BACK UP	05/98
250	CASH BACK UP	06/98
251	CASH BACK UP	07/98
252	CASH BACK UP	08/98
253	CASH BACK UP	09/98
254	CASH BACK UP	10/98
255	CASH BACK UP	11/98
256	CASH BACK UP	12/98
257	CASH BACK UP	01/99

CDA SINGLE FAMILY BOXED FILES 10-99

258	CASH BACK UP	02/99
259	CASH BACK UP	03/99
260	Posting Journal	11/95 - 05/96
261	Posting Journal	07/96 - 02/97
262	Posting Journal	02/97
263	Posting Journal	12/97 - 10/98
264	Posting Journal	11/98 - 0599
265	Posting Journal	06/99

~~R-27~~  
~~S-8~~

R-46  
S-13-14

6 .Empties

R-46  
S-14

MISSING  
Box 265



SEP-29-2000 13:25

RMD.

410 799 8532 P.02/02

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 State Department of Education		ACCESSION NO. <b>01W448</b>	DATE REC'D <b>11-28-00</b>
B. DIVISION/UNIT PRIM/IT			RM CODE <b>07.14</b>
C. MAILING ADDRESS Maryland State Department of Education Division of Planning, Results and Information Mgmt 200 W. Baltimore Street - 1 <sup>st</sup> floor Baltimore, MD 21201		LOCATION RANGE SECTION(S) <b>132 10-12</b>	NO. OF CU. FT. <b>16</b>
D. PHONE NO. 410-767-6995		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Phil. Marino</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Hard Copy Contingency Plans, Risk Management Documentation	July 30, 2004	
2	SSIS Test Runs	<i>L-73</i> <i>Item #1</i>  <i>Disposal</i> <i>8-11-04</i>	
3	PSCP Conversion 1 of 2		
4	PSCP Conversion 2 of 2		
5	PSCP Conversion 1a of 2a		
6	PSCP Conversion 2a of 2a		
7	Y2K Testing out of Co. Living		
8	GED Y2K Conversion Test Results		
9	MSDE Y2K Documentation		
10	PC audit Materials (click net)		
11	PSCP Pre Conversion A		
12	PSCP Pre Conversion B		
13	MSDE Y2K Documentation  Compliance Sign Off Stop Light Reports B/U Diskettes R Systems Contract Info. Audit Material (TSA and Marconi)		
14	MSDE Y2K Misc.		
15	GED Y2K Conversion 1 of 2		
16	GED Y2K Conversion 2 of 2		



E

**Department of General Services - State Records Management Center**  
**P.O. Box 275, Jessup, MD 20794**  
**(Telephone: 410-799-1379)**  
**Records Transmittal and Receipt**

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. <b>02W859</b>	Date Rec'd <b>4-12-02</b>
B. Division/Unit <b>Administration/Office of Budget and Finance</b>		Location Range Section(s) <b>3 16</b>	RM Code <b>08.07</b>
C. Mailing Address 217 E. Redwood St., Suite 1501 Baltimore, MD 21202		No. Of Cu. FT. <b>20</b>	
C. Phone No. 410-767-2304		Records Center Manager	
D. Agency Official – Sharon Walden For: Bob West		<b>To Be Completed At State Records Management Center</b>	
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
18	FY 2000 Invoice Transmittals 07/16 Thru 07/28/99	2048, Item 1, 8/2003 <i>July 2004</i>	
19	FY 2000 Invoice Transmittals 7/30 thru 08/20/99	2048, Item 1, 8/2003	
20	FY 2000 Invoice Transmittals 8/23 thru 9/25/99	2048, Item 1, 8/2003	
21	FY 2000 Invoice Transmittals 9/16 thru 10/07/99	2048, Item 1, 8/2003	
22	FY 2000 Invoice Transmittals 10/08 thru 1/29/99	2048, Item 1, 8/2003	
23	FY2000 Invoice Transmittals 10/29 thru 11/19/99	2048, Item 1, 8/2003	
24	FY2000 Invoice Transmittals 11/22 thru 12/14/99	2048, Item 1, 8/2003	
25	FY 2000 Expedites – 001-99 thru 113-00 – 07/02/99-03/21/00	2048, Item 1, 8/2003	
26	FY.2000 Expedites – 114-00 thru 059-01- 03/22/00 thru 10/05/00	2048, Item 1, 11/2003	
27	FY 2000 Expedites – 060-01 thru 154-01 – 10/05/00 thru 03/26/01	2048, Item 1, 7/2004	
28	FY 2001 Expedites 155-01 thru 208-01 – 03/27/01-06/28/01	2048, Item 1, 7/2004	
29	FY 2000 Invoice Transmittals 12/15 thru 01/06/00	2048, Item 1, 7/2003	
30	FY2000 Invoice Transmittals 01/07 thru 02/01/00	2048, Item 1, 7/2003	
31	FY 2000 Invoice Transmittals 02/02 thru 02/19/00	2048, Item 1, 7/2003	
32	FY 2000 invoice transmittals 02/22 thru 03/07/00	2048, Item 1, 7/2003	
33	FY 2000 Corporate Credit Cards 08/99 thru 11/99	2048, Item 1, 7/2003	

## Records Transmittal and Receipt

Box Number	Description of Records	Disposal Authority Schedule, Item No. Disposal Date
34	FY 2000 Corporate Credit Cards 12/99 thru 01/01	Schedule 2048, Item 1, 7/2003
35	FY 2000 Invoice Transmittals 03/08 thru 03/24/00	Schedule 2048, Item 1, 7/2003
36	FY 2000 Invoice Transmittals 03/27 thru 04/14/00	Schedule 2048, Item 1, 7/2003
37 ✓	FY 2000 Invoice Transmittal 04/17 thru 05/03/00	Schedule 2048, item 1, 7/2003









**RECORDS TRANSMITTAL AND RECEIPT**

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

**A. AGENCY** Governor's Office for  
Children, Youth, and Families  
**B. DIVISION/UNIT** State Coordinating Council/  
Community Partnership Unit  
**C. MAILING ADDRESS** 301 W. Preston St., 15<sup>th</sup> Fl.  
Baltimore, MD 21201  
**D. PHONE NO.** 410-767-6209  
**E. AGENCY OFFICIAL** Jean E. Clarron, Manager.

ACCESSION NO. <b>02W118</b>		DATE REC'D <b>9-19-01</b>
LOCATION RANGE SECTION(S) <b>67 3</b>		RM CODE <b>09.06</b>
RECORDS CENTER MANAGER		NO. OF CU. FT. <b>3</b>
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
A	1979 JAN-JUNE (A-K) BOX # 37	<i>Sche # 2124</i> <i>Item # 1</i> <b>DISPOSE - JULY 31, 2004</b>  <b>DISPOSAL</b> <b>7/20/04</b> <b>JJS</b>
A	1979 JAN-JUNE (L-S) BOX # 38	
A	1979 JAN-JUNE (T-Z) BOX # 39	

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

**RECORDS TRANSMITTAL AND RECEIPT**

N/F

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY <i>Governor's Office for</i>		ACCESSION NO. <i>03W890</i>	DATE REC'D <i>4-30-03</i>
DIVISION/UNIT <i>Wilden, Youth and Families</i>			RM CODE <i>09.06</i>
MAILING ADDRESS <i>Community Partnership Unit</i>		LOCATION RANGE SECTION(S) <i>145 15</i>	NO. OF CU. FT. <i>1</i>
PHONE NO. <i>(410) 767-6200</i>		RECORDS CENTER MANAGER	
AGENCY OFFICIAL <i>Laura P. Brown</i>		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
<i>Box 9</i>	<i>1978, Feb - Dec (A-H) Children's Records with the above birthdate).</i>	<i>#2124 (Item 1) - Disposal Date Jan 31, 2004  Disposal 8-11-04</i>

**Governor's Office for Children, Youth, & Families  
Archiving System**

**A 1978 FEB-DEC (A-H) BOX # 9**

**DISPOSE - JAN. 31. 2004**

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

**RECORDS TRANSMITTAL AND RECEIPT**

**ACTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

AGENCY <i>Governor's office for</i>		ACCESSION NO.	DATE REC'D
Division/Unit <i>Widened, Youth and Families</i>		<i>03W1891</i>	<i>4-30-03</i>
Community Partnership Unit			RM CODE
MAILING ADDRESS		LOCATION	NO. OF CU. FT.
<i>1 W. Preston Street, 15<sup>th</sup> Floor</i>		RANGE SECTION(S)	
<i>Baltimore, MD 21201</i>		<i>145 15</i>	<i>2</i>
PHONE NO.		RECORDS CENTER MANAGER	
<i>(410) 767-6200</i>			
AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
<i>Laura P. Brown</i>			

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<i>Box 16</i>	<i>Children's Records - Birthdates from: 1979 Jan - June (A-W)</i>	<i># 2124</i>
<i>Box 17</i>	<i>1979 Jan - June (C-R)</i>	<i>(item #1)</i>
	<i>Missing</i>	<i>Disposal date - July 31, 2004</i>
		<i>DISPOSAL</i>
		<i>8/11/04</i>
		<i>LJS</i>

**Governor's Office for Children, Youth, & Families  
Archiving System  
(CONT.)**

**A 1979 JAN-JUNE (A-W) BOX # 16**  
**A 1979 JAN-JUNE (C-R) BOX # 17**

**DISPOSE - JULY 31, 2004**