

23.04.38	DPSCS
Reporting Agency	
Division of Parole & Probation Upper Marlboro	
Division or Unit	

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

Prepare in duplicate

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

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.				
97W1097	Closed Parole & Probation cases	1461	1	1993	15	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

E

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

RECORDS TRANSMITTAL AND RECEIPT

*Revised
4-7-97*

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Department of Public Safety and 1. Correctional Services		ACCESSION NO. 97W1097	DATE REC'D 5-8-97
B. DIVISION/UNIT Supervision Unit for the Division of Parole and Probation			RM CODE 23.04.38
C. MAILING ADDRESS 14735 Main Street, Room 068B Upper Marlboro, MD 20772		LOCATION RANGE SECTION(S) 1 3	NO. OF CU. FT. 15
D. PHONE NO. (301) 952-2634		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John A. Arney <i>[Signature]</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
Box #1	Closed Parole and Probation cases: 1/1/93 through 12/31/93 ABELS, Susan through AVENT, James	#1461 #1
Box #2	Closed Parole and Probation cases: 1/1/93 through 12/31/93 BALL, Eric through BROMMITT-KING, Evelyn	1/04
Box #3	Closed Parole and Probation cases: 1/1/93 through 12/31/93 BROWN, Andrew through COHEN, Jane	
Box #4	Closed Parole and Probation cases: 1/1/93 through 12/31/93 COLBERT, Eugene through DEVILLE, Oscar	
Box #5	Closed Parole and Probation cases: 1/1/93 through 12/31/93 DEWS, Bernard through FRANKLIN, Tyrone	<i>DISPOSAL</i>
Box #6	Closed Parole and Probation cases: 1/1/93 through 12/31/93 FRASER, Anita through GUTRICK, Don	8/11/04
Box #7	Closed Parole and Probation cases: 1/1/93 through 12/31/93 HADCOX, Ann through HOLMES, Dwayne	
Box #8	Closed Parole and Probation cases: 1/1/93 through 12/31/93 HOLMES, Joseph through JORDAN, Garland	<i>[Signature]</i>
Box #9	Closed Parole and Probation cases: 1/1/93 through 12/31/93 JOSEY, Wayne through MARRA, John	
Box #10	Closed Parole and Probation cases: 1/1/93 through 12/31/93 MARRIOTT, Jerome through OTTS, James	

RECORDS TRANSMITTAL AND RECEIPT (Continued)

Box #11 Closed Parole and Probation cases: 1/1/93 through 12/31/93
 PACE, Edward through PROCTOR, Shawn

Box #12 Closed Parole and Probation cases: 1/1/93 through 12/31/93
 QUARLES, Zena through SHIELDS, Willie

Box #13 Closed Parole and Probation cases: 1/1/93 through 12/31/93
 SHORTER, Kalonji through SWIDERSKI, Daniel

Box #14 Closed Parole and Probation cases: 1/1/93 through 12/31/93
 TALBERT, Mark through WARBURTON, David

Box #15 Closed Parole and Probation cases: 1/1/93 through 12/31/93
 WARE, Charles through ZIMMERMAN, Robert

23.05.11.01 DPSCS	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
Roxbury Correctional Institution Finance Office		
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.				
90W1040	Inmate Account Ledgers	1406-10	5 C	FY 1994	4	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

E

RECORDS TRANSMITTAL

AND RECEIPT

23.05.11.01

Complete at State Records Center

Accession No.

Date Received

90W1040

3-9-90

Signature

Title

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

Roxbury Correction Institution
18701 Roxbury Road
Hagerstown, Maryland 21740

2. Building and Room

Finance Office

3. Phone

Marcom
301-797-2250

4. To: State Records Center 799-1379

P.O. Box 275
7275 Waterloo Road (Rt 175)
Jessup, Maryland 20795-025

5. Signature: (Agency Official)

Edna [Signature]
State Official

6. No. of Cu.Ft.

4.18

7. Records Location (Center)	8. Box Numbers	Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
RCI 350214 R-102 S-10	1	INMATE ACCOUNT LEDGERS F/Y 1984 Timothy Abney 139809 to Stephen Dyke 157846	can dispose in ^{7/} 2004 Schedule 1138 III A
	2	INMATE ACCOUNT LEDGERS F/Y 1984 Steven Earle 169936 to Dale Junior 163586	1406-10
	3	INMATE ACCOUNT LEDGERS F/Y 1984 Lepoe Kabaka-Bey 160842 to Kevin Ryles 161750	#5C
	4	INMATE ACCOUNT LEDGERS F/Y 1984 Ghois Sabree 168101 to Anthony Zeiler 164929	DISPOSAL 8/10/04 LJS
TOTAL 4 boxes			

(Use Plain Unlined Paper For Continuation Pages)

24.01	MAIF	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Maryland Automobile Insurance Fund			
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.				
95W338	Insurance Accounting Records	1978-A1	23	1/1994 - 3/1994	3	7/2004	RECYCLE
95W339	Insurance Accounting Records	1978-A1	23	4/1994 - 5/1994	2	7/2004	RECYCLE
95W597	Insurance Accounting Records	1978-A1	23	6/1994	1	7/2004	RECYCLE
95W664	Negotiable Instrument "Copies"	1978-A1	22	3/1994 - 4/1994	7	7/2004	RECYCLE
96W201	Misc. Accounting Records	1978-A1	30	1993	5	7/2004	RECYCLE
96W202	Misc. Accounting Records	1978-A1	30	10/1993 - 7/1994	2	7/2004	RECYCLE
96W634	Claim Minor Files "Bodily Injury"	1978-A1	8	3/1981 - 5/1983	3	7/2004	RECYCLE
96W1377	General Accounting Records	1978-A1	18	1/1994 - 6/1994	14	7/2004	RECYCLE
96W1378	Misc. Accounting Records	1978-A1	30	1/1994 - 5/1994	7	7/2004	RECYCLE
96W1719	Miscellaneous Claim Files	1978-A1	9	9/1991 - 6/1994	1	7/2004	RECYCLE
97W1216	Misc. Accounting Records	1978-A1	30	5/1994 - 8/1994	7	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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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 799-1379)
RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 95W338	DATE REC'D 9-8-94
DIVISION/UNIT WATSON - FISCAL		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 128 13	NO. OF CU. FT. 3
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3 BOXES	INSURANCE ACCOUNTING RECORDS PRODUCER/COMMISSION STATEMENT JANUARY - MARCH 1994	1978 A1 - 23 1-226 - 6 JULY 2004 <i>Disposal</i> <i>8-11-04</i>

REPORT: CONTRANS
TRANSDATE: 07/06/94

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 07/01/2004

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	INSURANCE ACCOUNTING RECORDS	6	3	OF 03	

CONSOLIDATED TOTAL : 3 OF 03

REPORT: TRANSMIT
RUN DATE: 07/06/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 03	000383	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	08738 PRODUCER/COMMISSION STATEMENT 01/94	FISCAL			
02 OF 03	000384	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	08739 PRODUCER/COMMISSION STATEMENT 02/94	FISCAL			
03 OF 03	000385	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	08740 PRODUCER/COMMISSION STATEMENT 03/94	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 3 OF 03 BOXES

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON

(Print Name)

Rusty Watson

Signature

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

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
382	Insurance Accounting Records Producers Statements and Commission Statements 12/93	6			7/2004
383	Insurance Accounting Records Producers Statements and Commission Statements 1/94	6			7/2004
384	Insurance Accounting Records Commission Statements and Producers Statements 2/94	6			7/2004
385	Insurance Accounting Records Producers Statements and Commission Statements 3/94	6			7/2004

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

MAIF- 77002 Revised 10-90

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

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 95W339	DATE REC'D 9-8-94
DIVISION/UNIT WATSON - FISCAL			RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230		LOCATION RANGE SECTION(S) 128 13	NO. OF CU. FT. 2
PHONE NO. 301 - 269 - 8558		RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
2 BOXES	INSURANCE ACCOUNTING RECORDS PRODUCER/COMMISSION STATEMENT APRIL - MAY 1994	1226-6 JULY 2004 1978 A1 - 23 <i>Disposal</i> 8-11-04

REPORT: CONTRANS
TRANSDATE:08/10/94

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 07/01/2004

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	INSURANCE ACCOUNTING RECORDS	6	2	OF 02	

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 08/10/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 02	<i>389</i> 000382	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	08746 PRODUCER/COMMISSION STATEMENT 04/94	FISCAL			
02 OF 02	<i>396</i> 000382	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	08747 PRODUCER/COMMISSION STATEMENT 05/94	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Van
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
389	Insurance Accounting Records ✓ Producer Statements and Commission Statements 4/94	6		<i>Will</i>	7/2004
396	Insurance Accounting Records ✓ Producer Statements and Commission Statements 5/94	6		<i>Will</i>	7/2004

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

R-128
S-13

5 Emptyies

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

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 95W597	DATE REC'D 11-7-94
DIVISION/UNIT WATSON - ACCOUNTING		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 141 25	NO. OF CU. FT. 1
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 BOX	INSURANCE ACCOUNTING RECORDS PRODUCER/COMMISSION STATEMENT 06/94	1978 A1 - 23 ITEM 6 - 1226 JULY 2004 Disposal 8-11-04

REPORT: CONTRANS
TRANSDATE: 10/03/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226 . SCHEDULED DESTRUCTION DATE: 07/01/2004

PAGE NUMBER: 1

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

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

CONSOLIDATED TOTAL : 1 OF 01

REPORT: TRANSMIT
RUN DATE: 10/03/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 01	000397 ✓	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
	RECORD #:	09229 PRODUCER/COMMISSION STATEMENT 06/94	FISCAL			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 1 OF 01 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PROPERTY ADMINISTRATOR

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

94 SEP 30 PM 1:56

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
Signature

10/3/94

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
397 ✓	Insurance Accounting Records Producer Statements and Commission Statements 6/94	6		### 9229	7/2004

PROPERTY ADMINISTRATOR
94 SEP 30 PM 1:57

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

11/18/94

E

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

INSTRUCTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 95W664	DATE REC'D 11-28-94
DIVISION/UNIT RUSTY WATSON / FISCAL		RM CODE 24.01
MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401 - 4230	LOCATION RANGE SECTION(S) 119 14	NO. OF CU. FT. 7
PHONE NO. 301 - 269 - 8558	RECORDS CENTER MANAGER	
AGENCY OFFICIAL C J Mumme RECORDS/PROPERTY ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
07 BOXES	NEGOTIABLE INSTRUMENT "COPIES" MARCH - APRIL 1994	<p>1978 A1 - 22</p> <p>1226 ITEM 11 (a)</p> <p>JULY 2004 2019</p> <p><i>DISPOSAL</i></p> <p><i>8/10/04</i></p> <p><i>LES</i></p>

REPORT: CONTRANS
TRANSDATE: 11/18/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	PREMIUM REFUND CHECK " COPIES "	11 (a)	7	OF 07	

CONSOLIDATED TOTAL : 7 OF 07

REPORT: TRANSMIT
RUN DATE: 11/18/94

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 07	000405	CHECK COPIES 03/94 RECORD #: 09276	WATSON FISCAL	11 (a)	1226	WAIT TRANS
02 OF 07	000406	CHECK COPIES 03/94 RECORD #: 09277	WATSON FISCAL	11 (a)	1226	WAIT TRANS
03 OF 07	000407	CHECK COPIES 03/94 RECORD #: 09278	WATSON FISCAL	11 (a)	1226	WAIT TRANS
04 OF 07	000407	CHECK COPIES 03/94 RECORD #: 09279	WATSON FISCAL	11 (a)	1226	WAIT TRANS
05 OF 07	000411	CHECK COPIES 04/94 RECORD #: 09280	WATSON FISCAL	11 (a)	1226	WAIT TRANS
06 OF 07	000412	CHECK COPIES 04/94 RECORD #: 09281	WATSON FISCAL	11 (a)	1226	WAIT TRANS
07 OF 07	000413	CHECK COPIES 04/94 RECORD #: 09282	WATSON FISCAL	11 (a)	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 7 OF 07 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL

RESPONSIBLE INDIVIDUAL: RUSTY WATSON

(Print Name)

Rusty Watson
Signature

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

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
405	Negotiable Instrument "Copies" Premium Refund Check "Copies" 3/94	11(a)	9276		7/2004
406	Negotiable Instrument "Copies" Premium Refund Check "Copies" 3/94	11(a)	9277		7/2004
407	Negotiable Instrument "Copies" Premium Refund check "Copies" 3/94	11(a)	9278		7/2004
408	Negotiable Instrument "Copies" Premium Refund Check "Copies" 3/94	11(a)	9279		7/2004

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

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

DEPARTMENT: FISCAL

RETENTION SCHEDULE: 1226

RESPONSIBLE INDIVIDUAL: RUSTY WATSON
(Print Name)

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

Rusty Watson
Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
411	Negotiable Instrument "Copies" Premium Refund Check "Copies" 4/94	11(a)	9280		7/2004
412	Negotiable Instrument "Copies" Premium Refund Check "Copies" 4/94	11(a)	9281		7/2004
413	Negotiable Instrument "Copies" Premium Refund Check "Copies" 4/94	11(a)	9282		7/2004

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

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W201	DATE REC'D 9-11-95
B. DIVISION/UNIT BARBARA SMITH - FISCAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 118 20	NO. OF CU. FT. 5
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ms. CJ Mumme Records/Property Administrator		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
5 BOXES	MISC ACCOUNTING RECORDS 1993	1978 A1 - 30 #1226 - Item #12 JULY 2004 <i>Disposal</i> <i>8/10/04</i> <i>LJS</i>

REPORT: CONTRANS
TRANSDATE:06/30/95

MARYLAND AUTOMOBILE INSURANCE FUND

PAGE NUMBER: 1

RETENTION SCHEDULE: 1226

SCHEDULED DESTRUCTION DATE: 07/01/2004

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
FISCAL	MISCELLANEOUS ACCOUNTING RECORDS	12	5	OF 05	

CONSOLIDATED TOTAL : 5 OF 05

REPORT: TRANSMIT
RUN DATE: 06/30/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 05	000386	MISC ACCTING RECORDS RECORD #: 08041 DAILY WORK - JUL - AUG 1993	SMITH FISCAL	12	1226	WAIT TRANS
02 OF 05	000387	MISC ACCTING RECORDS RECORD #: 08042 DAILY WORK - SEP - OCT 1993	SMITH FISCAL	12	1226	WAIT TRANS
03 OF 05	000388	MISC ACCTING RECORDS RECORD #: 08043 DAILY WORK - OCT - NOV 1993	SMITH FISCAL	12	1226	WAIT TRANS
04 OF 05	000393	MISC ACCTING RECORDS RECORD #: 08044 WIRE TRANSFERS JUL - DEC 1993	SMITH FISCAL	12	1226	WAIT TRANS
05 OF 05	000395	MISC ACCTING RECORDS RECORD #: 08045 INS 6161 & P6056 JUL - DEC 1993	SMITH FISCAL	12	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 5 OF 05 BOXES

OFFSITE STORAGE SHIPMENT or TRANSMITTAL REQUEST FORM

Please check appropriate box

SHIP TO MADISON STREET

PREPARE REQUIRED TRANSMITTAL FORM FOR:

STATE RECORDS CENTER or ARCHIVES

RETENTION SCHEDULE: 1226

DEPARTMENT: FISCAL DEPT

RESPONSIBLE INDIVIDUAL: BANBANA SMITH
(Print Name)

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

Signature

BOX NUMBER	CONTENTS	*ITEM	RECEIPTS PRINT NAME	CONFIRMATION SIGNATURE	DESTRUCTION DATE MUST BE AS STIPULATED ON RETENTION SCHEDULE
386	MISC ACCT RECORDS DAILY WORK - JUL-AUG 93	12	1085	8041	7-1-2004
387	MISC ACCT RECORDS DAILY WORK SEP-OCT 93	12	2085	8042	7-1-2004
388	MISC ACCT RECORDS DAILY WORK OCT-NOV 93	12	3085	8043	7-1-2004
393	MISC ACCT RECORDS WIRE TRANSFERS JUL-DEC 93	12	4085	8044	7-1-2004
395	MISC ACCT RECORDS INS 6161 & P 6056 JUL-DEC 93	12	5085	8045	7-1-2004

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

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W202	DATE REC'D 9-11-95
B. DIVISION/UNIT SHARON BEANE - REPORT CENTER			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 118 19	NO. OF CU. FT. 2
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
02 BOXES	MISCELLANEOUS ACCOUNTING RECORDS 10/93 TO 07/94	1978 A1 - 30 1226 - ITEM 12 JULY 2004 <i>DISPOSAL</i> <i>8/10/04</i> <i>LJB</i>

REPORT: CONTRANS
TRANSDATE:08/01/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

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

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

CONSOLIDATED TOTAL : 2 OF 02

REPORT: TRANSMIT
RUN DATE: 08/01/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 02	000270	DAILY COUNT WORKSHEETS RECORD #: 08060 10/23/93 TO 03/11/94	BEANE REPORT CENTER	12	1226	WAIT TRANS
02 OF 02	000271	DAILY COUNT WORKSHEETS RECORD #: 08061 03/12/94 TO 07/15/94	BEANE REPORT CENTER	12	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 2 OF 02 BOXES

E

09/16/95

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W634	DATE REC'D 11-27-95
B. DIVISION/UNIT ALMA GENE ADAMS - CLAIMS MAIL & FILE			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		LOCATION RANGE SECTION(S) 116 12	NO. OF CU. FT. 3
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
03 BOXES	CLAIM MINOR FILES "BODILY INJURY"	<p>1978 A1 - 8 1226 - ITEM 21 JULY 2004 *Missing Box #1 DISPOAC 8/10/04 LJS</p>

REPORT: CONTRANS
TRANSDATE:09/16/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

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

DEPARTMENT	TITLE	ITEM NUMBER	VOLUME BOXES	TOTAL BOXES	SPECIAL INSTRUCTIONS
CLAIMS MINOR FILES	CLAIM FILES - MINOR - BODILY INJURY	21	003	OF 03	

CONSOLIDATED TOTAL : 003 OF 03

REPORT: TRANSMIT
RUN DATE: 09/16/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2004

REQUESTING AUTHORIZATION TO TRANSMIT RECORDS TO AN OFFSITE STORAGE FACILITY

TRANSMITTAL BOX NUMBERS	MAIF BOX #	DESCRIPTION OF CONTENTS IN BOX	RESPONSIBLE INDIVIDUAL	APPLICABLE ITEM #	RETENTION SCHEDULE	STATUS OF TRANSMITTAL
01 OF 03	A 001692	CLAIM MINOR FILES	ADAMS	21	1226	WAIT TRANS
	RECORD #: 02455		CLAIMS MINOR FILES			
02 OF 03	A 005305	CLAIM MINOR FILES DOB 03/15/81	ADAMS	21	1226	WAIT TRANS
	RECORD #: 04850		CLAIMS MINOR FILES			
03 OF 03	B 001070	CLAIM MINOR FILES DOB 05/29/83	ADAMS	21	1226	WAIT TRANS
	RECORD #: 06849		CLAIMS MINOR FILES			

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 003 OF 03 BOXES

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 96W1377	DATE REC'D 4-23-96
B. DIVISION/UNIT WOOD - FISCAL		RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE SECTION(S) 121 20	NO. OF CU. FT. 14
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
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14 Boxes

GENERAL ACCOUNTING RECORDS

1978 A1 - 18
~~1226~~ - ITEM 1

07/01/04

DISPOSAL
 8/10/04
 [Signature]

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Schedule Destruction Date: 07/01/04

***** Transmittal for Transfer to OffSite Storage *****
Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	GENERAL ACCOUNTING RECORDS	1	14 OF 14		WAIT TRANS
Consolidated Total: 14			OF 14		

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 07/01/04

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01 OF 14 Record #:	315 9098	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 1/94 TO 2/94	WOOD FISCAL	1	1226	WAIT TRANS
02 OF 14 Record #:	316 9099	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 5/94 TO 6/94	WOOD FISCAL	1	1226	WAIT TRANS
03 OF 14 Record #:	317 9100	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 7/94	WOOD FISCAL	1	1226	WAIT TRANS
04 OF 14 Record #:	321 9101	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 1/94 TO 6/94	WOOD FISCAL	1	1226	WAIT TRANS
05 OF 14 Record #:	326 9102	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 1/94 TO 3/94	WOOD FISCAL	1	1226	WAIT TRANS
06 OF 14 Record #:	327 9103	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 4/94 TO 6/94	WOOD FISCAL	1	1226	WAIT TRANS
07 OF 14 Record #:	328 9104	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 6/94	WOOD FISCAL	1	1226	WAIT TRANS
08 OF 14 Record #:	337 9105	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 1/94 TO 2/94	WOOD FISCAL	1	1226	WAIT TRANS
09 OF 14 Record #:	338 9106	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 1/94 TO 2/94	WOOD FISCAL	1	1226	WAIT TRANS

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 07/01/04

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
10 OF 14 Record #:	339 9107	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 3/94	WOOD FISCAL	1	1226	WAIT TRANS
11 OF 14 Record #:	340 9108	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 3/94	WOOD FISCAL	1	1226	WAIT TRANS
12 OF 14 Record #:	341 9109	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 4/94	WOOD FISCAL	1	1226	WAIT TRANS
13 OF 14 Record #:	342 9110	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 5/94	WOOD FISCAL	1	1226	WAIT TRANS
14 OF 14 Record #:	343 9111	GENERAL ACCOUNTING RECORDS PRE-INSPECTIONS PAID 5/94 TO 6/94	WOOD FISCAL	1	1226	WAIT TRANS

Consolidated Total of Detail Transmittal Report: 14 OF 14 Boxes

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W1378	DATE REC'D 4-23-96
B. DIVISION/UNIT KRAUSE - FISCAL / CASH CODING			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 121	LOCATION 20
D. PHONE NO. 410 - 269 - 8558		SECTION(S) 7	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		NO. OF CU. FT. 7	
		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	

7 Boxes

MISCELLANEOUS ACCOUNTING RECORDS

~~1226~~ ITEM 12

07/01/04

1978 A1 - 30

7/04

DISPOSAL

8/10/04

LJS

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/04

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL / CASH CODING	MISCELLANEOUS ACCOUNTING RECORDS	12	7 OF 07		WAIT TRANS
Consolidated Total: 07			OF 07		

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 07/01/04

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01	OF 07	507 LOCK BOX CHECKS JAN 94 - FEB 94	KRAUSE	12	1226	WAIT TRANS
	Record #:	9433	FISCAL / CASH CODING			
02	OF 07	508 LOCK BOX CHECKS FEB 94	KRAUSE	12	1226	WAIT TRANS
	Record #:	9434	FISCAL / CASH CODING			
03	OF 07	509 LOCK BOX CHECKS FEB 94 - MAR 94	KRAUSE	12	1226	WAIT TRANS
	Record #:	9435	FISCAL / CASH CODING			
04	OF 07	510 LOCK BOX CHECKS MAR 1994	KRAUSE	12	1226	WAIT TRANS
	Record #:	9436	FISCAL / CASH CODING			
05	OF 07	511 LOCK BOX CHECKS MAR 94 - APR 94	KRAUSE	12	1226	WAIT TRANS
	Record #:	9437	FISCAL / CASH CODING			
06	OF 07	512 LOCK BOX CHECKS APRIL 1994	KRAUSE	12	1226	WAIT TRANS
	Record #:	9438	FISCAL / CASH CODING			
07	OF 07	513 LOCK BOX CHECKS APR 94 - MAY 94	KRAUSE	12	1226	WAIT TRANS
	Record #:	9439	FISCAL / CASH CODING			

Consolidated Total of Detail Transmittal Report: 07 OF 07 Boxes

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

4-3-96
7/2004

*** Item Number** from the Retention Schedule **must** be listed!
 Scheduled Destruct Date **must** be timeframe stipulated in Retention Schedule

(Please Select appropriate box for storage delivery)

Madison Street State Records-Jessup State Archives-Annapolis

Responsible Individual (Print Name): ROSE KRAUSE Department: CASH CODING

MAIF BOX #	Description / Contents of Box (Inclusive of oldest date in box)	* Item Number	DGS BOX #	Record Number	<input checked="" type="checkbox"/> Scheduled Destruct Date	<input checked="" type="checkbox"/> Confirm Receipt	Initial/
① 507	Maple- West Street Lock 124/125 1/94 - 2/94	12	1 of 7	9433	7/2004		7/2004
② 508	" 2/94 - 2/94	12	2 of 7	9434	7/2004		
③ 509	" 2/94 - 2/94	12	3 of 7	9435	7/2004		
④ 510	" 3/94 - 3/94	12	4 of 7	9436	7/2004		
⑤ 511	" 3/94 - 4/94	12	5 of 7	9437	7/2004		
⑥ 512	" 4/94 - 4/94	12	6 of 7	9438	7/2004		
⑦ 513	" 4/94 - 5/94	12	7 of 7	9439	7/2004		
⑧							
⑨							
⑩							

Records Admin (White), Shipping Dept (Yellow), Storage Site (Pink)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 96W1719	DATE REC'D 6-25-96
B. DIVISION/UNIT BEANE - REPORT CENTER		RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE SECTION(S) 122 22	NO. OF CU. FT. 1
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS 01 Box	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES MISCELLANEOUS CLAIM FILES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE 1226 - ITEM 22 07/01/04
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1978 A1 - 9
 7/2004

DISPOSAL
 8/10/04
 LJS

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/04

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
REPORT CENTER	MISCELLANEOUS CLAIM FILES	22	1 OF 01	01	WAIT TRANS
Consolidated Total: 01		OF 01			

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 07/01/04

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01	OF 01	275 MISCELLANEOUS CLAIMS FILES	BEANE	22	1226	WAIT TRANS
	Record #:	9593 NO COVERAGE LETTERS 09/91-06/94	REPORT CENTER			
Consolidated Total of Detail Transmittal Report:		01 OF	01 Boxes			

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

* Item Number from the Retention Schedule must be listed!
 Scheduled Destruct Date must be timeframe stipulated in Retention Schedule

(Please Select appropriate box for storage delivery)

Madison Street State Records-Jessup State Archives-Annapolis

Responsible Individual (Print Name): Sharon BEANE Department: Loss Reports (Call Center)

	MAIF BOX #	Description / Contents of Box (Inclusive of oldest date in box)	* Item Number	DGS BOX #	Record Number	<input checked="" type="checkbox"/> Scheduled Destruct Date	<input type="checkbox"/> Confirm Receipt	Initial/
①	275	No Coverage letters (9/94 - 6/94)	22	1081	9593	7/2004		
②								
③								
④								
⑤								
⑥								
⑦								
⑧								
⑨								
⑩								

Records Admin (White), Shipping Dept (Yellow), Storage Site (Pink)

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 97W1216		DATE REC'D 5-28-97
B. DIVISION/UNIT WATSON - FISCAL				RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 124	LOCATION SECTION(S) 5	NO. OF CU. FT. 7
D. PHONE NO. 410 - 269 - 8558		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		

07 Boxes

MISCELLANEOUS ACCOUNTING RECORDS

~~4226 - ITEM 12~~

07/01/04

1978 A) - 30

7/04

DISPOSAL
8/10/04
LB

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/04

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	MISCELLANEOUS ACCOUNTING RECORDS	12	7 OF 07		WAIT TRANS

Consolidated Total: 07 OF 07

Maryland Automobile Insurance Fund

Retention Schedule: 1226 Scheduled Destruction Date: 07/01/04

Requesting Authorization to Transmit records to an OffSite Storage Facility

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Applicable Item #	Retention Schedule	Status of Transmittal
01 OF 07 Record #:	566 10423	MISC ACCOUNT RECORDS 5/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
02 OF 07 Record #:	567 10424	MISC ACCOUNT RECORDS 5/94 - 6/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
03 OF 07 Record #:	568 10425	MISC ACCOUNT RECORDS 6/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
04 OF 07 Record #:	569 10426	MISC ACCOUNT RECORDS 6/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
05 OF 07 Record #:	570 10427	MISC ACCOUNT RECORDS 6/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
06 OF 07 Record #:	571 10428	MISC ACCOUNT RECORDS 7/94 - 8/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS
07 OF 07 Record #:	572 10429	MISC ACCOUNT RECORDS 8/94 CORRESPONDANCE & WORKPAPERS	WATSON FISCAL	12	1226	WAIT TRANS

Consolidated Total of Detail Transmittal Report: 07 OF 07 Boxes

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

10-19
7 Boxes

*** Item Number from the Retention Schedule must be listed!**
 Scheduled Destruct Date must be timeframe stipulated in Retention Schedule

(Please Select appropriate box for storage delivery)

Madison Street State Records-Jessup State Archives-Annapolis

Responsible Individual (Print Name): RUSTY WATSON Department: FISCAL

MAIF BOX #	Description / Contents of Box (Inclusive of oldest date in box)	* Item Number	DGS BOX #	Record Number	<input checked="" type="checkbox"/> Scheduled Destruct Date	<input type="checkbox"/> Confirm Receipt	Initial/
①	566 ✓ Miscellaneous accounting records Correspondence files/workpapers 5/94	12	1087	10423	7/2004		
②	567 ✓ " " " 5/94 6/94		2087	10424	7/2004		
③	568 ✓ " " " 6/94		3087	10425	7/2004		
④	569 ✓ " " " 6/94		4087	10426	7/2004		
⑤	570 ✓ " " " 6/94		5087	10427	7/2004		
⑥	571 ✓ " " " 7/94 8/94		6087	10428	7/2004		
⑦	572 ✓ " " " 8/94		7087	10429	7/2004		
⑧							
⑨							
⑩							

Records Admin (White), Shipping Dept (Yellow), Storage Site (Pink)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

P181

A. AGENCY 1. Maryland State Retirement Agency		ACCESSION NO. 00W762	DATE REC'D 12-20-99 FM CODE 25.01
E. DIVISION/UNIT		LOCATION RANGE SECTION(S) 27 23	NO. OF CO. FT. 8
C. MAILING ADDRESS STATE RETIREMENT AGENCY 120 EAST BALTIMORE STREET BALTIMORE, MARYLAND 21202-1600		D. PHONE NO. 410 625 5555 1 800 492 5909	
E. AGENCY OFFICIAL George Sakkal, Director Office Services		TO 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	Inv. Acct Term. MGRS, M409, M415, M428, M429, M433 7/97-2/98	Sche # 1824 7/2004
2	" " Fin. Control Sys. Rpts. JAN. 99 - FEB. 99	Item # 4-C 2004
3	" " TRADES PURCH. SALES Rpt M402, 404, 407, 410	2004
A	" " " " " " M431 EXT. MGRS.	2004
5	" " M431 - 5/99-6/99, M434-7/98-6/99, M436-7/98-6/99	2004
6	" " TRADES PURCH. SALES M411 - 413 - 414	2004
7	" " M435 EXT. MGRS	2004
8	" " TRADES PURCH. SALES M415-9/98 M416-M417-430	2004
	—	Disposal
		7-26-04

E

RECORDS TRANSMITTAL AND RECEIPT

2006
1 of 1

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE RETIREMENT AGENCY		ACCESSION NO. 02W268	DATE REC'D 11-1-01
B. DIVISION/UNIT MEMBER RELATIONS-DISABILITY			RM CODE 25.01
C. MAILING ADDRESS 120 EAST BALTIMORE ST. RM 1533 BALTIMORE, MD. 21202		LOCATION RANGE SECTION(S) 13 21	NO. OF CU. FT. 13
D. PHONE NO. 410 625 5560		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy Sykes GEORGE SAKAL		TO 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
		ALL EQD. 1824
		ITEM 8.A.
		07/06
1	DISABILITY - 212-60-9296 TO 233-64-8507	.. 7/04
2	.. - 217-62-1611 TO 230-46-9867
3	.. - 212-40-5849 TO 579-66-2251
4	.. - 168-32-1586 TO 248-42-1775
5	.. - 033-46-0732 TO 219-40-8108
6	.. - 212-86-4311 TO 220-36-4522
7	.. - 086-32-9625 TO 518-98-5388
8	.. - 091-36-1256 TO 577-64-7762
9	.. - 080-42-7222 TO 579-40-5588
10	.. - 047-52-4615 TO 579-26-8485
11	.. - 001-44-2055 TO 217-58-7135
12	.. - 040-54-1574 TO 579-54-5207
13	.. - 217-34-1117 TO 219-42-1329
		Disposal
		7-26-04

RECORDS TRANSMITTAL AND RECEIPT

1 OF 1

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MD. State Retirement Agency		ACCESSION NO. 03W268	DATE REC'D 11-13-02
B. DIVISION/UNIT Member Relations Disability			RM CODE 25.01
C. MAILING ADDRESS 120 East Baltimore Street Rm. # 1532 Baltimore, MD. 21202		LOCATION RANGE SECTION(S) 54 2	NO. OF CU. FT. 26
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
	Disability	Disposal 7-26-04
		Sched. # 1824
		Item # 7, 8, 4.
1	141-42-6055 to 577-48-1342	11/06 July 07
2	142-34-6419 to 345-30-8904	8/06
3	050-52-0708 to 578-54-8547	12/04
4	026-34-4177 to 578-56-4683	12/06
5	214-56-7371 to 578-60-6005	12/06
6	037-42-7895 to 579-58-1681	08/06
7	164-42-2555 to 579-96-7970	03/07
8	214-52-1440 to 579-46-2713	02/07
9	029-54-9249 to 578-66-1384	02/07
10	049-30-4944 to 220-52-7040	02/07
11	005-34-2378 to 429-76-8448	01/07
12	017-32-3798 to 577-86-1671	1/07
13	217-34-9525 to 578-54-1033	1/07
14	190-32-7500 to 579-50-8705	2/07
15	029-34-5109 to 216-66-1850	1/07
16	061-38-3646 to 597-42-7979	7/06
17	212-88-6497 to 569-56-8156	8/06
18	213-40-4636 to 577-56-4647	3/07
19	169-40-9245 to 383-32-0218	7/06
20	074-36-8214 to 579-78-6291	5/07
21	080-46-7204 to 579-58-5603	4/07
22	145-46-5966 to 374-46-4086	4/07
23	148-38-6689 to 579-56-8491	5/07
24	035-34-3873 to 579-52-7605	4/07
25	011-38-6877 to 585-05-9920	7/07
26	057-44-2204 to 236-17-6295	5/07

R-54

S-2

2-Entry JACAT
S-2

RECORDS TRANSMITTAL AND RECEIPT

1 OF 1

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MD. State Retirement		ACCESSION NO. 03W270	DATE REC'D 11-13-02
B. DIVISION/UNIT Benefits		LOCATION RANGE SECTION(S) 39 10	RM CODE 25.01
C. MAILING ADDRESS 120 East Baltimore St. Rm # 1532 Baltimore, MD. 21202		NO. OF CU. FT. 11	RECORDS CENTER MANAGER
D. PHONE NO. 410 625-5575		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
E. AGENCY OFFICIAL Judy Sykes			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	Benefits	Sched # 1824 Item # 3
1	1/99 to 7/01 TAX WK 900 List. Mic.	7/04
2	9/99 to 12/01 Tax Ref Estimates	12/03
3	9/00 to 7/01 Regular Refund	9/03
4	9/00 to 8/31 Reg	8/03
5	10/00 to 10/31/00 Reg. Refunds	10/03
6	11/00 to 11/31/00 Regular Refunds	11/03
7	12/00 to 1/01 Regular Refunds	1/04
8	2/01 to 2/01 Regular Refunds	2/04
9	3/01 to 3/01 Regular Refunds	3/04
10	4/01 to 7/00 Regular Refunds	4/04
11	5/01 to 5/01 Regular Refunds	5/04
		July 2004
		Disposal
		7-26-04

R-39

S-10

3-ENTRY SPACER

S-10

REFERENCE REQUEST

Directions: 1. Please print or type. 2. Send all copies of form. 3. Use a separate form for each request.

1. RECORDS REQUESTED				
JAN 15 2003				
a. Case Name or Title				
b. Case Number	c. Date or Year			
d. Other Information				
Whole Box # 9				
2. LOCATION OF RECORDS				
a. Accession or Lot No.	b. Box No.	c. Records Center Location		
03W270	9	Range(s) 39 Section(s) 10		
3. REQUESTOR				
a. Name and Address of Requesting Agency	b. Name			
MD. State Retirement Agency	Roxanne Daniels			
c. Telephone No.	d. E-mail Address	e. Date of Request		
		1-15-03		
3	2	5	5	4
FINANCIAL AGENCY	FY	INDEX	PCA	AOBJ
FOR RECORDS CENTER USE ONLY				
<input type="checkbox"/> Records Destroyed		<input type="checkbox"/> Additional Information Needed		
<input type="checkbox"/> Records Missing From Box		_____		
<input type="checkbox"/> Records Charged Out (name and date)		_____		
_____		Date	Searcher's Initials	
		1-15-03	(R)	

REFERENCE REQUEST

Directions: 1. Please print or type. 2. Send all copies of form. 3. Use a separate form for each request.

1. RECORDS REQUESTED	
a. Case Name or Title	
b. Case Number	c. Date or Year
d. Other Information	
Whole Box # 10	

2. LOCATION OF RECORDS		
a. Accession or Lot No.	b. Box No.	c. Records Center Location
0361270	10	Range(s) 39 Section(s) 10

3. REQUESTOR	
a. Name and Address of Requesting Agency	b. Name
Md. State Retirement Agency	Roxanne Daniels

c. Telephone No.	d. E-mail Address	e. Date of Request		
		1-15-02		
3	2	5	5	4
FINANCIAL AGENCY	FY	INDEX	PCA	AOBJ

FOR RECORDS CENTER USE ONLY	
<input type="checkbox"/> Records Destroyed	<input type="checkbox"/> Additional Information Needed
<input type="checkbox"/> Records Missing From Box	_____
<input type="checkbox"/> Records Charged Out (name and date)	_____
Date	Searcher's Initials
1-15-03	(D)

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

RECORDS TRANSMITTAL AND RECEIPT

7 of 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A.		ACCESSION NO. 04W613	DATE REC'D 1-23-04
B. DIVISION/UNIT Data Control-Active			RM CODE 25.01
C. MAILING ADDRESS 120 East Baltimore St. Baltimore, MD. 21002		LOCATION RANGE SECTION(S) 42 21-23	NO. OF CU. FT. 87
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
		Sch # 1824
		Item #
1	Control Revenue Cont. Trans 5/02 - 6/02	6/04
2	" Bnl 5x3aj #1 - Bnl 6x4 Aj #4 Fy02	6/04
3	" Bnl 4x2 AS #2 - Bnl 5x2 #4 Fy02	6/04
4	" Bnl 3x3 AJ #2 - Bnl 4x2 AS #1 Fy02	6/04
5	" FX 1aj #17 - 7x2 Aj #23 Fy02	6/04
6	" Bnl 1x1 Aj #1 - Bnl 2x1 Aj #3 Fy02	6/04
7	" Deco 1 8/25 - 8/18 Back up 7/01 Fy02	6/04
8	" 5x2 Aj x1 - 5x3 AJ #9	6/04
9	" 4x4 Aj #4 - 4x4 Aj #22 AS For 3x4 Fy02	6/04
10	" 6x2 2aj #1 6x2aj #05 - 276 Aj #1 6x2 Fy02	6/04
11	" Back up 7/01 - 8/02 7/01 - 12/01 Fy02	6/04
12	" 1x3 Aj #1 - #6 Aj For unposted Fy02	6/04
13	" 3x3 - Aj #1 - 4x1 Aj #1 3x4 PR Reports	6/04
14	" 11x2 All through 11x3 All #5 Fy01	6/04
15	" Bnl 10x5 AJ 3 through Bnl 11x2 AJ 15 Fy01	6/04
16	" Box 5 Aj 8 through 11x1 M6, 7, 2, 11 M2, 3 Fy02	6/04
17	" 10 month Report #1, PR Letter Aj 2 Fy02	6/04
18	" 1x4 #15, 16, 17, 18, 20, 21, 22, 23 1x5 Fy02	6/04
19	" Payroll adjustments Report Fy02	6/04
20	" Bnl July x4 Aj #1 through Bnl 8x4 Aj 1 Fy01	6/04
21	" Messg Unposted 12x3 ATX C-Sets Fy01	6/04
22	" 11x3 Aj 6 through 11x4 Aj 9 Fy01	6/04
23	" 5x3 Aj #10 Aj for 4x4 PR un Fy02	6/04
24	" 1x5 #8, 9, 10 PG Co. unposted Fy02	6/04
25	" ASF Tab Books 3x4 DEF Fy02	6/04
26	" 12x1 Aj 6 through 12x3 47 Fy01	6/04
27	" Misc. Trans Journals 9x4 PR Fy02	6/04
28	" 4x4 Aj #1 5x5 Aj #2 Reg. Ref. Fy02	6/04

Disposal

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

RECORDS TRANSMITTAL AND RECEIPT

8 OF 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A.		ACCESSION NO. 04W613	DATE REC'D 1-23-04
B. DIVISION/UNIT Data Control - Active			RM CODE 25-01
C. MAILING ADDRESS 120 East Baltimore St. Baltimore MD. 21202		LOCATION RANGE SECTION(S) 42 21-23	NO. OF CU. FT. 87
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
29	Control- ASF Tabs BK 5+6 DE 8 FY 02	6/04
30	" Back up 7401-7711 6/01-7/02 FY 02	6/04
31	" " " 1-02 through 6-02 2/02-6/02	6/04
32	" " " 7/25-7/25 7/01-6/02	6/04
33	" Unposted 10x5 AJ #1 - Adj for 11x1 FY 02	6/04
34	" Back up 6701-6601-6801 7/01-6/02	6/04
35	" " " 6805-7127 7/01-6/02	6/04
36	" Unposted 9x4 AJ #1 10x4 AJ #2 FY 02	6/04
37	" " " July 9x3 AJ #2 FY 02	6/04
38	" Regular Refund 8/13/01 8x4 AJ #2 FY 02	6/04
39	" Misc. Trans. Journals 3x3 AJ #1 FY 02	6/04
40	" Payroll Adj. Reports FY 02	6/04
41	" Reg. Refunds 12x2 AJ #1 12/20 FY 02	6/04
42	" Unposted 5x1 PR 6x3 AJ #1 FY 02	6/04
43	" Reports 7x2 AJ #6 End FY 02	6/04
44	" " " 2x1 PR 2x4 AJ #2 3x1 AJ FY 02	6/04
45	" Trans. Refunds 9x3 AJ #1 9x4 AJ #2 FY 02	6/04
46	" Reg. Refunds 5x4 PR Cancel Receipts FY 02	6/04
47	" Reports 10x5 AJ #2A 11x3 AJ FY 02	6/04
48	" Reg. Refunds 7x1 AJ #1 7x3 Payroll FY 02	6/04
49	" ASF Tabs BK 7+8 DE 8 FY 02	6/04
50	" Reports 1x1 PR 1x4 AJ #2 FY 02	6/04
51	" Misc. Trans. Journals July 392 FY 02	6/04
52	" Reports 9x4 PR 10x3 AJ #2 10/26 FY 02	6/04
53	" Cash Receipts 6/01 7/01 8/01 FY 02	6/04
54	" Back up 7301-7380 6/01-7/02 FY 02	6/04
55	" Back up 8207-8625 7/02-6/02	6/04
56	" " " 6/05-6/50 7/01-6/02	6/04

RECORDS TRANSMITTAL AND RECEIPT

9 OF 9

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A		ACCESSION NO. 04W613	DATE REC'D 1-23-04
B. DIVISION/UNIT Data Control - Active		LOCATION RANGE SECTION(S) 42 21-23	RM CODE 25.01
C. MAILING ADDRESS 120 East Baltimore St. Baltimore, MD. 21202		NO. OF CU. FT. 87	
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
57	Control Unposted Errors 3x3 AJ#2 4x4 Payroll	6/04
58	" Misc. Trans. Journal 12x3 PR 2x1 AS#1	6/04
59	" Back up 2607-6604 7/01 6/02 FY02	6/04
60	" " 7711-8101 11/02-6/02	6/04
61	" ASF TAB BKS. 1-2 of 8 FY02	6/04
62	" Reg. Refund Reports 6x3 AS#1 FY02	6/04
63	" Back up 6701 7/01-6/02 FY02	6/04
64	" Unposted 12x1 Prun. 2x3 AJ#1 FY02	6/04
65	" Back up 8701-8925 11/02 7/02 FY02	6/04
66	" " 8625-8925 7/01-12/01 FY02	6/04
67	" 1x2 AS 25 through 1x4 AS#14	6/04
68	" 3x3 AJ#9 3x4 AJ#10 (MIA) 12,13,14 FY02	6/04
69	" BN 4x4 AS#1 BN 10x5	6/04
70	" Back up 8030-8107 7/01 12/01 FY02	6/04
71	" 1x2 AS#9 through 1x2 AS FY02	6/04
72	" 3x2 AS#2 through 3x3 #8 FY02	6/04
73	" 2x3 #5,6,7, MIA #6 BBE 2x2 FY02	6/04
74	" 12x4 AS 1x2 AS#8 FY02	6/04
75	" 5x5 AS#8 Excess Reports FY02	6/04
76	" Back up 1205-7685 7/01-12/01	6/04
77	" 4x5 AS#6 4x5 AS#25 FY02	6/04
78	" BN 6x4 AS#5 BN 1x2 AS#11 FY02	6/04
79	" 6x3 AS#7 6x3 AS#15 FY02	6/04
80	" Cash Receipts Val. Deposit BK2	6/04
81	" BN 2x1 AS#4 2x2 AS#5 FY02	6/04
82	" 6x4 AS#14 6x4 AS#30 FY02	6/04
83	" Rev. Trans. 10/01-4/02 FY02	6/04
84	" Cash Receipts 1101-6101 FY01	6/04
85	" " 7100-12/00 FY01	6/04
86	" Val + Deposits FY02	6/04
87	" Cash Receipts 7x2 3x4 FY02	6/04

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

RECORDS TRANSMITTAL AND RECEIPT

7 of 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A.		ACCESSION NO. 04W613	DATE REC'D 1-23-04
B. DIVISION/UNIT Data Control-Active		LOCATION RANGE SECTION(S)	RM CODE
C. MAILING ADDRESS 120 East Baltimore St. Baltimore, MD. 21002			NO. OF CU. FT. 87
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Joy G. Sykes		TO 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	Control Reserve Cont. Trans 5/02-6/02	6/04
2	" Bw 5x3aj #1-Bw 6x4 Aj #4 Fy 02	6/04
3	" Bw 4x2 AS #2-Bw 5x2 #4 Fy 02	6/04
4	" Bw 3x3 AJ #2-Bw 4x2 AS #1 Fy 02	6/04
5	" FX 1aj #17-7x2 Aj #23 Fy 02	6/04
6	" Bw 1x1 Aj #1-Bw 2x1 Aj #3 Fy 02	6/04
7	" Decal 8/05-8/18 Back up 7/01 Fy 02	6/04
8	" 5x2 Aj x1-5x3 AJ #9	6/04
9	" 4x4 Aj #4-4x4 Aj #22 AS For 3x4 Fy 02	6/04
10	" 4x2aj #1 4x2aj #05-276 Aj #1 6x2 Fy 02	6/04
11	" Back up 7/01-8/02 7/01-12/01 Fy 02	6/04
12	" 1x3aj #1-4x6 Aj For unposted Fy 02	6/04
13	" 3x3 Aj #1-4x1 Aj #1 3x4 PR Reports	6/04
14	" 11x2 AJ through 11x3 AJ #5 Fy 01	6/04
15	" Bw 10x5 Aj 3 through Bw 11x2 Aj 15 Fy 01	6/04
16	" Bw 5 Aj 8 through 11/14, 12/11 M 2,3 Fy 02	6/04
17	" 10 month Report #1 PR Letter Aj 2 Fy 02	6/04
18	" 1x4 #15, 16, 17, 18, 20, 21, 22, 23 1x5 Fy 02	6/04
19	" Payroll adjustments Report Fy 02	6/04
20	" Bw July x4 Aj #1 through Bw 8x1 Aj 1 Fy 01	6/04
21	" Messg unposted 12x3 AJ x C-Sets Fy 01	6/04
22	" 11x3 Aj 6 through 11x4 Aj 9 Fy 01	6/04
23	" 5x3 Aj #10 Aj for 4x4 PR W Fy 02	6/04
24	" 1x5 #8, 9, 10 PGC Co. unposted Fy 02	6/04
25	" ASE Tab Books 3x4 #8 Fy 02	6/04
26	" 12x1 Aj 6 through 12x3 #7 Fy 01	6/04
27	" Misc. Trans Journals 9x4 PR Fy 02	6/04
28	" 4x4 Aj #1 5x5 Aj #2 Reg. Ref. Fy 02	6/04

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

RECORDS TRANSMITTAL AND RECEIPT

8 OF 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A.		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Data Control - Clective			RM CODE
C. MAILING ADDRESS 120 East Baltimore St. Baltimore MD 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
29	Control - ASF Tabs BK 576 DEB FY02	6/04
30	" Back up 7401-7711 6/01-7/02 FY02	6/04
31	" " 1-02 through 6-02 2/02-6/02	6/04
32	" " 7/25-7/25 7/01-6/02	6/04
33	" Unposted 10x5AS #1 - Adj For 1181 FY02	6/04
34	" Back up 6701-6601-6801 7/01-6/02	6/04
35	" " 6805-7127 7/01-6/02	6/04
36	" Unposted 9x4AT #1 10x4AS #2 FY02	6/04
37	" " July 9x3AS #2 FY02	6/04
38	" Reg. Refunds 8x301 8x4AS #2 FY02	6/04
39	" Misc. Trans. Journals 3x3 AS #1 FY02	6/04
40	" Payroll Adj. Reports FY02	6/04
41	" Reg. Refunds 12x2AS #1 12/20 FY02	6/04
42	" Unposted 5x1PR 6x3AS #1 FY02	6/04
43	" Reports 7x2AS #6 End FY02	6/04
44	" " 2x1 PR 2x4 AS #2 3x1AS FY02	6/04
45	" Trans. Refunds 9x3AS #1 9x4AT #2 FY02	6/04
46	" Reg. Refunds 5x4 PR Cancel Receipts FY02	6/04
47	" Reports 10x5 AS #2 11x3 AS FY02	6/04
48	" Reg. Refunds 7x1AS #1 7x3 Payroll FY02	6/04
49	" ASF Tabs BK 7 + 8 AFS FY02	6/04
50	" Reports 1x1 PR 1x4 AS #2 1 FY02	6/04
51	" Misc. Trans. Journals July 392 FY02	6/04
52	" Reports 9x4 PR 10x3AT #2 10/26 FY02	6/04
53	" Cash Receipts 6/01 7/01 8/01 FY02	6/04
54	" Back up 7301-7380 6/01-7/02 FY02	6/04
55	" Back up 8207-8625 7/02-6/02	6/04
56	" " 6605-6801 7/01-6/02	6/04

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

90F9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <u>M.S.R.A</u>		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT <u>Data Control - Active</u>		RM CODE	
C. MAILING ADDRESS <u>120 East Baltimore St. Baltimore, MD. 21202</u>		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. <u>410 625-5575</u>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <u>Judy G. Sykes</u>		TO 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
57	Control Unposted Errors 3x3 AJ#2 4x4 Payroll	6/04
58	" Misc. Trans Journal 13x3 PR 2x1 A5#1	6/04
59	" Back up 2607-6604 7/01 6/02 Fy02	6/04
60	" " 4711-8101 1/02-6/02	6/04
61	" ASF Tab Bks. 1-2 of 8 Fy02	6/04
62	" Reg. Refund Reports 6x3 A5#1 Fy02	6/04
63	" Back up 6701 7/01-6/02 Fy02	6/04
64	" Unposted 12x1 Prvw. 2x3 AJ#1 Fy02	6/04
65	" Back up 8701-8925 1/02 7/02 Fy02	6/04
66	" " 8625-8925 7/01-12/01 Fy02	6/04
67	" 1x2 AJ 25 through 1x4 AJ#14	6/04
68	" 3x3 AJ#1 3x4 AJ#10 (MIA) 12,13,14 Fy02	6/04
69	" BN 4x4 AJ#1 BN 10x5	6/04
70	" Back up 8030-8107 7/01 12/01 Fy02	6/04
71	" 1x2 A5#9 through 1x2 A5 Fy02	6/04
72	" 3x2 A5#2 through 3x3#5 Fy02	6/04
73	" 2x3#5,67, MIA #6 BBE 2x2 Fy02	6/04
74	" 12x4 AJ 1x2 A5#8 Fy02	6/04
75	" 5x5 A5#8 Excess Refunds Fy02	6/04
76	" Back up 7205-7625 7/01-12/01	6/04
77	" 4x5 A5#6 4x5 A5#25 Fy02	6/04
78	" BN 6x4 AJ#5 BN 1x2 A5#11 Fy02	6/04
79	" 6x3 A5#7 6x3 A5#15 Fy02	6/04
80	" Cash Receipts Val. Deposit Bk 2	6/04
81	" BN 2x1 A5#4 2x2 A5#5 Fy02	6/04
82	" 4x4 A5#14 6x4 A5#30 Fy02	6/04
83	" Rev. Trans. 10/01-4/02 Fy02	6/04
84	" Cash Receipts 1/01-6/01 Fy01	6/04
85	" " 1/01-12/00 Fy01	6/04
86	" Van + Deposits Fy02	6/04
87	" Cash Receipts 7x2 3x4 Fy02	6/04

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

RECORDS TRANSMITTAL AND RECEIPT

3 of 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. M.S.R.A.		ACCESSION NO. 04W615	DATE REC'D 1-23-04
B. DIVISION/UNIT Disability Unit		LOCATION RANGE SECTION(S) 32 18-19	RM CODE 25.01
C. MAILING ADDRESS 120 East Baltimore St. Baltimore, MD. 21202		NO. OF CU. FT. 41	
D. PHONE NO. 410 625-5575		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Judy G. Sykes		TO 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
	Medical Disability	Sched # 1824 Item # 18-A
1	Disability Unit 033-32-8546 - 579-50-8744	9/07
2	" " 040-44-5439 - 579-52-1929	1/08
3	" " 106-70-0991 - 400-34-6676	12/07
4	" " 044-48-2049 - 579-86-8436	9/07
5	" " 049-32-2880 - 578-80-8492	10/05
6	" " 052-56-7440 - 579-70-5639	2/08
7	" " 212-40-8862 - 478-62-1102	2/08
8	" " 150-34-8390 - 579-94-0090	8/07
9	" " 038-24-9787 - 578-70-3113	12/07
10	" " 007-46-5001 - 583-44-3718	9/07
11	" " 212-42-3168 - 578-68-7617	3/07
12	" " 083-40-2785 - 579-58-5603	5/07
13	" " 120-44-9555 - 428-96-7083	7/08
14	" " 180-46-0987 - 579-86-7699	5/07
15	" " 072-32-4314 - 585-10-8932	4/07
16	" " 116-38-7859 - 594-24-1070	1/07
17	" " 090-34-1547 - 578-86-4620	7/08
18	" " 003-30-9756 - 579-76-4235	8/08
19	" " 055-56-4746 - 579-70-9558	9/08
20	" " 107-36-8942 - 579-64-0428	8/08
21	" " 065-36-0709 - 578-58-7535	10/08
22	" " 192-32-9406 - 223-13-7413	10/08
23	" " 040-32-6985 - 579-54-6772	8/08
24	" " 013-40-8294 - 579-62-4802	6/07
25	" " 047-40-2501 - 579-54-2768	7/08
26	" " 078-40-8652 - 577-66-1729	9/07
27	" " 211-54-1384 - 541-58-5052	6/07
28	" " 027-44-0236 - 249-84-6756	8/07

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

4 of 9

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. <u>M.S.R.A.</u>		ACCESSION NO. <u>04W615</u>	DATE REC'D <u>1-23-04</u>
B. DIVISION/UNIT <u>Disability Unit</u>			RM CODE <u>25-01</u>
C. MAILING ADDRESS <u>120 East Baltimore St. Baltimore, MD. 21202</u>		LOCATION RANGE SECTION(S) <u>32 18-19</u>	NO. OF CU. FT. <u>41</u>
D. PHONE NO. <u>410 625-5575</u>		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <u>Judy G. Sykes</u>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<u>Medical-Disability</u>	<u>Scho.# 1824</u>
<u>29</u>	<u>Disability Unit 063-56-9576-579-68-5731</u>	<u>11/07</u>
<u>30</u>	<u>" " 031-46-5781-578-845562</u>	<u>11/07</u>
<u>31</u>	<u>" " 055-54-3843-468-23-0465</u>	<u>1/07</u>
<u>32</u>	<u>" " 007-62-5920-579-58-4149</u>	<u>5/07</u>
<u>33</u>	<u>" " 039-38-0287 579-92-4378</u>	<u>4/08</u>
<u>34</u>	<u>" " 163-42-4214-593-05-1914</u>	<u>6/07</u>
<u>35</u>	<u>" " 061-24-8295-577-72-8208</u>	<u>5/08</u>
<u>36</u>	<u>" " 127-50-9577-522-60-7252</u>	<u>11/07</u>
<u>37</u>	<u>" " 093-48-5221-577-66-3782</u>	<u>11/07</u>
<u>38</u>	<u>" " 058-46-9339-577-68-4055</u>	<u>7/07</u>
<u>39</u>	<u>" " 074-38-1881-579-50-2215</u>	<u>12/07</u>
<u>40</u>	<u>" " 095-44-1362-579-82-3253</u>	<u>8/07</u>
<u>41</u>	<u>" " 050-70-3674-579-77-2703</u>	<u>8/07</u>

R-32

S-18-19

① SPACE

(S-19)

26.01.01	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency			Retain one (1) copy and forward original to address at left.
Maryland Aviation 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.				
79W254	Fire Rescue / Station Watch Room Logs	1162	B 1&2	1/1958 - 8/1975	3	7/2004	RECYCLE
90W96	Operation Logs	1162	A-1	1983	1	7/2004	RECYCLE
90W452	Fire Rescue Daily Activity Sheets / Fire Rescue Response Reports	1162	B-1		26	7/2004	RECYCLE
96W283	Federal Grants	1159	B-1, B-17	FY 1986 - FY 1994	9	7/2004	RECYCLE
99W958	Old Stars Monthly Reports / Accounting Records	1159	B-9	FY 1997	3	7/2004	RECYCLE
99W966	APCOA Monthly Activity Reports	1159	C-1	1993	3	7/2004	RECYCLE

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

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

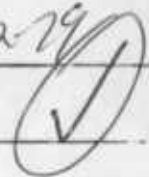
AND RECEIPT

26.01.01

Accession No.

Date Received

79W254

6-12-79


1. From: (Name, Division, Address or Agency)
 State Aviation Administration
 P. O. Box 8766
 BWI Airport, MD 21240


Signature

Title

2. Building and Room
 Fire-Rescue
 Service Bldg.

3. Phone
 787-7075

4. To: State Records Center

5. Signature: (Agency Official)

 Evelyn M. Kellner
 Administrative Service Coordinator

6. No. of Cu.Ft.
 3.0 Cu. Ft.

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
<p><i>R13</i> <i>517</i></p> <p><i>Range 7</i> <i>Section 23.</i></p>	1	Station Watchroom Logs Box 1: 6-18-58 to 2-4-59 5-1-60 to 11-17-60 11-18-60 to 6-5-61 6-6-61 to 12-6-61 12-7-61 to 6-10-62 6-11-62 to 11-27-62	<p>2004</p> <p>840</p> <p>N-849</p> <p>1162 B142</p>
	2	Box 2: 5-21-63 to 11-25-63 11-26-63 to 5-27-64 5-28-64 to 12-2-64 6-5-65 to 11-21-65 3-27-67 to 10-16-67 10-16-67 to 6-29-68	<p>July 2004</p>
	3	Box 3: 1-10-72 to 10-15-72 10-16-72 to 2-17-73 a-19-74 to 8-27-75 KBG735 8-27-75 to 2-28-76 3-26-75 to 8-27-75 3-27-75 to 8-27-75	<p>Disposal</p> <p>8-9-04</p>

(Use Plain Unlined Paper For Continuation Pages)

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<p>A. AGENCY 1. Department of Transportation</p> <p>B. DIVISION/UNIT MD Aviation Admin./Operations</p> <p>C. MAILING ADDRESS P.O. Box 8766 BWI Airport, MD 21240-0766</p> <p>D. PHONE NO. 859-7646</p> <p>E. AGENCY OFFICIAL Barbara Hemmeter <i>Barbara Hemmeter</i></p>	<p style="text-align: center;">ACCESSION NO.</p> <p style="font-size: 2em; text-align: center;"><i>90W96</i></p>	<p style="text-align: center;">DATE REC'D</p> <p style="font-size: 1.5em; text-align: center;"><i>8-8-89</i></p> <p style="text-align: center;">FBI CODE</p> <p style="font-size: 1.5em; text-align: center;"><i>26.01.01</i></p>					
	<p>LOCATION</p> <table style="margin: auto;"> <tr> <td style="text-align: center;">RANGE</td> <td style="text-align: center;">SECTION(S)</td> <td style="text-align: center;">NO. OF CU. FT.</td> </tr> <tr> <td style="font-size: 2em; text-align: center;"><i>115</i></td> <td style="font-size: 2em; text-align: center;"><i>25</i></td> <td style="font-size: 2em; text-align: center;"><i>1</i></td> </tr> </table>	RANGE	SECTION(S)	NO. OF CU. FT.	<i>115</i>	<i>25</i>	<i>1</i>
RANGE	SECTION(S)	NO. OF CU. FT.					
<i>115</i>	<i>25</i>	<i>1</i>					
	<p>RECORDS CENTER MANAGER</p>						
	<p>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</p>						
<p>2. BOX NUMBERS</p> <p style="text-align: center;">1</p>	<p>3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES</p> <p>Operations Logs SAA-140 with attached Self-Inspection Checklists SAA-139 January 1, 1983 to December 31, 1983</p>	<p>4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE</p> <p>Schedule 1162/A-1 Dec. 31, 2003</p> <p style="font-size: 1.5em; text-align: center;"><i>404</i></p> <p style="font-size: 1.5em; text-align: center;"><i>July 2004</i></p> <p style="font-size: 2em; text-align: center;"><i>DISPOSAL</i></p> <p style="font-size: 2em; text-align: center;"><i>8/10/04</i></p> <p style="font-size: 2em; text-align: center;"><i>LJB</i></p>					

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 376, JESSUP, MD. 20794 (TELEPHONE - 700-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Aviation Admn.		ACCESSION NO. 90W452	DATE REC'D 10-27-89
B. DIVISION/UNIT Fire-Rescue Service		FM CODE 26.01.01	
C. MAILING ADDRESS P.O. Box 8766 BWI Airport, Md. 21240		LOCATION RANGE SECTION(S) 33 5	NO. OF CU. FT. 1
D. PHONE NO. 859-7646		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Barbara Hemmeter Barbara Hemmeter		TO 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	<p>Fire-Rescue DAILY Activity Sheets 7-1-76 THROUGH 6-30-79</p> <p>Fire-Rescue Response Reports 7-1-76 THROUGH 6-30-79</p>	<p>Sch 1162 B-1 7-1-2004</p> <p>Sch 1162 B-2 7-1-2004</p> <p>8 Disposal 8-9-04</p>

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Aviation Administration		ACCESSION NO. 96W283	DATE REC'D 9-27-95
B. DIVISION/UNIT Office of Business Administration Division of Finance, Accounting Section			RM CODE 26.01.01
C. MAILING ADDRESS Maryland Aviation Administration P.O. Box 8766 BWI Airport MD 21240-0766		LOCATION RANGE SECTION(S) 48 32	NO. OF CU. FT. 9
D. PHONE NO. 410-859-7010		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Linda McGuire <i>Linda McGuire</i> Administrative Specialist Administrative Services Section		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1-FG	Federal Grants LOC-001 to LOC-038, Fiscal years 1986-88	Schedule 1159, Item B.17 7/1/98 & FAA Audit 7/2004	
2-FG	Federal Grants LOC-039 to LOC-062, Fiscal Year 1989	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
3-FG	Federal Grants LOC-063 to LOC-097, Fiscal Year 1990	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
4-FG	Federal Grants LOC-098 to LOC-138, Fiscal year 1991	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
5-FG	Federal Grants LOC-139 to LOC-147, Fiscal Year 1992	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
6-FG	Federal Grants LOC-148 to LOC-156, Fiscal Year 1993	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
7-FG	Federal Grants LOC-157 to LOC-163, Fiscal Year 1993	Schedule 1159, item B.17 7/1/98 & FAA Audit	
8-FG	Federal Grants LOC-164 to LOC-180, Fiscal Year 1994	Schedule 1159, Item B.17 7/1/98 & FAA Audit	
9-FG	Federal Grants LOC-181 to LOC-189, Fiscal year 1994	Schedule 1159, Item B.17 7/1/98 & FAA Audit July 2004	

Disposal 8-9-04

R 48

S 32

3 EMPTY

E Records sent to Temporary Storage - MAA Warehouse *Jr*

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 Aviation Administration		ACCESSION NO. 99W958	DATE REC'D 6-9-99
B. DIVISION/UNIT Finance/Accounting			RM CODE 26.01.01
C. MAILING ADDRESS 901 Elkridge Landing Road		LOCATION RANGE SECTION(S) 4 32	NO. OF CU. FT. 3
D. PHONE NO. 410-859-7014 or 859-7010		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Linda McGuire		TO 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	July 96-April 97 Old Stars Monthly Reports	June 30, 2000 plus Audi	
2	July 96-May 97 Old Stars Daily Reports	July 2004	
3	July 96-June 97 Cash Detail Folders	Jan - "	
		1159	
		B9	
		Disposed	
		8-9-04	

RECORDS TRANSMITTAL AND RECEIPT

INSTRUCTIONS—PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Aviation Administration		ACCESSION NO. 99W966	DATE REC'D 6-9-99	
B. DIVISION/UNIT Office of Business Administration Finance/Audit Section			RM CODE 26-01-01	
C. MAILING ADDRESS P.O. Bo 8644 BWI Airport, MD. 21240		LOCATION RANGE SECTION(S) 4 3		NO. OF CU. FT. 3
D. PHONE NO. (410) 859- 7263 7646		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL <i>Ree L. Britton</i> Jm		TO 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	APCOA Monthly Activity Rpt & CPT Reports ^{3/93}	1159.1	12/2003	
2	APCOA Monthly Activity Rpt & - 7/93 - 12/93	1159.1	12/2003	
3	APCOA monthly Activity Rpt - 1993	1159.1	12/2003 Jan 2004	
		Disposal 8-9-04		

26.01.06.01 MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate
Reporting Agency		Retain one (1) copy and forward original to address at left.
Maryland Transit 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.				
95W942	Finance / Grant Accounting Invoices	992	1 B	FY 1979	5	7/2004	RECYCLE
02W808	Account Payable Vouchers	992	1 A	FY 1998	18	7/2004	RECYCLE
03W284	Account Payable Vouchers	992	1 A	FY 1998	7	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
------------------------------	---------------------------------	---------------------------

E

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION		ACCESSION NO. 95W942	DATE REC'D 2-2-95
B. DIVISION/UNIT FINANCE - GRANT ACCOUNTING			RM CODE 26.01.06.01
C. MAILING ADDRESS 1515 WASHINGTON BLVD BALTIMORE, MD 21230		LOCATION RANGE SECTION(S) 109 9-10	NO. OF CU. FT. 5
D. PHONE NO. (410) 333-4802		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>James Renner</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
		SCHEDULE 992 ITEM NO. 1B DISPOSAL DATE
8	FY 79 Grant Accounting Invoices - FY'80	JUNE 30, 2004
9	" " " " Z-282---Z-001--Z-052	"
10	" " " " Z-053---Z-115	"
11	" " " " Z-116---Z-177	"
12	" " " " Z-178---Z223	"
	" " " " Z-224---Z-258	"
		<i>DISPOSAL</i> <i>8/10/04</i> <i>[Signature]</i>

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY MASS TRANSIT ADMINISTRATION	ACCESSION NO. 02W808	DATE REC'D 3-28-02
DIVISION/UNIT FINANCE - ACCOUNTS PAYABLE		FM CODE 26.01.06.01
MAILING ADDRESS 6 ST. PAUL STREET 8TH FL. BALTIMORE, MD. 21202	LOCATION RANGE SECTION(S) 3 16	NO. OF CU. FT. 18
PHONE NO. 410-767-3716	RECORDS CENTER MANAGER	
AGENCY OFFICIAL JACQUELINE V. COATES	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	FY 98 A/P VOUCHERS - J8000006 - J8000319	SCHEDULE 992 ITEM NO. 1A DISPOSAL DATE 7/04 Disposal
2	" " J8000324 - J8000789	
3	" " J8000804 - J8001166	
4	" " J8001167 - J8001500	
5	" " J8001511 - J8001938	
6	" " J8001939 - J8002332	
7	" " J8002338 - J8002694	
8	" " J8002629 - J8002983	
9	" " J8003006 - J8003331	
10	" " J8003332 - J8003662	
11	" " J8003664 - J8004036	
12	" " J8004048 - J8004373	
13	" " J8004381 - J8004690	
14	" " J8004691 - J8005804	
15	" " J8005805 - J8006095	
16	" " J8006098 - J8007254	
17	" 4 J8007255 - J8007526	
18	" " J8007667 - J8007857	

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R-3

S-16

20-Entry SPACES

S-16

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

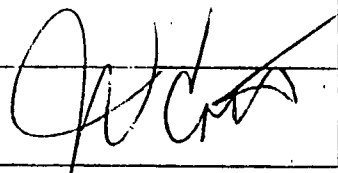
A. AGENCY
1. MARYLAND TRANSIT ADMINISTRATION

D. DIVISION/UNIT
FINANCE - ACCOUNTS PAYABLE

C. MAILING ADDRESS
6 ST. PAUL STREET 8TH FL.
BALTIMORE, MD 21202

D. PHONE NO.
410-767-3716

E. AGENCY OFFICIAL
JACQUELINE V. COATES



ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">03W284</div>	DATE REC'D <div style="font-size: 1.5em; font-family: cursive;">11-19-02</div>				
LOCATION <table style="width: 100%; border: none;"> <tr> <td style="border: none;">RANGE</td> <td style="border: none;">SECTION(S)</td> </tr> <tr> <td style="border: none; font-size: 2em; font-family: cursive;">56</td> <td style="border: none; font-size: 2em; font-family: cursive;">27</td> </tr> </table>	RANGE	SECTION(S)	56	27	RM CODE <div style="font-size: 1.5em; font-family: cursive;">26-01.06-01</div>
RANGE	SECTION(S)				
56	27				
RECORDS CENTER MANAGER	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">7</div>				
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
8	FY98 A/P VOUCHERS - J8004957 - J8005286	SCHEDULE 992 ITEM NO. 1A DISPOSAL DATE <div style="text-align: center; font-size: 1.2em;">7/04</div> <div style="font-size: 2em; font-family: cursive; margin-top: 10px;">Disposal</div> <div style="font-size: 2em; font-family: cursive; margin-top: 10px;">8-9-04</div>
9	" " " 5300 - " 5542	
10	" " " 5543 - " 6324	
11	" " " 6527 - " 6903	
12	" " " 6912 - " 7186	
20	" " " 7919 - " 8197	
21	" " " 8198 - " 8496	

26.01.06.01.01 MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
Maryland Transit Administration Finance / Risk Management		
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 <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
99W777	Claim Files	1670	1	1994	69	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
<small>Signature</small>	<small>Title</small>	<small>Date</small>

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY Mass Transit Administration 1. 29.08.01		ACCESSION NO. 99W777	DATE REC'D 4-12-99
B. DIVISION/UNIT Finance/Risk Management			RM CODE 26.01.06.01.01
C. MAILING ADDRESS 6 St. Paul Street 8th Floor Baltimore, MD 21202-1614		LOCATION RANGE SECTION(S) 16 15-17	NO. OF CU.FT. 69
D. PHONE NO. (410) 767-3700		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Morton L. Green		TO 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	

51.	Claim Files 94-0000 - 94-0042	All items 03/01/02 July 2004 Sche # 1670 Item # 1 Disposal 8-10-04
52.	Claim Files 94-0734 - 93-0799	
53.	Claim Files 94-1924 - 94-0396	
54.	Claim Files 94-0084 - 94-0053	
55.	Claim Files 94-0054 - 94-0096	
56.	Claim Files 94-0097 - 94-0149	
57.	Claim Files 94-0150 - 94-0203	
58.	Claim Files 94-0204 - 94-0251	
59.	Claim Files 94-0253 - 94-0298	
60.	Claim Files 94-0300 - 94-0357	
61.	Claim Files 94-0358 - 94-0389	
62.	Claim Files 94-0390 - 94-0424	
63.	Claim Files 94-0245 - 94-0497	
64.	Claim Files 94-0470 - 94-0525	
65.	Claim Files 94-0526 - 94-0599	

Box Nos.	Description of Records w/inclusive Dates	Disposal Date
66.	Claim Files 94-0600 - 94-0660	All items
67.	Claim Files 94-0661 - 94-0706	03/01/02
68.	Claim Files 94-0707 - 94-0776	
69.	Claim Files 94-0777 - 94-0850	
70.	Claim Files 94-0853 - 94-0908	
71.	Claim Files 94-0902 - 94-0960	
72.	Claim Files 94-0961 - 94-0999	
73.	Claim Files 94-1000 - 94-1055	
74.	Claim Files 94-1056 - 94-1099	
75.	Claim Files 94-1100 - 94-1141	
76.	Claim Files 94-1142 - 94-1184	
77.	Claim Files 94-1185 - 94-1236	
78.	Claim Files 94-1237 - 94-1287	
79.	Claim Files 94-1288 - 94-1357	
80.	Claim Files 94-1358 - 94-1423	
81.	Claim Files 94-1424 - 94-1471	
82.	Claim Files 94-1470 - 94-1537	
83.	Claim Files 94-1538 - 94-1589	
84.	Claim Files 94-1590 - 93-1864	
85.	Claim Files 94-1622 - 94-1669	
86.	Claim Files 94-1715 - 94-1735	
87.	Claim Files 94-1736 - 94-1807	
88.	Claim Files 94-1808 - 94-1864	
89.	Claim Files 94-1865 - 94-1914	
90.	Claim Files 94-1915 - 94-1980	
91.	Claim Files 94-1981 - 94-2012	
92.	Claim Files 94-2013 - 94-2056	
93.	Claim Files 94-2057 - 94-2125	

Box Nos.	Description of Records w/inclusive Dates	Disposal Date
94.	Claim Files 94-2126 - 94-2180	All items
95.	Claim Files 94-2181 - 94-2210	03/01/02
96.	Claim Files 94-2211 - 94-2266	
97.	Claim Files 94-2267 - 94-2321	
98.	Claim Files 94-2322 - 94-2373	
99.	Claim Files 94-2374 - 94-2420	
100.	Claim Files 94-2411 - 94-2466	
101.	Claim Files 94-2468 - 94-0852	
102.	Claim Files 94-0883 - 94-1679	
103.	Claim Files 94-1680 - 94-2099	
104.	Claim Files 94-2341 - 94-2560	
105.	Claim Files 90-1283 - 94-2570	
106.	Claim Files 92-1717 - 94-0778	

R16

315-17

13 EXTRA SPACES

94COMBO BOX 107

942327
940801
940460
941455
941735
942278
940834
942411
940926
940048

94COMBO BOX 108

940494
942106
942348
942364
942338
940916
941278
942576
941916
942154
941864

94COMBO BOX 109

931468
921057
932150
932366
922704
931631
940140

94COMBO BOX 110

941534
931808
940969
941884
940232

94COMBO BOX 111

941532
941883
941203
941406

941041
942510
932372
941213
942219

94COMBO BOX 112

941942
922925
941234
940690
941857 PARTS 1 & 2

94COMBO BOX 113

940030
940935
942434
940979
941308

BOX # 942358

942358

BOX # 114

941867
941410
940496
921321
922686
930984
940565
942194

BOX # 115 AND #116

Box 115 and 116 ■ Joan Ordman

BOX # 117 #118 #119

Box 117, 118, 119 ■ Combination of all 93 files

R-16

8-15-17

13 empties

26.01.06.02 MDOT
Reporting Agency
Maryland Transit Administration Purchasing Department
Division or Unit

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

Prepare in duplicate

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

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.				
00w549	Purchase Orders	1061	C	FY 1997	8	7/2004	RECYCLE
02W66	Affidavits / Purchase Orders	1061.	C	1994 - 1997	2	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

E

Agency Mass Transit Admin.	Accession No 00W549	Date Rec'd 10-27-99
Division/Unit Purchasing		RM Code 26.01.06.02
Mailing Address 1515 Washington Blvd Baltimore, MD 21230	Location Range Section(s) 14 16	No. Of Cu. Ft 8
Phone No. 410, 468-4889	Records Center Manager	
Agency Official John Geci, Chief	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
	PURCHASE ORDERS (7/96 - 6/97)	
1 of 8	A - Boise	Schedule 1061 Item C July, 1998 2004 Disposal 8-9-04
2 of 8	Bombardier - E	
3 of 8	F - H	
4 of 8	I - Mc	
5 of 8	M - NABI	
6 of 8	National - RIS Paper	
7 of 8	Ritz - Tilley Chemical	
8 of 8	Tipeo - Zep Manuf.	

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MASS TRANSIT ADMINISTRATION		ACCESSION NO. 02W66	DATE REC'D 8-23-01
B. DIVISION/UNIT PURCHASING DEPARTMENT			RM CODE 26.01.06.02
C. MAILING ADDRESS 1515 WASHINGTON BLVD, RM 1600 BALTIMORE, MARYLAND 21230		LOCATION RANGE SECTION(S) 37 34	NO. OF CU. FT. 2
D. PHONE NO. 410 454-7017		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL JOHN GECI, CHIEF OF PURCHASING		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 of 2	AFFIDAVITS 7/95 TO 6/97	SCHEDULE 1061 ITEM C JUNE, 2004 July
2 of 2	D.G.S. PURCHASE ORDERS 1994 TO 1997	SCHEDULE 1061 ITEM C JUNE, 2004 July Disposal 8-9-04

26.02.06	MDOT
Reporting Agency	
Motor Vehicle Administration Vehicle Registration	
Division or Unit	

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

Prepare in duplicate

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

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.				
02W769	45 Days Temporary Tags	1716	3	12/1997 - 4/1998	23	7/2004	RECYCLE

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

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

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

41 thru 45
47 thru 63
65

Partial

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2905000 1. Motor Vehicle Administration		ACCESSION NO. <i>02W769</i>	DATE REC'D 2-28-02
B. DIVISION/UNIT Vehicle Services Registration/Title File		LOCATION RANGE SECTION(S) <i>26 2-3</i>	RM CODE 26.02.06
C. MAILING ADDRESS 6601 Ritchie Highway, N.E. Glen Burnie, MD 21062		NO. OF CU. FT. <i>23</i>	
D. PHONE NO. (410) 768-7328		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Ruth D. Burrell, Section Manager		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	45 DAY TEMPORARY TAGS	1716, 3, July, 2004
41	27000E - 34774 (11/97 - 12/97)	<i>7/04</i>
42	34775E - 42522E (12/97 - 11/97)	
43	42523E - 50370E (11/97 - 6/98)	
44	50371E - 58099E (6/98 - 12/97)	
45	58100E - 65993E (12/97 - 4/98)	
46	65995E - <i>save</i> 73599E (1/98 - 12/98)	
47	73600E - 81630E (12/97 - 1/98)	
48	81631E - 89399E (1/98 - 3/98)	
49	89400E - 97499E (3/98 - 6/98)	
50	97501E - 05518F (6/98 - 3/98)	
51	05519F - 11299F (3/98 - 3/98)	<i>7/04</i>
52	13500F - 21499F (2/98 - 4/98)	
53	21500F - 29339F (3/98 - 3/98)	
54	29340F - 37799F (3/98 - 3/98)	
55	37800F - 45799F (3/98 - 3/98)	
56	45800F - 53510F (4/98 - 3/98)	
57	53511F - 61568F (3/98 - 3/98)	
58	61569F - 68709F (3/98 - 3/98)	
59	68710F - 76499F (6/98 - 4/98)	
60	76500F - 84074F (4/98 - 6/98)	
61	84075F - 91199F (4/98 - 4/98)	<i>7/04</i>
62	91201F - 98712F (5/98 - 4/98)	
63	98713F - 06499G (4/98 - 4/98)	
64	06500G - <i>save</i> 14199G (7/98 - 8/98)	
65	14200G - <i>Destroy</i> 21579G (6/98 - 6/98)	
66	21580G - <i>save</i> 28899G (6/98 - 8/98)	
67	28900G - <i>save</i> 35559G (8/98 - 6/98)	
68	35560G - <i>save</i> 42567G (6/98 - 7/98)	
69	42569G - <i>save</i> 49399G (7/98 - 7/98)	
70	49400G - <i>save</i> 56499G (7/98 - 8/98)	

Jan 2005

Save Boxes # 46, 64, 66, 67, 68, 69 + 70

Disp. 1/2005

DISPOSAL 8/10/04

Jan 2005

Jan 2005



Maryland Motor
Vehicle Administration
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

1-800-950-1MVA (1682)
CUSTOMER SERVICE CENTER

1-800-492-4575
TTY

www.marylandmva.com
WEB SITE

March 17, 2004

TO: Gabriel Lopez
State Records Management Center

FROM: Robert F. Campanaro
Motor Vehicle Administration

RE: Disposal Notice Reply

26, 02, 06

This is to request, in response to your notice of December 20, 2003, that the following items be preserved and held from disposal.

ACCESSION NO.	DIVISION	BOX NUMBERS
02W769	Vehicle Services	43 through 70

The dates for these items indicate that they have not yet reached the required six year retention period. Accordingly, boxes 43 through 63 and box 65 may be destroyed in July, 2004, and boxes 64 and 66 through 70 may be destroyed in January, 2005.

Box - 46 - 1/05
All other items listed in the notice may be destroyed as scheduled by their respective accession numbers.

Another set of records under accession number 02W0271, which are being held for the Insurance Compliance Division past their normal retention date due to concerns related to a lawsuit, may also now be destroyed at this time.

Thank you for your kind assistance in this matter.

c: Arthur Proctor
Wendi Pumphrey
Deborah Rogers



Maryland Motor
Vehicle Administration
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

1-800-950-1MVA (1682)
CUSTOMER SERVICE CENTER

1-800-492-4575
TTY

www.marylandmva.com
WEB SITE

July 7, 2004

TO: Gabriel Lopez
State Records Management Center

FROM: Robert F. Campanaro
Motor Vehicle Administration

RE: Disposal Notice Reply

26.02.06

This is to request, in response to your notice of June 1, 2004, that the following items be preserved and held from disposal.

ACCESSION NO.	DIVISION	BOX NUMBERS
02W769	Vehicle Services	64 and 66 through 70

The dates for these items indicate that they have not yet reached the required six year retention period and accordingly should be retained until January, 2005.

All other items listed in the notice may be destroyed as scheduled by their respective accession numbers.

Thank you for your kind assistance in this matter.

c: Earl Pumputis
Deborah Rogers

26.02.13	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Motor Vehicle Administration Accounting and Financial Systems			
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.				
01W457	Refund Backup List	1725	3	1/2000 - 6/2000	98	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

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. Motor Vehicle Administration		ACCESSION NO. 01W457	DATE REC'D 12-1-00
B. DIVISION/UNIT Accounting and Financial Systems			RM CODE 26.02.13
C. MAILING ADDRESS 6601 Ritchie Highway N.E. Room 220 Glen Burnie, MD 21062		LOCATION RANGE SECTION(S) 144 32-35	NO. OF CU. FT. 98
D. PHONE NO. 410-768-7480		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL John Reisinger- Accounts Payable Manager Accounting and Financial Systems		TO 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	Refund Backup List #1-1/3/00	1725, Item 3 July 2004 <i>[Signature]</i> 8/6/04 <i>[Signature]</i>
2	#2-1/4/00	
3	#3-1/5/00 & 1/6/00	
4	#4-1/9/00 & 1/10/00	
5	#5-1/11/00	
6	#6-1/12/00	
7	#7-1/13/00	
8	#8-1/14/00 & 1/15/00	
9	#9-1/18/00 & 1/19/00	
10	#10-1/20/00 & 1/21/00	
11	#11-1/24/00 & 1/27/00	
12	#12-1/28/00	
13	#13-1/31/00 & 2/1/00	
14	#14-2/2/00	
15	#15-2/3/00	
16	#16-2/4/00	
17	#17-2/7/00	
17	#17A-2/7/00	
18	#18-2/8/00	
19	#19-2/9/00	
20	#20-2/10/00	
21	#21-2/11/00	
22	#22-2/14/00	
23	#23-2/15/00	
24	#24-2/16/00	
25	#25-2/17/00	
26	#26-2/18/00	
27	#27-2/19/00 & 2/22/00	
28	#28-2/23/00 & 2/24/00	
29	#29-2/25/00	
30	#30-2/28/00	
31	#31-2/29/00	

plus 17 A
41 A
49 A
64 A
67 A

BOX
NUMBERS

DESCRIPTION OF RECORDS
WITH INCLUSIVE DATES

ITEM NUMBER

BOX NUMBERS	DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	ITEM NUMBER
90	Refund Backup List #90-6/23/00 & 6/26/00 & 6/27/00	1725, Item 3
91	#91-6/28/00	
92	#92-6/29/00	
93	#93-6/30/00	

R-144

③ speed

S-32-35

(5-35)

26.02.16	MDOT
Reporting Agency	
Motor Vehicle Administration Insurance Compliance Division	
Division or Unit	

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

Prepare in duplicate

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

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.				
03W28	Closed ALPHA Files	1717	4	1/2001 - 6/2001	117	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

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE -- 410-799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Motor Vehicle Administration	ACCESSION NO. 03W28	DATE REC'D. 7-11-02
B. DIVISION/UNIT Insurance Compliance Division	RM CODE 26.02.16	
C. MAILING ADDRESS 6601 Ritchie Highway, N.E., Room 140 Glen Burnie, Maryland 21062	LOCATION RANGE SECTION(S) 49 28-31	NO. OF CU. FT. 117
D. PHONE NO. 410-787-2951	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wendi Pumphrey Manager, Insurance Compliance Division	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY: SCHEDULE NO., ITEM NO., and DISPOSAL DATE
	CLOSED ALPHA FILES	
01-001	January, 2001	Schedule No. 1717, Item No. 4. Disposal Date: July, 2004 <div style="font-family: cursive; font-size: 2em; margin-top: 20px;">Disposal</div> <div style="font-size: 1.5em; margin-top: 10px;">8-9-04</div> <div style="font-size: 1.2em; margin-top: 5px;">* Missing</div> <div style="margin-top: 20px;">01-085, 01-088</div> <div style="margin-top: 20px;">01-101</div>
002	"	
003	"	
004	"	
005	"	
006	"	
007	"	
008	"	
009	"	
010	"	
011	"	
012	"	
013	"	
014	"	
015	"	
016	February, 2001	
017	"	
018	"	
019	February 7 & 8, 2001	
020	February 8 & 9, 2001	
021	February 12 & 13, 2001	
022	February 14 & 15, 2001	
023	February 15 & 16, 2001	
024	February 16 to 20, 2001	
025	February 21, 2001	
026	February 22 & 23, 2001	
027	February 24, 2001	
028	February 26 & 27, 2001	
029	February 27 & 28, 2001	
030	March 1 & 2, 2001	
031	March 2 to 5, 2001	
032	March 5 & 6, 2001	
033	March 6 & 7, 2001	
034	March 7 & 8, 2001	
035	March 8 & 9, 2001	
036	March 9, 2001	
037	March 12, 2001	

RECORDS TRANSMITTAL CONTINUATION PAGE

BOX NOS.	CLOSED ALPHA FILES	DISPOSAL DATE:
		JULY, 2004
038	March 13, 2001	
039	March 14, 2001	
040	March 15, 2001	
041	March 16, 2001	
042	March 17, 2001	
043	March 19 & 20, 2001	
044	March 20 & 21, 2001	
045	March 22 & 23, 2001 and 01-45-A March 22-23, 2001	
046	March 26 & 27, 2001	
047	March 28 & 29, 2001	
048	March 29 & 30, 2001	
049	March 31, 2001	
050	January 29 & 30, 2001	
051	January 30 & 31, 2001	
052	March 30 & 31, 2001	
053	April 2 & 3, 2001	
054	April 3, 2001	
055	April 4 & 5, 2001	
056	April 5 & 6, 2001	
057	April 6 to 9, 2001	
058	April 9 & 10, 2001	
059	April 11 & 12, 2001	
060	April 12 & 13, 2001	
061	April 13 to 16, 2001	
062	April 17 & 18, 2001	
063	April 18, 2001	
064	April 19, 2001	
065	April 19, 2001	
066	April 23, 2001	
067	April 24, 2001	
068	April 24 & 25, 2001	
069	April 26 & 27, 2001	
070	April 27 & 28, 2001	
071	April 28 to 30, 2001	
072	May 1, 2001	
073	May 2, 2001	
074	May 3 & 4, 2001	
075	May 4 to 7, 2001	
076	May 7 to 8, 2001	
077	May 8 to 9, 2001	
078	May 10 & 11, 2001	
079	May 11 to 15, 2001	
080	May 15 & 16, 2001	
081	May 9 & 10, 2001	
082	May 16 & 17, 2001	
083	May 18, 2001	
084	May 18 to 21, 2001	
086	May 22 & 23, 2001	
087	May 21 & 22, 2001	
089	May 23 & 24, 2001	

RECORDS TRANSMITTAL CONTINUATION PAGE

BOX NOS.	CLOSED ALPHA FILES	DISPOSAL DATE:
		JULY, 2004
090	May 24 & 25, 2001	
091	May 29, 2001	
092	May 30, 2001	
093	May 31 to June 1, 2001	
094	June 1 & 2, 2001	
095	June 2 to 4, 2001	
096	June 4 & 5, 2001	
097	June 5, 2001	
098	June 6 & 7, 2001	
099	June 8 to 11, 2001	
100	June 12 & 13, 2001	
101	June 7 & 8, 2001	
102	June 13 & 14, 2001	
103	June 11 & 12, 2001	
104	June 14 & 15, 2001	
105	June 15 to 18, 2001	
106	June 19 to 20, 2001	
107	June 21, 2001	
108	June 22, 2001	
109	June 20, 2001	
110	June 25, 2001	
111	June 26, 2001	
112	June 27, 2001	
113	June 28, 2001	
114	June 29, 2001	
115	June 30, 2001	
	and 01-107-A June 21, 2001	

REFERENCE REQUEST

Directions: 1. Please print or type. 3. Send all copies of form. 3. Use a separate form for each request.

1. RECORDS REQUESTED	
a. Case Number or Title	DEC 23 2002
b. Case No.	c. Date or Year 1998
d. Other Information <u>Title Corporation</u>	

2. LOCATION OF RECORDS		
a. Accession or Lot No. 99W433	b. Box No. 8	c. Record Center Location Range(s) 49 Section(s) 28

3. REQUESTOR		
a. Name John Dahne	b. Telephone No. 410-468-2468	c. Date of Request 12/19/02

4. Name and Address of Requesting Agency				
<u>Maryland Insurance Administration</u>				
<u>525 St. Paul Place</u>				
<u>Baltimore, Maryland 21202</u>				
3	2	5	5	4
FINANCIAL AGENCY	FY	INDEX	PCA	AOBJ

FOR RECORDS CENTER USE ONLY	
<input type="checkbox"/> Records Destroyed <input type="checkbox"/> Records Missing From Box <input type="checkbox"/> Records Charged Out (name and date) _____	<input type="checkbox"/> Additional Information Needed _____ _____ Date: _____ Searcher's Initials _____

DGS 550-8 (Rev. 9/97) Mailing Address: State Records Management Center
P.O. Box 275
Jessup, Maryland 20794

26.03.01	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
State Highway Administration Office of Planning			
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.				
84W637	Correspondence Maps and Invoices	944	1		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
-------------------------------------	--	----------------------------------

AND RECEIPT

26.03.01

84W637 4-18-84

1. From: (Name, Division, Address or Agency)
 State Highway Administration
 707 N. Calvert Street
 Baltimore, Maryland 21202

Signature: *Michael D. Daniels*
 Title: Administrative Assistant

2. Building and Room
 Room 310

3. Phone
 659-1132
 1235

4. To: State Records Center
 Hall of Records Management Center
 Waterloo, Maryland

5. Signature: (Agency Official)
[Signature]

6. No. of Cu.Ft. *82*
26 *102* *76* *28*

7. Records Location (Center)
 8. Box Numbers
 9. Description of Records With Inclusive Dates
 10. Disposal Authority (Schedule and Item)

7. Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item)
R-141	1	Miscellaneous Transportation Studies for Prince George & Montgomery Counties	Schedule #944 Item 1
S-1	2	Correspondence maps and invoices concerning Maryland Route 30	Jan 1987
	3	Correspondence maps and invoices concerning U.S. Route 48 Garrett County, U.S. 220 Cumberland	return to agency
	4	National Freeway - Garrett County	Jan 88 7/04 R
	5	Correspondence and maps concerning Rockville Corridor Study	July 87
	6	Correspondence maps and invoices concerning Maryland Routes 2 and 4	*Partial - 9/87
	7-13	Baltimore Annapolis Transportation Corridor Study Final Environmental Document	Bxs-1, 4, 6, 14, 16-17, 19, 21-23, 25-26, 28-29, 31-32, 34-35, 37-38, 40, 54, 62-65.
	14	Correspondence maps and invoices concerning U.S. Route 219 and Md. 450, Md. 6 (Deep Creek)	
	15	Correspondence maps and invoices concerning Maryland Route 77 and Maryland Route 556	
	16-17	Correspondence maps and invoices concerning Maryland Routes 193/201 Intersection	
	18	Correspondence and maps concerning Maryland Routes 556 and Maryland Route 30	*Partial - 5/91
	19	Correspondence and brochures concerning Maryland Route 66	Bxs. 7-13, 15, 20, 24, 33, 36, 39, 43-45, 48-50, 52-53, 55-61, 69-79, 83, 86-89, 100-102
	20	Correspondence and invoices concerning Maryland Route 75	

*Partial - 4/94
 Bxs-3+5
 *Partial - 1/95
 Bxs-41-42+67

LTS DISPOSAL 7/16/04

(Use Plain Unlined Paper For Continuation Pages)

- ~~21~~ Correspondence concerning Knecht Avenue and Maryland Route 118 . Item 1
- ~~22~~ Correspondence and invoices concerning U.S. Route 50, Vienna & Cambridge Studies
- ~~23~~ Final Environmental Document for Choptank Study
- ~~24~~ Correspondence and Invoices concerning Maryland Route 118 and B/W Parkway
- ~~25~~ Correspondence concerning Maryland Route 648 and Maryland Route 100
- ~~26~~ Correspondence and maps concerning Maryland Route 60
- 27 Correspondence and Environmental Documents concerning Maryland Route 482, Maryland Route 6 and Maryland Route 458
- ~~28~~ Invoices concerning B/W Parkway
- ~~29~~ Correspondence concerning U.S. Route 219 and attitude survey cards
- 30 Correspondence concerning Maryland Route 118, Maryland Route 45 and Rockville inventory Study
- ~~31~~ Notes and correspondence from Bureau Chief concerning various office activities
- ~~32~~ Correspondence and Brochures concerning Hambrooks Blvd.
- ~~33~~ Computer printouts and reports concerning Rockville Corridor Study
- ~~34~~ Reports concerning Capital Improvement Program State Primary Highway Improvement program and EIS on Metro "A"
- ~~35~~ Correspondence and maps concerning U.S. Route 15
- ~~36~~ Planning Reports on I-70, Maryland Route 216 Survey on Rockville Corridor Study
- ~~37~~ Correspondence and Brochures concerning Denton By-Pass (Md. Rte. 404)
- ~~38~~ Correspondence concerning various project in Anne Arundel County

- ~~39~~ ~~Correspondence concerning Maryland Route 227 and U.S. Route 219~~
- ~~40~~ ~~Correspondence covering several projects in Anne Arundel County~~
- 41 Reports on Outer Beltway, Maryland Route 2 and 4 Prince George County Projects Reports
- ~~42~~ ~~Correspondence concerning Maryland Route 7 and ICC Interim Brochure~~
- ~~43~~ ~~Computer Printout concerning Rockville Study~~
- ~~44~~ ~~Survey Reports on Rockville Study~~
- ~~45~~ ~~Final Environmental Document for Baltimore Annapolis Transportation Corridor Study (BATCS)~~
- 46 Reports and Brochures concerning Maryland Route 115 and Maryland Route 30
- 47 Correspondence concerning U.S. Route 50 Salisbury By-Pass and Maryland Route 108
- ~~48~~ ~~Draft Environmental Impact Statement for Baltimore Annapolis Transportation Corridor Study (BATCS) Volume I~~
- ~~49-50~~ ~~Draft Environmental Impact Statement for Baltimore Annapolis Transportation Corridor Study for (BATCS) Volume II~~
- 51 Final Environmental Document on U.S. 50/301 from Maryland Route 70 to Bay Bridge
- ~~52-53~~ ~~Final Environmental Impact Statement on U.S. Route 50 Vienna By-Pass~~
- ~~54~~ ~~Invoices concerning U.S. 50 Cambridge and Final Environmental Impact Statement on Maryland Route 70~~
- 55 Correspondence, invoices and Environmental Documents concerning U.S. Route 50 Salisbury By-Pass
- 56 Correspondence and Environmental Documents concerning U.S. Route 50 Vienna By-Pass
- ~~57~~ ~~Reports concerning Maryland Route 482 U.S. Route 219 and Maryland Route 6~~
- 58 Correspondence and Invoices concerning U.S. Route 220
- ~~59~~ ~~Brochures and Reports concerning U.S. Route 219 and U.S. Route 220~~

- ~~60~~ Correspondence concerning Appalachia projects & Md. 36 - Barton to Midland
- ~~61~~ Correspondence concerning Maryland Route 32 and Maryland Route 108
- ~~62~~ Final Negative Declaration for Maryland Route 77
Transcript for Public hearing on Maryland Route 77 and Cost Estimates on Maryland Route 108
- ~~63~~ Correspondence and Reports concerning Maryland Route 80
- ~~64~~ Reports and Brochures concerning Maryland Route 556 Maryland 77 and U.S. Route 50 Cambridge
- ~~65~~ PDMS Manual & Reports on Germantown and Shady Grove
- 66 Correspondence concerning Maryland Route 355
- ~~67~~ Correspondence and brochures concerning Inter- Schedule #944
~~action incorporated and milestone reports~~ Item 2
- 68 Miscellaneous office correspondence and procedures.
- ~~69-71~~ Correspondence concerning Rockville Study
- ~~72-74~~ Correspondence on Baltimore Annapolis Transportation Corridor Study
- ~~75~~ Correspondence on Maryland Route 51
- ~~76~~ Correspondence on Maryland Route 2 & 4
- ~~77-79~~ Cabin Branch Interchange U.S. Rte. 50 1965-1981
- 80 I-70 Cost Estimates
- 81-82 Miscellaneous Administrative Files

* 5/91 - Disposed - Box 83, 86-89, 100-102

* Still Here - 5/91 - 84, 85, 90-99

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01 61.10		26.03.03	ACCESSION NO. 95W1142	DATE REC'D 3-2-95
b) AGENCY State Highway Administration			LOCATION - RANGE 104	SECTIONS 7-8
c) DIVISION/UNIT Highway Design Division				
d) MAILING ADDRESS State Highway Administration Highway Design Division 211 East Madison Street Baltimore, MD. 21202			RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL (G. Johnson) Mike Mariella		PHONE NO. 333-1428	TO 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)
215-262 (42 Boxes)	Highway Design Division Payroll Records - July-1994	Schedule 159 1539 Items No. 1-3 7104 * Missing Boxes - # 234, 243, 244, 245, 246, 247, 248, 249, 250 + 261 Disposal 8-10-04

R-104

S7-8

~~S-69~~

20 empty
R104 S8-9

Missing Boxes:

234

243

244

245

246

247

248

249

250

261

26.03.05	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
State Highway Administration Office of Finance			
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.				
85W463	History Files / Trail Balance	1807	4, 5	3/1994 - 6/1994	4	7/2004	RECYCLE
85W572	Federal Aid Billings	1826	16	1/1984 - 6/1984	1	7/2004	RECYCLE
94W190	Trail Balance / Suspense llisting	1649	4	FY 1992	5	7/2004	RECYCLE
95W1096	MDOT Vouchers	1826	28	1994	3	7/2004	RECYCLE
95W1097	MDOT Manuals	1826	31	FY 1994	2	7/2004	RECYCLE
95W1381	Journal Entry	1649	8	1993	11	7/2004	RECYCLE
95W1464	Suspense - JE Backups	1649	4, 6	FY 1993	2	7/2004	RECYCLE
95W1465	Standard Journal Entries	1649	7, 6, 4	1993	10	7/2004	RECYCLE
96W1511	Payroll Suspense	1649	4	FY 1993	2	7/2004	RECYCLE
97W1275	Vouchers	1809	1		33	7/2004	RECYCLE
98W894	Payroll Journal - Gross & Deductions	1813	7	11/1996 - 3/1997	20	7/2004	RECYCLE
98W895	Payroll Journal & Check Register	1813	7	3/1997 - 11/1997	2	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

RECORDS TRANSMITTAL

AND RECEIPT

26.03.05

Complete at State Records Center *JS*

Accession No.

85W463

Date Received

1-22-85
~~10/30/84~~

From: (Name, Division, Address or Agency)

STATE HIGHWAY ADMINISTRATION
707 N. CALVERT STREET, BALTO.

Signature

Title

Building and Room

ROOM 200

3. Phone

659-1442

4. To: State Records Center

Signature: (Agency Official)

William R. Burdette

6. No. of Co.Pt.

4

Records Location (Center)	8. Box Numbers	9. Description of Records With Inclusive Dates	10. Disposal Authority (Schedule and Item No.)
R-17	1 ✓	HISTORY FILE 3/84 - MAY 84'	1807 907-4 6-04
	2 ✗	R.O.W. HISTORY FILE (ALL ACTIVE PROJECTS AS OF BEGINNING 6-30-82)	" "
S-24	3 ✓	TRIAL BALANCE 11/83 - 5/84	" "
	4 ✗	FIRST PROOF 10/83 - JUNE 84'	907-5 6-04

Disposal
8-10-04

E

JS

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 2902 26.03.05		ACCESSION NO. 85W572	DATE REC'D 3-18-85
b) AGENCY State Highway Administration			
c) DIVISION/UNIT OFFM		LOCATION RANGE 13 243	SECTIONS 12 20
d) MAILING ADDRESS 707 N. Calvert St., Balto., MD 21202		NO OF DU FT 10 1	
e) AGENCY OFFICIAL <i>William Barrett</i>		PHONE NO. 659-1442	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2 BOX NUMBERS	3 DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4 DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1.	DOT Year to Date Gen/Prog. Ledgers; Closing Balances/ Beginning Balance	FY 1982 7/1/81 to 6/30/82	858-16 857
2.	DOT Year to Date Gen/Prog. Ledgers Closing Balances	FY 1982 7/1/81 to 6/30/82	" "
3.	Mileage Reports	July 1982 to June 1984	1826 858-27
4.	Fed. Aid Billing	1/84 to 6/84	9074 "
5.	Closed Projects Athrup		
6.	Equipment Usage Report	April 1984	918-13 "
7.	"	May 1984	" "
8.	"	June 1984	" "
9.	Vehicle Usage Report	April 1984	918-12 "
10.	"	May 1984	" "
	"	June 1984	" "

Box #4 July 2004

* Partial 9/87
BKS-13.5-10

Box #4 Disposal 8-9-04

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 94W190	DATE RECEIVED 8-11-93
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 140	LOCATION SECTIONS 22
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 5	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

- 1. TRIAL BALANCE EVR 34 & 34 OCT, NOV, DEC 92
- 2. ✓ SUSPENSE LISTING EVR 06 JULY, AUG, SEPT FY 92 PAYROLL
- 3. ✓ SUSPENSE LISTING EVR 06 JULY, AUG, SEPT FY 92 ALL SUSPENSE
- 4. ✓ SUSPENSE LISTING EVR 06 OCT, NOV, DEC FY 92 PAYROLL
- 5. ✓ SUSPENSE LISTING EVR 06 OCT, NOV, DEC FY 92 ALL SUSPENSE

1649
~~1022-5 1/2003~~
~~1022-4 1/2003~~
~~1022-4 1/2003~~
~~1022-4 1/2003~~
~~1022-4 1/2003~~
1/04

**Missing
 Box #1*

① - 3/04

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1096	DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 103	LOCATION SECTIONS 24
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 3	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	MDOT VOUCHER 94-001 - 94-015
2	MDOT VOUCHER 94-016 - 94-030
3	MDOT VOUCHER 94-044 - 94-050

1826-28	
858-28	7/2004
858-28	7/2004
858-28	7/2004

Disposal
8/10/04
LJS

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1097		DATE RECEIVED 3-1-95
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 4	LOCATION SECTIONS 5	NO. OF CU. FT. 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER		
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)		

1	MDOT MANUALS & MEMOS 94-031 - 94-052
2	MDOT MANUALS & MEMOS FY 94 94-001 - 94-050

<i>1826-31</i>	
858-31	7/2004
858-31	7/2004

*Disposal
8-9-04*

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1381	DATE RECEIVED 4-26-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 19	LOCATION SECTIONS 2
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 11	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	JOURNAL ENTRY PROOF LIST JUNE ONLY 1993 ✓	¹⁶⁴⁹ 1022-8	7/2002 7/04
2	JOURNAL ENTRY PROOF LIST FEB TO MAY 1993	1022-8	7/2002
3	JOURNAL ENTRY PROOF LIST FEB TO MAY 1993 ✓	1022-8	7/2002
4	JOURNAL ENTRY PROOF LIST NOV. 92 - JAN. 93 ✓	1022-8	7/2002
5	PDM CODES FY 93 JULY 92 - FEB. 93 ✓	1022-9	7/2002
6	GENERAL ENTRY PROOF LIST MARCH & APRIL 1993 ✓	1022-8	7/2002
7	TRIAL BALANCE NOV. 92 - FEB 93 ✓	1022-5	7/2002
8	ALL SUSPENSE JAN - MARCH FY 93 ✓	1022-4	7/2002
9	TRIAL BALANCE MARCH & APRIL 1993	1022-5	7/2002
10	PAYROLL SUSPENSE JAN - MARCH 1993	1022-4	7/2002
11	PDM CODES MARCH - JUNE 1993	1022-9	7/2002

** Missing
Box #2, 9+10*

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W1464		DATE RECEIVED 5-8-95	
B. DIVISION / UNIT Office of Finance and Program Management				RM CODE 26.03.05	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 22	LOCATION 32	SECTIONS 32	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 2			
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER			
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	SUSPENSE - ALL FY93	1649-4	7/2004
2	JE BACKUPS FY93 JULY - SEPT 92	1649-6	7/2004

Disposal
8-10-04

RECORDS TRANSMITTAL AND RECEIPT

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 95W12465	DATE RECEIVED 5-8-95
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26.03.05
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 22	LOCATION SECTIONS 32
D. PHONE NO. 333-1447 Baltimore, Md. 21202		NO. OF CU. FT. 10	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	
1	STANDARD JOURNAL ENTRIES, CONTROL LOG 1990 - 1993	1649-7	7/2004
2	JOURNAL ENTRY BACK-UP MAY 1993	1649-6	7/2004
3	JOURNAL ENTRY BACK-UP DEC. 1992 - JAN 1993	1649-6	7/2004
4	JOURNAL ENTRY BACK-UP JUNE 1993 1ST PART	1649-6	7/2004
5	JOURNAL ENTRY BACK-UP JUNE 1993 - 2ND PART	1649-6	7/2004
6	JOURNAL ENTRY BACK-UP APRIL 1993	1649-6	7/2004
7	JOURNAL ENTRY BACK-UP OCT - NOV 1992 FY93	1649-6	7/2004
8	JOURNAL ENTRY BACK-UP FEB - MARCH 1993	1649-6	7/2004
9	SUSPENCE - FY93 AUG, SEPT, JULY 1992	1649-4	7/2004
10	SUSPENCE - PAYROLL JUNE 1993	1649-4	7/2004

Disposal
8-10-04

R-22

S-32

1 Empty

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. 96W1511	DATE RECEIVED 5-10-96		
B. DIVISION / UNIT Office of Finance and Program Management			RM CODE 26-03-05		
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE 41	LOCATION SECTIONS 13	NO. OF CU. FT. 2	
D. PHONE NO. 333-1447 Baltimore, Md. 21202		RECORDS CENTER MANAGER			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)			

1	ALL SUSPENSE APRIL & MAY FY 93	1649-4	7/2004
2	PAYROLL SUSPENSE APRIL FY 93	1649-4	7/2004

Disposal
8-9-04

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY State Highway Administration		ACCESSION NO. <div style="font-size: 2em; font-weight: bold;">97W1275</div>	DATE RECEIVED <div style="font-size: 1.5em; font-weight: bold;">6-12-97</div>
B. DIVISION / UNIT Office of Finance and Information Technology		RM CODE <div style="font-size: 1.5em; font-weight: bold;">26.03.05</div>	
C. MAILING ADDRESS 707 North Calvert Street Baltimore, Md. 21202		RANGE <div style="font-size: 1.5em; font-weight: bold;">166</div>	LOCATION SECTIONS <div style="font-size: 1.5em; font-weight: bold;">7-8</div>
D. PHONE NO. 545-5685 Baltimore, Md. 21202		NO. OF CU. FT. 33	
E. AGENCY OFFICIAL		RECORDS CENTER MANAGER	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO. DISPOSAL DATE)	

1	VOUCHERS - J7000068 TO J7000200 BOX 1	1809-1	1/2002
2	VOUCHERS - J7000207 TO J7000303 BOX 2	1809-1	1/2002
3	VOUCHERS - J7000305 TO J7000323 BOX 3	1809-1	1/2002
4	VOUCHERS - J7000324 TO J7000366 BOX 4	1809-1	1/2002
5	VOUCHERS - J7000367 TO J7000460 BOX 5	1809-1	1/2002
6	VOUCHERS - J7000461 TO J7000516 BOX 6	1809-1	1/2002
7	VOUCHERS - J7000517 TO J7000624 BOX 7	1809-1	1/2002
8	VOUCHERS - J7000634 TO J7000733 BOX 8	1809-1	1/2002
9	VOUCHERS - J7000734 TO J7000778 BOX 9	1809-1	1/2002
10	VOUCHERS - J7000781 TO J7000873 BOX 10	1809-1	1/2002
11	VOUCHERS - J7000876 TO J7000919 BOX 11	1809-1	1/2002
12	VOUCHERS - J7000921 TO J7001017 BOX 12	1809-1	1/2002
13	VOUCHERS - J7001018 TO J7001082 BOX 13	1809-1	1/2002
14	VOUCHERS - J7001084 TO J7001172 BOX 14	1809-1	1/2002
15	VOUCHERS - J7001174 TO J7001247 BOX 15	1809-1	1/2002
16	VOUCHERS - J7001248 TO J7001292 BOX 16	1809-1	1/2002
17	VOUCHERS - J7001293 TO J7001330 BOX 17	1809-1	1/2002

Disposal

8/11/04

AS

* Missing

Box # 27.32.33 1227

18	VOUCHERS - J7001332 TO J7001387 BOX 18	1809-1	1/2002
19	VOUCHERS - J7001389 TO J7001438 BOX 19	1809-1	1/2002
20	VOUCHERS - J7001442 TO J7001513 BOX 20	1809-1	1/2002
21	VOUCHERS - J7001519 TO J7001541 BOX 21	1809-1	1/2002
22	VOUCHERS - J7001543 TO J7001632 BOX 22	1809-1	1/2002
23	VOUCHERS - J7001633 TO J7001694 BOX 23	1809-1	1/2002
24	VOUCHERS - J7001695 TO J7001735 BOX 24	1809-1	1/2002
25	VOUCHERS - J7001736 TO J7001816 BOX 25	1809-1	1/2002
26	VOUCHERS - J7001820 TO J7001899 BOX 26	1809-1	1/2002
27	VOUCHERS - J7001900 TO J7001961 BOX 27	1809-1	1/2002
28	VOUCHERS - J7001962 TO J7002042 BOX 28	1809-1	1/2002
29	VOUCHERS - J7002043 TO J7002118 BOX 29	1809-1	1/2002
30	VOUCHERS - J7002121 TO J7002183 BOX 30	1809-1	1/2002
31	VOUCHERS - J7002186 TO J7002218 BOX 31	1809-1	1/2002
32	EMERGENCY VOUCHERS J7001106 - 97023664 BOX 1	1809-1	1/2002
33	EMERGENCY VOUCHERS 97025912- 97041322 BOX 2	1809-1	1/2002

1227

R166

S7-8

17 Empty's

5-8-9

Missing

Bx5 27

32

33

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY: State Highway Administration
 B. DIVISION / UNIT: Office of Finance and Information Technology
 C. MAILING ADDRESS: 707 North Calvert Street, Baltimore, Md. 21202
 D. PHONE NO.: 545-5685, Baltimore, Md. 21202
 E. AGENCY OFFICIAL: _____

ACCESSION NO.: 98W894
 DATE RECEIVED: 6-10-98
 RM CODE: 26.03.05
 RANGE: 20
 LOCATION: 6
 SECTIONS: 20
 NO. OF CU. FT.: 20

RECORDS CENTER MANAGER: _____

TO BE COMPLETED AT
STATE RECORDS MANAGEMENT CENTER

2. BOX NUMBERS: _____
 3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES: _____
 4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE): _____

1	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 25 11-20-96 - 12-03-96 BOX 1	°	
2	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 25 11-20-96 - 12-03-96 BOX 105	°	
3	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 26 12-04-96 - 12-17-96 BOX 106	°	
4	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 01 12-18-96 - 12-31-96 BOX 107	°	
5	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 02 01-01-97 - 01-14-97 BOX 108	°	
6	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 03 01-15-97 - 01-28-97 BOX 109	°	
7	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 04 01-29-97 - 02-11-97 BOX 110	°	
8	° PAYROLL JOURNAL -GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 05 02-12-97 - 02-25-97 BOX 111	°	
9	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 06 02-26-97 - 03-11-97 BOX 112	°	
10	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 07 03-12-97 - 03-25-97 BOX 113	°	
11	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 08 03-26-97 - 04-08-97 BOX 114	°	
12	° PAYROLL JOURNAL-GROSS & DEDUCTION	° 1813-7	7/2004
	° PAY 09 04-09-97 - 04-22-97 BOX 115	°	
13	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 01 12-18-96 - 12-31-96 BOX 116	°	
14	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 02 01-01-97 - 01-14-97 BOX 117	°	
15	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 03 01-15-97 - 01-28-97 BOX 118	°	
16	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 04 01-29-97 - 02-11-97 BOX 119	°	
17	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 05 02-12-97 - 02-25-97 BOX 120	°	

Disposal
8-10-04

* MISSING BOX
20

18	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 06 02-26-97 - 03-11-97 BOX 121	°	
19	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 07 03-12-97 - 03-25-97 BOX 122	°	
20	° CPB CHECK REGISTER	° 1813-7	7/2004
	° PAY 08 03-26-97 - 04-08-97 BOX 123	°	

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. A. AGENCY		ACCESSION NO.	DATE RECEIVED
State Highway Administration		98W895	6-10-98
B. DIVISION / UNIT			RM CODE
Office of Finance and Information Technology			26.03.05
C. MAILING ADDRESS		RANGE	NO. OF CU. FT.
707 North Calvert Street		20	6
Baltimore, Md. 21202			2
D. PHONE NO.		RECORDS CENTER MANAGER	
545-5685			
Baltimore, Md. 21202			
E. AGENCY OFFICIAL		TO BE COMPLETED AT	
		STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE ITEM NO., DISPOSAL DATE)	

- | | | | |
|---|--|-----------|---------|
| 1 | ° PAYROLL JOURNAL & CHECK REGISTER 11-1-97 | ° 1813-7- | —6-2004 |
| | ° THRU 3-1-97 BOX 1 | ° | |
| 2 | ° PAYROLL JOURNAL & CHECK REGISTER 3-9-97 | ° 1813-7- | —6-2004 |
| | ° THRU 4-22-97 BOX 2 | ° | |

7/2004

Disposal
8-10-04

26.03.07 MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
State Highway Administration Office of Material & Research		
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.				
96W42	Contracts	925	1	1994	10	7/2004	RECYCLE
96W1774	Contracts	925	1	1994	32	7/2004	RECYCLE
97W1046	Contracts	925	1	1995	2	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

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 878, JESSUP, MD. 20794 (TELEPHONE - 703-1373)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 2902:7300 MARYLAND STATE HIGHWAY ADMINISTRATION	ACCESSION NO. 96W42	DATE REC'D 8-11-95
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH	LOCATION RANGE SECTION(S) 142 18-19	CON CODE 26.03.07
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD. 21022	NO. OF CU. FT. 10 RECORDS CENTER MANAGER Paul Lamberson / ry TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
D. PHONE NO. 321-3584		
E. AGENCY OFFICIAL BETTY PATTERSON, SERVICES SPECIALIST		

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
592-601	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	Sch # 925 Retain for seven years from date sent to records center, then destroy Item # 1 July 2002 Disposal 8-11-84

COMPLETED FILE SCHEDULE 925 BOX 592

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
A721-951-612	02-15-94
A749-502-685	11-15-93
A757-501-680	01-13-94
A759-501-677	12-28-93
A760-501-677	05-04-94

COMPLETED FILE SCHEDULE 925 BOX 601

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

G519-501-623

COMPLETED DATE

12-30-94

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 2902:7300 1. MARYLAND STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 96W1774	DATE REC'D 6-27-96
B. DIVISION/UNIT OFFICE OF MATERIALS AND RESEARCH			RM CODE 26.0307
C. MAILING ADDRESS 2323 WEST JOPPA ROAD BROOKLANDVILLE, MD 21022		LOCATION RANGE SECTION(S) 173 23	NO. OF CU. FT. 32
D. PHONE NO. 321-3584		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL <i>Betty Patterson</i> BETTY PATTERSON, PERSONNEL MANAGER		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS.	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO., DISPOSAL DATE
499 THRU 530	Record center boxes arranged alphabetically by contract code number. No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	# 925 # 1 Retain for seven years from date sent to record center then destroy. 7/03 7/03 DISPOSAL 8/11/03 7/03 <i>[Signature]</i>

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 2902:7300		ACCESSION NO.	DATE REC'D
1. MARYLAND STATE HIGHWAY ADMINISTRATION		97W1046	4-28-97
B. DIVISION/UNIT			RM CODE
OFFICE OF MATERIALS AND RESEARCH			26.03.07
C. MAILING ADDRESS		LOCATION	NO. OF CU. FT.
2323 WEST JOPPA ROAD		RANGE SECTION(S)	
BROOKLANDVILLE, MD 21022		34 18	2
D. PHONE NO.		RECORDS CENTER MANAGER	
321-3584			
E. AGENCY OFFICIAL		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
BETTY PATTERSON, PERSONNEL MANAGER			
2. BOX NUMBERS.	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE ITEM NO., DISPOSAL DATE	
750	Record center boxes arranged alphabetically by contract code number.	# 925	
751	No filing equipment was released by this transfer. However, our previous critically crowded filing space is now orderly and workable for efficient operation of our contract filing section for at least one year after completion.	# 1	
		Retain for seven years from date sent to record center then destroy.	
		7/04	
		Disposal	
		8-9-04	

Sent
12/6/96

COMPLETED FILE SCHEDULE 925 BOX 750

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

<u>CONTRACT NUMBER</u>	<u>COMPLETED DATE</u>
SHRP	1995
Problem Solver Team	1995
Mid-Level Mgmt. Team	1995
Frequency Testing Team (E. Pick - G. Rushton)	1995
CPPI Bridge Team (G. Rushton - R. Cullen)	1995
Statewide Clearance Team (D. Ambrose - G. Rushton)	1995
Dist. #7 Clearance Team (D. Rose, J. Shipley, G. Rushton)	1995
Multi-Layer Paint Dist. #2	1995
Multi-Layer Paint Dist. #6	1995

COMPLETED FILE SCHEDULE 925 BOX 751

STORED IN HALL OF RECORDS

COMPLETED CONTRACTS

CONTRACT NUMBER

COMPLETED DATE

Structures Inspection Team (R. Cullen/ G. Rushton/ Staff Engr.)	1995
Pavement Inspection Team (N. Drexel/ G. Rushton/ Staff Engr.)	1995
Pavement Testing Team (G. Shah/ G. Rushton/ Staff Engr./ Includes FTT early) days.	1995
ICET Information (G. Rushton)	1995
Galvanizing Info.	1995
Understanding Specs.	1995
Statistics	1995

26.03.10	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
State Highway Administration Office of Counsel			
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.				
88W851	Contracts Bid Tabulations	408	2	1979 - 1982	29	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 878, JOHNSON, MD. 20734 (TELEPHONE - 703-1370)

INSTRUCTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

1. AGENCY CODE 29.02.01		26.03.10	ACCESSION NO. 88W851	DATE REC'D 3-9-88
2. AGENCY State Highway Administration				
3. DIVISION/LAW Office of Counsel - 11.0			LOCATION - FLOOR 7	SECTION 15
4. MAILING ADDRESS 707 N. Calvert Street Baltimore, Maryland 21202				NO. OF DU. PT 29
5. AGENCY OFFICIAL Louisa Goldstein		PHONE NO. 333-1408	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

A. BOX NUMBERS	B. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	C. DISPOSAL AUTHORITY (SERIALS, ITEM NO., DISPOSITION DATE)
I-29	State Highway Administration Contracts Bid Tabulations - 1979 - 1982	408 #2
	P 559-501-385 M 243-501-377	1103
	P 556-501-377 M 244-501-377	7/04
	P 598-501-876 M 232-000-377	
	M 249-501-385 M 214-501-385	
	HQ 552-501-772 HO 587-501-778	
	HO 558-501-772 HO 591-501-772	
	HO 548-501-775 HO 589-501-776	
	HQ 550-501-772 HO 608-501-777	
	HO 549-726-714 HO 609-501-777	
	HO 549-502-714 P 565-501-372	
	HO 559-501-785 P 563-501-385	
	HO 566-501-785 HO 605-501-785	
	HO 576-501-777 HO 519-501-777	
	HO 576-501-777 HO 521-501-777	
	HO 559-501-785 P 323-004-385	
	HO 582-501-785 HO 546-501-714	
	HO 583-501-785 HO 545-501-776	
	HO 584-501-785 HO 547-451-712	
	HO 585-501-785 HO 554-451-724	
	HO 577-501-777 M 246-501-385	
	HO 578-501-785 M 247-501-377	
	K 386-501-214 M 127-000-376	
	K 342-001-271 K 363-501-276	
	K 364-501-277 M 300-501-385	
	K 368-501-277 M 290-501-377	
	K 385-501-277 M 393-501-381	
	K 395-501-285 M 401-151-372	
	K 389-501-285 M 241-501-377	
	K 387-501-214	
	K 384-501-277	

DISPOSAL
8/11/04
LBS

26.03.11	MDOT
Reporting Agency	
State Highway Administration Traffic Engineering	
Division or Unit	

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

Prepare in duplicate

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

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.				
97W561	Drawings for Traffic Signals	1442	1 - 8	<i>1991</i>	1	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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. STATE HIGHWAY ADMINISTRATION		ACCESSION NO. 97W561	DATE REC'D 11-12-96
B. DIVISION/UNIT TRAFFIC ENGINEERING			RM CODE 26.03.11
C. MAILING ADDRESS 7491 CONNOLLY DRIVE HANOVER, MD 21076		LOCATION RANGE SECTION(S) 112 9	NO. OF CU. FT. 1
D. PHONE NO. 410-787-4070		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL REGINALD T. THOMPSON		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	<p>DRAWINGS FOR TRAFFIC SIGNALS</p> <p> # 46 # Package # 46</p>	<p>SCH. #1442 ITEM #1 -8 JULY 2003 2/03 Disposal 8-11-04</p>

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

ROLL 46

AGENCY STATE HIGHWAY ADMINISTRATION		ACCESSION NO.	DATE REC'D
DIVISION/UNIT TEEN (TRAFFIC ENGINEERING)		FORM CODE	
MAILING ADDRESS 7491 CONNELEY DRIVE HANOVER MD. 21076		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. 410-787-4070		RECORDS CENTER MANAGER	
AGENCY OFFICIAL REGINALD THOMPSON		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	MD 253 @ WASHINGTON ST. TS# 3477A	1442
2	MD 146 @ MD 145 TS# 917C	
3	MD 528 (COASTAL HIGHWAY) @ 120 TH ST. (TS# 1254D)	
4	US 301 AND BILLINGSLEY RD. (TS# 2484A)	
5	REL. MD 194 (WOODSBORO BYPASS) AND MD 550 (TS# 3131)	
6	MD 543 @ REDFIELD RD. (TS# 3515)	
7	" " " " " " " "	
8	MD 924 (EMMURTON RD.) @ ENTRANCE TO CONSTANT FRIENDSHIP SHOPPING CIR / WOODSDALE RD. TS# 2241B	
9	MD 378 (BALTO. AVE.) AND N. DIVISION STREET (TS# 3479)	
10	US 301 @ MD 302 TS# 939A	
11	BENFIELD BLVD. EXT. @ I-97 (SB) ON RAMP TS# 3442	
12	MD 64 @ MD 77 (TS# 1533C)	
13	MD 214 @ BEARDS POINT / BRICK CHURCH RD (TS# 3439)	

PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

ROLL 46

AGENCY STATE HIGHWAY ADMINISTRATION		ACCESSION NO.	DATE REC'D
DIVISION/UNIT TRAFFIC ENGINEERING		RM CODE	
MAILING ADDRESS 7491 CONNELLEY DRIVE HANOVER, MD 21076		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. 410-787-4070		RECORDS CENTER MANAGER	
AGENCY OFFICIAL REGINALD THOMPSON		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
42	U.S. 1 (NORTHROCKINGHAM) @ MAIN ST. (TS#-1545)	1442
43	U.S. 1 AND MULBERRY ST. (TS#-2040)	↓
44	U.S. 1 @ CHERRY LANE (TS#-1236)	
45	U.S. 1 @ MONTGOMERY ST. (TS#-2228B)	

26.03.15 MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency		
State Highway Administration Office of Maintenance / Equipment 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 <small>(Same Title as listed on Schedule)</small>	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
96W43	Budget Requisitions / Accident Reports	1642	5, 1	FY 1986	3	7/2004	RECYCLE

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

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

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

E

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 1. 29.02.01	26.03.15	ACCESSION NO. 96W43	DATE REC'D 8-11-95
b) AGENCY MDOT - State Highway Administration		LOCATION - RANGE 129	
c) DIVISION/UNIT Office of Maintenance/Equipment Division			
d) MAILING ADDRESS 7491 Connelley Drive Hanover, Maryland 21076		SECTIONS 26	NO. OF CU. FT. 3
e) AGENCY OFFICIAL David J. Coyne		PHONE NO. (410) 582-5575	
TO 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	Requisitions (Budget 1986)	Schedule 1642, Item 5 January 1997
2	Requisitions (Budget 1985-86)	Schedule 1642, Item 5 January 1997
3	Accident Reports (January 1986 through December 1986)	Schedule 1642, Item 1 January 1997
		DISPOSAL 8/11/04 LJS

26.03.20	MDOT	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
State Highway Administration Administrator's Office			
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.				
98W729	Pinks / General Correspondence Files	1872	1	1992	12	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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DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE: 410-799-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type or Print Clearly All Entries

1. A. Agency: State Highway Administration	Accession No. 98W729	Date Rec'd <u>4-15-98</u>
B. Division/ Unit: Administrator's Office		RM Code 26.03.20
C. Mailing Address P.O. Box 717 Baltimore, MD 21203-0717	Location Range Section(s) 111 25-26	No. of Cu. Ft. 12
D. Phone No. 410-545-0403	Records Center Manager	
E. Agency Official Gerry Fletcher	To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule No., Item No. & Disposal Date
1	1992 PINKS: A - M	Sched. # 1872 Item #1 Disposal Date: <u>1/03</u> December 31, 2002
2	1992 PINKS: Mc - Z	same
3	1992 GENERAL CORRESP. FILES: "AASHTO" > "Chief Engineer"	same
4	1992 GENERAL CORRESP. FILES: "Claims" > "Funding-Part 2"	same
5	1992 GENERAL CORRESP. FILES: "Goals" > "Motor Carrier"	same
6	1992 GENERAL CORRESP. FILES: "NASHTO" > "Noise-Part 3"	same
	--CONTINUED ON NEXT PAGE--	

DGS 550-5 (Rev. 12/88) USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

SHA PC File Reference: (Bonnie Ford: c:\msoffice\winword\general\tr&rec-4.doc)

Disposal
8-11-04

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule No., Item No. & Disposal Date
7	1992 GENERAL CORRESP. FILES: "Out-of-State Travel" > "Shute"	Sched. # 1872 Item #1 Disposal Date: December 31, 2001
8	1992 GENERAL CORRESP. FILES: "Signs" > "Washington Bypass"	same
9	1992 GENERAL CORRESP. FILES: "Weight" > "Year 2000" 1992 SPECIAL CORRESP. FILES: "Osborne", "Stone", "Zentz" and "Agro"	same
10	1992 COUNTY CORRESP. FILES: "Anne Arundel Co." > "Carroll County"	same
11	1992 COUNTY CORRESP. FILES: "Cecil" > "Montgomery-Part 1"	same
12	1992 COUNTY CORRESP. FILES: "Montgomery County - Part 2" > "Worcester"	same

SHA PC File Reference: (Bonnie Ford: c:\msoffice\winword\general\tr&rec-4.doc)

26.03.22	MDOT
Reporting Agency	
State Highway Administration Office of Audits	
Division or Unit	

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

Prepare in duplicate

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

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.				
03W914	Pre Contracts	2262	1	2000	13	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

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. State Highway Administration		ACCESSION NO. 03W914	DATE REC'D 5-6-03
B. DIVISION/UNIT Office of Audits			RM CODE 26.03.22
C. MAILING ADDRESS 707 N. Calvert Street, Mailstop C-408 Baltimore, MD 21202		LOCATION RANGE SECTION(S) 142 29	NO. OF CU. FT. 13
D. PHONE NO. 410-545-8703 Baltimore, MD 21202		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gordon Kennard, Jr.		TO 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	Precontracts 2000 (#1-5, 10, 14-18, 22)	<i>Scheff</i>	2262 7/2004
2	Precontracts 2000 (#11-13, 19-21, 51-54)		2262 7/2004
3	Precontracts 2000 (#23-33)		2262 7/2004
4	Precontracts 2000 (#6, 9, 32, 34-39)		2262 7/2004
5	Precontracts 2000 (#40-48, 103, 106)		2262 7/2004
6	Precontracts 2000 (#56-65)		2262 7/2004
7	Precontracts 2000 (#61-76)		2262 7/2004
8	Precontracts 2000 (#78-86)		2262 7/2004
9	Precontracts 2000 (#87-98)		2262 7/2004
10	Precontracts 2000 (#99-106)		2262 7/2004
11	Precontracts 2000 (#107-118)		2262 7/2004
12	Consultant MBE 2000 Project		2262 7/2004
13	Consultant MBE 2000 Project		2262 7/2004
		<i>Item #1</i>	<i>DISPOSAL</i> <i>8/10/04</i> <i>WJG</i>

27:01	TREA	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
State Treasurer's Office - Insurance Div.			
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.				
01W447	Insurance Claim Files	1529	4 B	1997	51	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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DGS 550-2 (Rev. 1/93)

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY State Treasurer's Office	ACCESSION NO. 01W447	DATE REC'D 11-17-00
DIVISION/UNIT Insurance	RM CODE 27.01	
FILING ADDRESS 80 Calvert Street, Room 109 Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 41 31-32	NO. OF CU. FT. 51
PHONE NO. (410) 260-7024	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Judy Smith	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

X BERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
2	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
3	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
4	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
5	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
6	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
7	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
8	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
9	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
10	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04

Disposal
8-9-04

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 706-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY State Treasurer's Office	ACCESSION NO.	DATE REC'D
DIVISION/UNIT Insurance	RM CODE	
MAILING ADDRESS 30 Calvert Street, Room 109 Annapolis, Maryland 21401	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. (410) 260-7024	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Judy Smith	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

SERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
11	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
12	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
13	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
14	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
15	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
16	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
17	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
18	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
19	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04
20	1997 INSURANCE CLAIM FILES	1529, 48 7/31/04

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 798-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY State Treasurer's Office	ACCESSION NO.	DATE REC'D
DIVISION/UNIT Insurance		RM CODE
MAILING ADDRESS 80 Calvert Street, Room 109 Annapolis, Maryland 21401	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. (410) 260-7024	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Judy Smith	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
21	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
22	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
23	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
24	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
25	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
26	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
27	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
28	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
29	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
30	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 796-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY State Treasurer's Office	ACCESSION NO.	DATE REC'D
DIVISION/UNIT Insurance		RM CODE
MAILING ADDRESS 80 Calvert Street, Room 109 Annapolis, Maryland 21401	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. (410) 260-7024	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Judy Smith	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
31	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
32	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
33	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
34	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
35	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
36	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
37	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
38	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
39	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
40	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 796-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

AGENCY State Treasurer's Office	ACCESSION NO.	DATE REC'D
DIVISION/UNIT Insurance	RM CODE	
MAILING ADDRESS 30 Calvert Street, Room 109 Annapolis, Maryland 21401	LOCATION RANGE SECTION(S)	NO. OF CU. FT.
PHONE NO. (410) 260-7024	RECORDS CENTER MANAGER	
AGENCY OFFICIAL Judy Smith	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

X SERIES	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
11	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
12	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
13	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
14	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
15	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
16	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
17	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
18	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
19	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
50	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04
51	1997 INSURANCE CLAIM FILES	1529, 4B 7/31/04

R-41
J-31-32

(R-413-32)
(2 SPACES)

28.01.05	UNIV	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
University of Maryland at Baltimore Financial 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.				
93W94	General Accounting Records	2302	1	FY 1988	171	7/2004	RECYCLE
94W985	General Accounting Records	2302	1	FY 1993	29	7/2004	RECYCLE
98W699	General Accounting Records	2302	1	FY 1997	36	7/2004	RECYCLE
99W1031	General Accounting Records	2302	1	FY 1995	12	7/2004	RECYCLE
99W1033	General Accounting Records	2302	1	FY 1996	39	7/2004	RECYLCE
99W1034	General Accounting Records	2302	1	FY 1997	224	7/2004	RECYCLE
99W1035	General Accounting Records	2302	1	FY 1998	49	7/2004	RECYCLE
00W843	General Accounting Records	2302	1	FY 1998	157	7/2004	RECYCLE
00W844	General Accounting Records	2302	1	FY 1997	46	7/2004	RECYCLE
00W845	General Accounting Records	2302	1	FY 1999	57	7/2004	RECYCLE
02W249	General Accounting Records	2302	1	FY 1999	204	7/2004	RECYCLE
02W250	General Accounting Records	2302	1	FY 2000	134	7/2004	RECYCLE
02W852	General Accounting Records	2302	1	FY 2000	74	7/2004	RECYCLE
02W852	General Accounting Records	2302	1	FY 2000	105	7/2004	RECYCLE
02W853	General Accounting Records	2302	1	FY 1999	41	7/2004	RECYCLE
02W854	General Accounting Records	2302	1	FY 2001	38	7/2004	RECYCLE
02W855	General Accounting Records	2302	1	FY 1998	2	7/2004	RECYCLE
02W856	General Accounting Records	2302	1	FY 1997	11	7/2004	RECYCLE
04W645	General Accounting Records	2302	1	FY 2001	139	7/2004	RECYCLE
04W647	General Accounting Records	2302	1	FY 2000	20	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

E

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

RTR-4

1. AGENCY CODE 36.02.21		28.01.05		ACCESSION NO. 93W94	DATE RECD 8-3-92
AGENCY University of Maryland at Baltimore		DIVISION / UNIT Financial Services		LOCATION - RANGE 129	SECTIONS 22 -26
MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		AGENCY OFFICIAL <i>Wayne F. Allen</i> Wayne F. Allen		PHONE NO. (410) 328-7295	
				RECORDS CENTER MANAGER	
				NO. OF CU FT 171	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	General Accounting Records (1197-A-1) FY1988 Boxes 1-171 Disposal Date: 6/30/95 SEE ATTACHED SCHEDULE <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> Deleted from D Base To be Marked the Log Book </div>	# 1197-1129 # 1 2302 7/98 * Partial - 7/98 Boxes - 1-116, + 139-171 7/98 7/03 Disposal 3/04
	Disposal 8-12-04	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 706-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

RTR-4

1. AGENCY CODE 36.02.21		28.01.05		ACCESSION NO. 93W94	DATE REC'D 8-3-92
AGENCY University of Maryland at Baltimore		DIVISION / UNIT Financial Services		LOCATION - RANGE 129	SECTIONS 22 -26
MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		AGENCY OFFICIAL <i>Wayne F. Allen</i> Wayne F. Allen		PHONE NO. (410) 328-7295	
				RECORDS CENTER MANAGER	
				NO. OF CU FT 171	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	General Accounting Records (1197-A-1) FY1988 Boxes 1-171 Disposal Date: 6/30/95 SEE ATTACHED SCHEDULE	# 1197-1129 # 1 2302 7/98 * Partial - 7/98 Boxes - 1-116, + 139-171 7/98 7/03 Disposal 3/04
	Disposal 8-12-04	

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES;

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
u 1	A/P STARS BATCHES A12800 - A22979 FY 1988 (1)	1197A-1	1	6/30/95
u 2	A/P AD018 NOV 1987 - FEB 1988 FY 1988 (2)	"	"	6/30/95
u 3	A/P BATCHES FY 1988 (3)	"	"	6/30/95
u 4	A/P MISC. REPORTS FY 1988 (4)	"	"	6/30/95
u 5	A/P MISC. REPORTS FY 1988 (5)	"	"	6/30/95
u 6	A/P GENERAL DOLLAR - A/P PD END FY 1988 (6)	"	"	6/30/95
u 7	A/P BATCH A31401 MARCH 1987 - JULY 1987 FY 1988 (8)	"	"	6/30/95
u 8	A/P STARS BATCHES A12980 - A22800 FY 1988 (9)	"	"	6/30/95
u 9	A/P AD018 JULY 1986 - NOV 1986 FY 1988 (10)	"	"	6/30/95
u 10	A/P STARS LISTING JAN 1987 - JUNE 1987 FY 1988 (11)	"	"	6/30/95
u 11	A/P STARS LIST NOV 3 - DEC 16, 1986; DEC 1986 - FEB 1987 FY 1988 (12)	"	"	6/30/95
u 12	A/P A30401 JULY 14-18, 1986; SEPT 18 - OCT 31, 1986 FY 1988 (13)	"	"	6/30/95
u 13	A/P AD010 DAILY LOGS A22500 - A22799; STARS LIST MAY 12, 1987 FY 1988 (14)	"	"	6/30/95
u 14	A/P AD010 DAILY LOGS A12400 - A22499 FY 1988 (15)	"	"	6/30/95
u 15	A/P BATCHES A32553 - A32607 FY 1988 (16)	"	"	6/30/95
u 16	A/P BATCHES A32451 - A32553 FY 1988 (17)	"	"	6/30/95
u 17	A/P BATCHES A32697 - A32734 FY 1988 (18)	"	"	6/30/95
u 18	A/P BATCHES A32698 - A32699 FY 1988 (19)	"	"	6/30/95
u 19	A/P BATCHES A32566 - A32449 FY 1988 (20)	"	"	6/30/95
u 20	A/P BATCHES A32271 - A32365 FY 1988 (21)	"	"	6/30/95

h 21	A/P BATCHES A42781 - A52209 FY 1988 (22)	"	"	6/30/95
h 22	A/P BATCHES A42681 - A42761 FY 1988 (23)	"	"	6/30/95
h 23	A/P BATCHES A32773 - A42615 FY 1988 (24)	"	"	6/30/95
h 24	A/P BATCHES A32774 - A32794 FY 1988 (25)	"	"	6/30/95
h 25	A/P BATCHES A32905 - A32934 FY 1988 (26)	"	"	6/30/95
h 26	A/P BATCHES A12977 - A22636 FY 1988 (27)	"	"	6/30/95
h 27	A/P BATCHES A42121 - A42213 FY 1988 (28)	"	"	6/30/95
h 28	A/P BATCHES A42214 - A42301 FY 1988 (29)	"	"	6/30/95
h 29	A/P BATCHES A12800 - A12852 FY 1988 (30)	"	"	6/30/95
h 30	A/P BATCHES A12853 - A12901 FY 1988 (31)	"	"	6/30/95
h 31	A/P BATCHES A42501 - A42120; A12963 - A12969 FY 1988 (32)	"	"	6/30/95
h 32	A/P BATCHES A12902 - A12962 FY 1988 (33)	"	"	6/30/95
h 33	A/P A J STAT. FOR 760736 FY 1988 (34)	"	"	6/30/95
h 34	A/P BATCHES A52269 - A52279 FY 1988 (35)	"	"	6/30/95
h 35	A/P BATCHES A52144 - A52268 FY 1988 (36)	"	"	6/30/95
h 36	A/P BATCHES A52154 - A52195 FY 1988 (37)	"	"	6/30/95
h 37	A/P BATCHES A42302 - A42309; A52056 - A52153 FY 1988 (38)	"	"	6/30/95
h 38	A/P BATCHES A12585 - A12651 FY 1988 (41)	"	"	6/30/95
h 39	A/P BATCHES A12518 - A12584 FY 1988 (42)	"	"	6/30/95
h 40	A/P A J STATIONARY FY 1988 (154)	"	"	6/30/95
h 41	A/P COMPLETES MA - ORGANON FY 1988 (172)	"	"	6/30/95
h 42	A/P MARYLAND - MANPOWER FY 1988 (173)	"	"	6/30/95
h 43	A/P PURITAN FY 1988 (174)	"	"	6/30/95
h 44	A/P PIS - PRO FY 1988 (175)	"	"	6/30/95
h 45	A/P SC - BK FY 1988 (176)	"	"	6/30/95
h 46	A/P RITTENHOUSE - 56 FY 1988 (177)	"	"	6/30/95

η 47	A/P COMPLETES MILLIPORE - OPELCO FY 1988 (176)	"	"	6/30/95
η 48	A/P COMPLETES METRO - MOLE FY 1988 (179)	"	"	6/30/95
η 49	A/P COMPLETES SIGMA (#736 - 758) FY 1988 (180)	"	"	6/30/95
η 50	A/P COMPLETES SIGMA (#990 - 735) FY 1988 (181)	"	"	6/30/95
η 51	A/P COMPLETES RESEARCH PROD - RIDGE FY 1988 (182)	"	"	6/30/95
η 52	A/P COMPLETES RA - RET FY 1988 (183)	"	"	6/30/95
η 53	A/P COMPLETES TA - THOMAS SCI FY 1988 (184)	"	"	6/30/95
η 54	A/P COMPLETES STAFF BUILD - SYNTONIC FY 1988 (185)	"	"	6/30/95
η 55	A/P COMPLETES STA - STAFF BUILD FY 1988 (186)	"	"	6/30/95
η 56	A/P COMPLETES SIGMA (#759 - A158331) FY 1988 (187)	"	"	6/30/95
η 57	A/P COMPLETES VWR (085800 - 087399) FY 1988 (188)	"	"	6/30/95
η 58	A/P COMPLETES VWR (086055 - 086799) FY 1988 (189)	"	"	6/30/95
η 59	A/P COMPLETES USA SCI - VWR (080 - 085) FY 1988 (190)	"	"	6/30/95
η 60	A/P COMPLETES TI - UMBC BOOKSTORE FY 1988 (191)	"	"	6/30/95
η 61	A/P COMPLETES VWR (728000 - 759999) FY 1988 (192)	"	"	6/30/95
η 62	A/P COMPLETES VWR (088500 - 727999) FY 1988 (193)	"	"	6/30/95
η 63	A/P COMPLETES VWR (088500 - 088499) FY 1988 (194)	"	"	6/30/95
η 64	A/P COMPLETES VWR (087400 - 087999) FY 1988 (195)	"	"	6/30/95

η 65	A/P DAILY DIAG A42410 - A52043; A62067 - A62757 FY 1988 (196)	"	"	6/30/95
η 66	A/P STARS A30401 NOV. 1-17, 1988; DAILY DIAG A32500 - A42073 FY 1988 (197)	"	"	6/30/95
η 67	A/P ENG DOT - DEC 1987; JUL - AUG 1988; SEPT 1988 - MAR 1989 FY 1988 (200)	"	"	6/30/95
η 68	A/P STARS A30401 FEB. 17-28, 1988; NOV. 1-13, 1987; SEPT. 1987 FY 1988 (202)	"	"	6/30/95
η 69	A/P STARS A30401 OCT. 1-27, 1987; NOV. 13-30, 1987 FY 1988 (203)	"	"	6/30/95
η 70	A/P COMPLETES CHARLES RIVER - CDMU FY 1988 (204)	"	"	6/30/95
η 71	A/P COMPLETES CB - CHU FY 1988 (205)	"	"	6/30/95
η 72	A/P COMPLETES BIOBAD - CI FY 1988 (206)	"	"	6/30/95
η 73	A/P COMPLETES BETHESDA RESEARCH - BALTO. PHOTO FY 1988 (207)	"	"	6/30/95
η 74	A/P DAILY DIAG REPORT A22290 - A22589; DAILY DIAG REPORT A12623 - A42052; JV'S 1987-1988 FY 1988 (208)	"	"	6/30/95
η 75	A/P COMPLETES DE - DRY ICE FY 1988 (209)	"	"	6/30/95
η 76	A/P COMPLETES CARL MESS. - DN FY 1988 (210)	"	"	6/30/95
η 77	A/P COMPLETES CON - COSTAR FY 1988 (211)	"	"	6/30/95
η 78	A/P COMPLETES FED EXP - GO FY 1988 (212)	"	"	6/30/95
η 79	A/P COMPLETES EXXON - FRIENDS MED FY 1988 (213)	"	"	6/30/95
η 80	A/P COMPLETES EASTERN - EM FY 1988 (214)	"	"	6/30/95
η 81	A/P COMPLETES HYCLONE - INMAC FY 1988 (216)	"	"	6/30/95
η 82	A/P COMPLETES HEALTHCO - KB BAKERY FY 1988 (217)	"	"	6/30/95
η 83	A/P COMPLETES HA - HEWLETT FY 1988 (218)	"	"	6/30/95
η 84	A/P COMPLETES GIBCO - BZ FY 1988 (219)	"	"	6/30/95

785	A/P COMPLETES MS BINKS - NIK FY 1988 (220)	"	"	6/30/95
786	A/P COMPLETES LA - LY FY 1988 (221)	"	"	6/30/95
787	A/P COMPLETES J W COLLINS - KEARY FY 1988 (222)	"	"	6/30/95
788	A/P COMPLETES INTERNAT'L - J W COLLINS FY 1988 (223)	"	"	6/30/95
789	A/P COMPLETES PF - PIERCE CHEM FY 1988 (224)	"	"	6/30/95
790	A/P COMPLETES NEW ENGLAND - PIM FY 1988 (225)	"	"	6/30/95
791	A/P COMPLETES NY - NEW ENGLAND FY 1988 (226)	"	"	6/30/95
792	A/P COMPLETES MARY MERVIS - NU FY 1988 (227)	"	"	6/30/95
793	A/P COMPLETES XEROX 727446 FY 1988 (228)	"	"	6/30/95
794	A/P COMPLETES WI - XE FY 1988 (229)	"	"	6/30/95
795	A/P COMPLETES WAS - WHITAKER FY 1988 (230)	"	"	6/30/95
796	A/P COMPLETES VWR 760000 - NAT FY 1988 (231)	"	"	6/30/95
797	A/P NUMERICAL 784000 - 986999 FY 1988 (232)	"	"	6/30/95
798	A/P NUMERICAL 980500 - 983999 FY 1988 (233)	"	"	6/30/95
799	A/P NUMERICAL 977000 - 980499 FY 1988 (234)	"	"	6/30/95
7100	A/P NUMERICAL 954795 - 976999 FY 1988 (235)	"	"	6/30/95
7101	A/P MEMOS DELAY CODES. BARNES & NOBLE YE CLOSE. DUF PAY. ADDS DNS HOSF GIU (GAIL'S) FY 1988 (236)	"	"	6/30/95
7102	A/P OPEN REW DELAY CODES SYSTEM (GAIL'S) FY 1988 (237)	"	"	6/30/95

η 103	A/P LAW LIB CANCELLED CHECKS LEASES FY 1988 (238)	"	"	6/30/95
η 104	A/P POSTAGE REC: HSL WASHINGTON POST FY 1988 (239)	"	"	6/30/95
η 105	A/P STARS A30401 MAR. 19-31, 1988; A30495 NOV. 1987 FY 1988 (240)	"	"	6/30/95
η 106	A/P STARS A30401 APR. 1-14, 1988; FEB. 1988 FY 1988 (241)	"	"	6/30/95
η 107	A/P STARS A30401 FEB. 1-11, 1988; NOV. 22-30, 1987; JAN. 1988 FY 1988 (242)	"	"	6/30/95
η 108	A/P COMPLETES AMER. PAGING - AMER. T FY 1988 (283)	"	"	6/30/95
η 109	A/P COMPLETES AT - ANGELICA FY 1988 (284)	"	"	6/30/95
η 110	A/P COMPLETES ALL TECH - AR FY 1988 (285)	"	"	6/30/95
η 111	A/P COMPLETES ALBERT BUNTHER - ANN MARC FY 1988 (286)	"	"	6/30/95
η 112	A/P COMPLETES BR3 - BECKMAN FY 1988 (288)	"	"	6/30/95
η 113	A/P COMPLETES B1 - BOEBRINGER FY 1988 (289)	"	"	6/30/95
η 114	A/P COMPLETES ARUNDEL (718) - BA - BK FY 1988 (290)	"	"	6/30/95
η 115	A/P COMPLETES A S ABELL (763721) - ARUNDEL FY 1988 (291)	"	"	6/30/95
η 116	A/P COMPLETES AM SCI - A S ABELL (A15388) FY 1988 (292)	"	"	6/30/95
η 117	R1 FY 1988	"	"	6/30/95
η 118	R2 FY 1988	"	"	6/30/95
η 119	R3 FY 1988	"	"	6/30/95
η 120	R4 FY 1988	"	"	6/30/95
η 121	R5 FY 1988	"	"	6/30/95
η 122	R6 FY 1988	"	"	6/30/95

η 121	R7 FY 1988	"	"	6/30/95
η 124	R8 FY 1988	"	"	6/30/95
η 125	R9 FY 1988	"	"	6/30/95
η 126	R10 FY 1988	"	"	6/30/95
η 127	R11 FY 1988	"	"	6/30/95
η 128	R12 FY 1988	"	"	6/30/95
η 129	R13 FY 1988	"	"	6/30/95
η 130	R14 FY 1988	"	"	6/30/95
η 131	R15 FY 1988	"	"	6/30/95
η 132	R16 FY 1988	"	"	6/30/95
η 133	R17 FY 1988	"	"	6/30/95
η 134	R18 FY 1988	"	"	6/30/95
η 135	R19 FY 1988	"	"	6/30/95
η 136	R20 FY 1988	"	"	6/30/95
η 137	R21 FY 1988	"	"	6/30/95
η 138	R22 FY 1988	"	"	6/30/95
η 139	LOAN COLLECTIONS - HPL PIF 1987-1988 A-C	"	"	6/30/95
η 140	LOAN COLLECTIONS - HPL PIF 1987-1988 D-J	"	"	6/30/95
η 141	LOAN COLLECTIONS - HPL PIF 1987-1988 K-Q	"	"	6/30/95
η 142	LOAN COLLECTIONS - HPL PIF 1987-1988 R-T	"	"	6/30/95
η 143	LOAN COLLECTIONS - HPL PIF 1987-1988 U-Z	"	"	6/30/95
η 144	STATEMENT OF PAYROLL CHARGES PP 5-7 FY 1988 (41)	"	"	6/30/95
η 145	STATEMENT OF PAYROLL CHARGES PP 15-18 FY 1988 (56)	"	"	6/30/95
η 146	STATEMENT OF PAYROLL CHARGES PP 19-21 FY 1988 (57)	"	"	6/30/95
η 147	STATEMENT OF PAYROLL CHARGES PP 25-26 (GRANT) FY 1988 (65)	"	"	6/30/95

η 148	STATEMENT OF PAYROLL CHARGES PP 9-14 FY 1988 (61)	"	"	6/30/95
η 149	STATEMENT OF PAYROLL CHARGES PP 1-4 FY 1988 (110)	"	"	6/30/95
✓ 150	STATEMENT OF PAYROLL CHARGES PP 11-13 (GRANT) FY 1988 (111)	"	"	6/30/95
η 151	STATEMENT OF PAYROLL CHARGES PP 8-13 (GRANT) FY 1988 (112)	"	"	6/30/95
✓ 152	STATEMENT OF PAYROLL CHARGES PP 13-25 FY 1988 (120)	"	"	6/30/95
✓ 153	STATEMENT OF PAYROLL CHARGES PP 26 FY 1988 (125)	"	"	6/30/95
η 154	STATEMENT OF PAYROLL CHARGES PP 17-18 (GRANT) FY 1988 (126)	"	"	6/30/95
η 155	STATEMENT OF PAYROLL CHARGES PP 14-16 (GRANT) FY 1988 (129)	"	"	6/30/95
η 156	STATEMENT OF PAYROLL CHARGES PP 5-7 (GRANT) FY 1988 (95)	"	"	6/30/95
η 157	STATEMENT OF PAYROLL CHARGES PP 22-24 (GRANT) FY 1988 (98)	"	"	6/30/95
η 158	STATEMENT OF PAYROLL CHARGES PP 19-21 (GRANT) FY 1988 (99)	"	"	6/30/95
η 159	STATEMENT OF PAYROLL CHARGES PP 5-7 FY 1988 (101)	"	"	6/30/95
η 160	STATEMENT OF PAYROLL CHARGES PP 1-4 FY 1988 (102)	"	"	6/30/95
η 161	PAYROLL TRANSFERS #2000-#2085 FY 1988 (96)	"	"	6/30/95
η 162	PAYROLL TRANSFERS #2086-#2162 FY 1988 (106)	"	"	6/30/95
η 163	WORKING FUND RECONCILIATION MATERIALS FY 1988 (13)	"	"	6/30/95
η 164	TRAVEL EXPENSE STATEMENTS EMPLOYEE A THRU D FY 1988 (31)	"	"	6/30/95
η 165	TRAVEL EXPENSE STATEMENTS EMPLOYEE E THRU BQ FY 1988 (32)	"	"	6/30/95

u 166	TRAVEL EXPENSE STATEMENTS EMPLOYEE G ^A THRU L ^A FY 1988 (19)	"	"	6/30/95
u 167	TRAVEL EXPENSE STATEMENTS EMPLOYEE M THRU O ^A FY 1988 (23)	"	"	6/30/95
u 168	TRAVEL EXPENSE STATEMENTS EMPLOYEE R THRU T ^A FY 1988 (34)	"	"	6/30/95
u 169	TRAVEL EXPENSE STATEMENTS EMPLOYEE U THRU Z ^A FY 1988 (25)	"	"	6/30/95
u 170	TRAVEL EXPENSE STATEMENTS NON-EMPLOYEE A THRU G ^A FY 1988 (29)	"	"	6/30/95
u 171	TRAVEL EXPENSE STATEMENTS NON-EMPLOYEE H THRU Z ^A FY 1988 (22)	"	"	6/30/95

R-129

S-22-26

75 Empties

S-26-28

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO. 94W985	DATE REC'D 4-7-94
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 141 34	NO. OF CU. FT. 29
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1993 Boxes 1-29 Disposal Date: 6/30/2000 Agency Code: 36.02.21 SEE ATTACHED SCHEDULE	#1429 2302 #1 7/00 3/04 Disposal 8-11-04
		Disposal

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
1	SA LOAN COLLECTIONS NDSL - PERKINS ASSIGNMENTS A - I 6/93 FY93	1429	1	6/30/2000
2	SA LOAN COLLECTIONS NURSING WRITEOFFS & UNCOLLECTABLES A - L FY93	1429	1	6/30/2000
3	SA LOAN COLLECTIONS HPL WRITEOFFS & UNCOLLECTABLES A - K FY93	1429	1	6/30/2000
4	SA LOAN COLLECTIONS NURSING WRITEOFFS & UNCOLLECTABLES M - Z FY93	1429	1	6/30/2000
5	SA LOAN COLLECTIONS NDSL - PERKINS ASSIGNMENTS P - Z 6/93 FY93	1429	1	6/30/2000
6	SA LOAN COLLECTIONS HPL WRITEOFFS & UNCOLLECTABLES L - Z FY93	1429	1	6/30/2000
7	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 10/31/92 10/1/92 - 10/31/92 FY93	1429	1	6/30/2000
8	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 12/31/92 12/1/92 - 12/31/92 FY93	1429	1	6/30/2000
9	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 11/30/92 11/1/92 - 11/30/92 FY93	1429	1	6/30/2000
10	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 9/30/92 9/1/92 - 9/30/92 FY93	1429	1	6/30/2000
11	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 8/31/92 8/1/92 - 8/31/92 FY93	1429	1	6/30/2000
12	SA LOAN DISBURSEMENT ACCOUNT RECONCILIATION AS OF 7/31/92 7/1/92 - 7/31/92 FY93	1429	1	6/30/2000
13	SA CASHIER'S OFFICE PETTY CASH 10/91 - 1/93; FEDERAL ARMORED EXPRESS PICK-UP BOOK 6/91 THRU 5/92 FY93	1429	1	6/30/2000
14	SA CTG MISCELLANEOUS CORRESPONDENCE 92/93 FY93	1429	1	6/30/2000

15	SA C12033 - C12299 10/15/92 - 11/3/92 FY93	1429	1	6/30/2000
16	SA CD2800 - C12032 9/21/92 - 10/14/92 FY93	1429	1	6/30/2000
17	SA CD2635 - CD2799 9/8/92 - 9/20/92 FY93	1429	1	6/30/2000
18	SA CD2500 - CD2634 8/20/92 - 9/1/92 FY93	1429	1	6/30/2000
19	SA CD2276 - CD2499 7/29/92 - 8/20/92 FY93	1429	1	6/30/2000
20	SA CD2000 - CD2275 7/1/92 - 7/29/92 FY93	1429	1	6/30/2000
21	SA CASHIER'S OFFICE CD LOG 1981 - 1991; MICROFILM PROCESSED #222 CD2315/ #264 C32373 8/91 - 5/93 FY93	1429	1	6/30/2000
22	SA COPICARD INVENTORY 92/93 FY93	1429	1	6/30/2000
23	SA BC/BS NON-FINANCIAL AID REFUNDS 92/93 FY93	1429	1	6/30/2000
24	SA T6 BC/BS CLOSING PROPOSALS 92/93 FY93	1429	1	6/30/2000
25	SA T6 BC/BS PROPOSALS, ETC. 92/93 FY93	1429	1	6/30/2000
26	SA C12600 - C12940 12/1/92 - 12/31/92 FY93	1429	1	6/30/2000
27	SA C12300 - C12599 11/4/92 - 11/30/92 FY93	1429	1	6/30/2000
28	SA LOAN COLLECTIONS MDSL/PERKINS ASSIGNMENTS J - O FY93	1429	1	6/30/2000
29	CA SPACE INVENTORY R0030 BUILDING RUM - PRIOR TO DELETION OF SCHOOLS 88 AND 85 (ARCHIVE FILE) 6/2/93 FY93	1429	1	6/30/2000

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland, Baltimore		ACCESSION NO. 98W699	DATE REC'D
B. DIVISION/UNIT Financial Services		LOCATION RANGE SECTION(S) 52 22	RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		NO. OF CU. FT. 36	
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</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
	<p>General Accounting Records (1429) <u>FY1997</u> Boxes 1-36 Disposal Date: 6/30/2004 Agency Code: R31</p>	<p><i>Sch # 2302</i> 1429 #1 July 2004 Disposal 7-27-04</p>

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Restricted Funds Folders	1429	1	6/30/04
2	Restricted Funds Folders	1429	1	6/30/04
3	Restricted Funds Folders	1429	1	6/30/04
4	Restricted Funds Folders	1429	1	6/30/04
5	Restricted Funds Folders	1429	1	6/30/04
6	Restricted Funds Folders	1429	1	6/30/04
7	Restricted Funds Folders	1429	1	6/30/04
8	Restricted Funds Folders	1429	1	6/30/04
9	Restricted Funds Folders	1429	1	6/30/04
10	Restricted Funds Folders	1429	1	6/30/04
11	Restricted Funds Folders	1429	1	6/30/04
12	Restricted Funds Folders	1429	1	6/30/04
13	Restricted Funds Folders	1429	1	6/30/04
14	Restricted Funds Folders	1429	1	6/30/04
15	Restricted Funds Folders	1429	1	6/30/04
16	Restricted Funds Folders	1429	1	6/30/04
17	Restricted Funds Folders	1429	1	6/30/04
18	Restricted Funds Folders	1429	1	6/30/04
19	Restricted Funds Folders	1429	1	6/30/04
20	MN'S 2641 TO END FY96	1429	1	6/30/04
21	MB'S FY96	1429	1	6/30/04
22	MN'S 2377 TO 2640 FY96	1429	1	6/30/04
23	MN'S 2251 TO 2599 FY95	1429	1	6/30/04
24	MN'S 2600 TO END FY95	1429	1	6/30/04
25	MB'S FY95	1429	1	6/30/04
26	QA BATCH HEADER LOGS 4/19/96-8/6/96	1429	1	6/30/04
27	QA BATCH HEADER LOGS 8/7/96-11/21/96	1429	1	6/30/04
28	QA BATCH HEADER LOGS 11/22/96-3/17/97	1429	1	6/30/04
29	QA BATCH HEADER LOGS 3/18/97-6/16/97	1429	1	6/30/04
30	Restricted Funds-REQUISITIONS	1429	1	6/30/04
31	Restricted Funds-REQUISITIONS	1429	1	6/30/04
32	Restricted Funds-REQUISITIONS	1429	1	6/30/04
33	Restricted Funds-REQUISITIONS	1429	1	6/30/04
34	Restricted Funds-REQUISITIONS	1429	1	6/30/04
35	Restricted Funds-REQUISITIONS	1429	1	6/30/04
36	QA FY 97 REQUISITIONS	1429	1	6/30/04

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AUG 28 1997

RECORDS MANAGEMENT
DIVISION

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. University of Maryland, Baltimore		ACCESSION NO. 99W1031	DATE REC'D 6-16-99
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 107 26	NO. OF CU. FT. 12
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1995 Boxes 1-12 Disposal Date: 6/30/2002 Agency Code: R31	Sch. # 1429 2302 Item # 1 July 2002 Disposal 8-11-02

2. BOX	3. DESCRIPTION OF RECORDS	4. DISPOSAL AUTHORITY		
NUMBER	WITH INCLUSIVE DATES	SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Dept of Ed Regs , BC/BS - 6/95	1429	1	6/30/02
2	Emergency Loans - A-F - Spring 1995	1429	1	6/30/02
3	Emergency Loans - G-M - Spring 1995	1429	1	6/30/02
4	Emergency Loans - N-Z - Spring 1995	1429	1	6/30/02
5	Bank Loan Advance Slips - A-Z - Fall 1994	1429	1	6/30/02
6	Bank Loan Advance Slips - A-Z - 1/95-6/95	1429	1	6/30/02
7	Remissions, Registrations - Summer 94 & Fall 94	1429	1	6/30/02
8	Signet Bank Statements - 10/94-1/95	1429	1	6/30/02
9	Signet Bank Statements - 1/95	1429	1	6/30/02
10	Remissions, Registrations - Spring 1995	1429	1	6/30/02
11	Signet Bank Statements - 3/31/95-9/30/95	1429	1	6/30/02
12	CCD's 10/93-6/95	1429	1	6/30/02

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. University of Maryland, Baltimore		ACCESSION NO. 99W1033	DATE REC'D 6-16-99
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 164 13-14	NO. OF CU. FT. 39
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1996 Boxes 1-39 Disposal Date: 6/30/2003 Agency Code: R31	Sche. # ²³⁰² 1429 Item # 1 July 2003 * Missing Box # 37 Disposal 8-16-04 <i>Disposal 8-11-04</i>

2. BOX	3. DESCRIPTION OF RECORDS	4. DISPOSAL AUTHORITY		
NUMBER	WITH INCLUSIVE DATES	SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Bank Loan Advance Slips - A-Z - Fall 1995	1429	1	6/30/03
2	BaNk Loan Advance Slips - A-Z - Spring 96-Su 96	1429	1	6/30/03
3	Loan Collections - PIF - A-B	1429	1	6/30/03
4	Loan Collections - PIF - C-D	1429	1	6/30/03
5	Loan Collections - PIF - E-Ho	1429	1	6/30/03
6	Loan Collections - PIF - Hs-M	1429	1	6/30/03
7	Loan Collections - PIF - N-P	1429	1	6/30/03
8	Loan Collections - PIF - Q-S	1429	1	6/30/03
9	Loan Collections - PIF - St-V	1429	1	6/30/03
10	Loan Collections - PIF - W-Z	1429	1	6/30/03
11	JV2500-JV2672, 7/95-6/96	1429	1	6/30/03
12	JV2673-JV2736, Loan Ledgers - 7/95-6/96	1429	1	6/30/03
13	Signet Bank Statements - 10/31/95-5/31/96	1429	1	6/30/03
14	Signet Bank Statements - 1/96	1429	1	6/30/03
15	BC/BS Invoices - 95-96	1429	1	6/30/03
16	Remissions, Registrations - Summer 95-Fall 95	1429	1	6/30/03
17	Remissions, Registrations - Spring 96	1429	1	6/30/03
18	Refunds, Stipend Remit Slips - 7/95-6/96	1429	1	6/30/03
19	Credit Balance Reports - 7/1/95-6/30/96	1429	1	6/30/03
20	Bill Reports - 9/92-2/96, Tuition Chg - 9/92-2/95	1429	1	6/30/03
21	CA Batches, FA Corr - 95-96	1429	1	6/30/03
22	JV Dist - 6/24/95-11/28/95	1429	1	6/30/03
23	JV Dist - 11/29/95-6/21/96	1429	1	6/30/03
24	Dept CR Archive - 8/18/93-1/6/96	1429	1	6/30/03
25	EFT Files, FA Corr - 7/95-6/96	1429	1	6/30/03
26	Health Waivers - A-S - 95-96	1429	1	6/30/03
27	Health Waivers - T-Z, Appls, OB Ref - 95-96	1429	1	6/30/03
28	CCU Payments/Recs - 92-96	1429	1	6/30/03
29	AP Batches, UMBC Appls, OB Inv. 95-96	1429	1	6/30/03
30	Cash Coll & Deposits - 12/95-12/96	1429	1	6/30/03
31	Loan Collection Bank Statements - 1/95-12/95	1429	1	6/30/03
32	QA CBS LOCK BOX	1429	1	6/30/03
33	QA CBS LOCK BOX	1429	1	6/30/03
34	QA CBS LOCK BOX	1429	1	6/30/03
35	QA FY96 HOSP. TRFS	1429	1	6/30/03
36	QA C/R J22500-J32733	1429	1	6/30/03
37	A32517 (FY96)	1429	1	6/30/03
38	UPS 1993-1996	1429	1	6/30/03
39	GARNISHMENTS 1993-1996	1429	1	6/30/03

unlocated

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. University of Maryland, Baltimore		ACCESSION NO. 99W1034	DATE REC'D 6-16-99
B. DIVISION/UNIT Financial Services			RM CODE 28.01-05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 164 14-19	NO. OF CU. FT. 224
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	General Accounting Records (1429) <u>FY1997</u> Boxes 1-224 Disposal Date: 6/30/2004 Agency Code: R31	Sche. # 1429 ²³⁰² Item # 1 July 2004 Disposal 8-3-04 * MISSING Box # 223	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Financial Statements - Closing Records - 6/97	1429	1	6/30/04
2	Correspondence - Tom's Office - 6/97	1429	1	6/30/04
3	Correspondence - Tom's Office - 6/97	1429	1	6/30/04
4	JV2500-JV2669, 7/96-4/97	1429	1	6/30/04
5	JV2670-JV2723, J32736-J32750, 4/97-6/97	1429	1	6/30/04
6	Petty Cash Requests - 1995-1997	1429	1	6/30/04
7	CD2000-CD2269, 7/1/96-8/2/96	1429	1	6/30/04
8	CD2270-CD2389, 8/23/96-9/18/96	1429	1	6/30/04
9	CD2390-CD2519, 9/18/96-10/28/96	1429	1	6/30/04
10	CD2520-CD2919, 10/28/96-1/8/97	1429	1	6/30/04
11	CD2920-C12089, 1/8/97-2/1/97	1429	1	6/30/04
12	C12090-C12229, 2/1/97-3/7/97	1429	1	6/30/04
13	C12230-C12399, 3/7/97-4/14/97	1429	1	6/30/04
14	C12400-C12610, 4/14/97-5/22/97	1429	1	6/30/04
15	C12611-C12775, 5/23/97-6/27/97	1429	1	6/30/04
16	J22500-J22640, 7/96-6/97	1429	1	6/30/04
17	J22641-J32550, 7/96-6/97	1429	1	6/30/04
18	J32551-J32735, 7/96-6/97	1429	1	6/30/04
19	J12500-J12518, 7/1/96-11/6/96	1429	1	6/30/04
20	J12519-J12543, 11/6/96-2/27/97	1429	1	6/30/04
21	J12544-J12570, 2/27/97-6/27/97	1429	1	6/30/04
22	A12000-A12122, A12200-A12342, A82600-A8266	1429	1	6/30/04
23	Signet Bank Statements - 6/30/96-9/30/96	1429	1	6/30/04
24	Signet Bank Statements - 10/31/96-5/31/97	1429	1	6/30/04
25	OB Contracts - Fall 95-Spring 97	1429	1	6/30/04
26	CCD's - 7/95-12/96	1429	1	6/30/04
27	SAR-Ledgers - 7/31/91-6/32/97	1429	1	6/30/04
28	Remissions, Registrations - Summer 96-Fall 96	1429	1	6/30/04
29	Remissions, Registrations - Spring 97- Summer 9	1429	1	6/30/04
30	JV Dist. - 6/22/96-9/23/96	1429	1	6/30/04
31	JV Dist - 9/24/96-2/25/97	1429	1	6/30/04
32	JV Dist - 2/26/97-6/23/97	1429	1	6/30/04
33	Dept. CR Archive - 1/7/96-12/31/97 Student 3/25/	1429	1	6/30/04
34	Credit Balance Reports - 7/9/96-10/17/96	1429	1	6/30/04
35	Credit Balance Reports - 10/18/96-1/18/97	1429	1	6/30/04
36	Credit Balance Reports - 1/27/97-6/30/97	1429	1	6/30/04
37	Loan Collections - PIF - Medicine	1429	1	6/30/04
38	Loan Collections - PIF - Medicine	1429	1	6/30/04
39	Remit Slips - 7/96-6/97	1429	1	6/30/04
40	Remit Slips - 7/96-6/97	1429	1	6/30/04
41	Remit Slips - 7/96-6/97	1429	1	6/30/04
42	Remit Slips - 7/96-6/97	1429	1	6/30/04
43	EFT Records - 7/96-6/97	1429	1	6/30/04
44	Corr., Minority Stipends, Refund Aprons 96-97	1429	1	6/30/04
45	CA Batches, FA Correspondence 6/94-6/97	1429	1	6/30/04
46	JV & Receipt Logs, NFA Refunds - 7/93-6/97	1429	1	6/30/04
47	Loan Collections - PIF - A-B	1429	1	6/30/04
48	Loan Collections - PIF - C-D	1429	1	6/30/04

49	Loan Collections - PIF - E-Ha	1429	1	6/30/04
50	Loan Collections - PIF - He-K	1429	1	6/30/04
51	Loan Collections - PIF - L-M	1429	1	6/30/04
52	Loan Collections - PIF - N-R	1429	1	6/30/04
53	Loan Collections - PIF - S-T	1429	1	6/30/04
54	Loan Collections - PIF - U-Z	1429	1	6/30/04
55	ACH Reports - 5/95-6/97	1429	1	6/30/04
56	Misc EDP, Tom's Office - 6/97	1429	1	6/30/04
57	NACUBO Magazines - 6/97	1429	1	6/30/04
58	Misc Corr, Tom's office - 6/97-6/98	1429	1	6/30/04
59	Signet Bank Statements - 1/97	1429	1	6/30/04
60	Petty Cash & Copicards - 1995-1997	1429	1	6/30/04
61	AFSA Lockbox, Deposits & Recs 6/96-5/97	1429	1	6/30/04
62	QA JV2000-JV2163	1429	1	6/30/04
63	QA JV2164-J12184	1429	1	6/30/04
64	QA J12185-J22085	1429	1	6/30/04
65	QA J22086-J32023	1429	1	6/30/04
66	QA J32024-J32196	1429	1	6/30/04
67	QA J32197-J42119	1429	1	6/30/04
68	QA J42120-J42217--C/R C12717-C12776	1429	1	6/30/04
69	QA CD2001-CD2283	1429	1	6/30/04
70	QA CD2294-CD2549	1429	1	6/30/04
71	QA CD2564-CD2821	1429	1	6/30/04
72	QA CD2828-C12122	1429	1	6/30/04
73	QA C12132-C12397	1429	1	6/30/04
74	QA C12407-C12712	1429	1	6/30/04
75	QA C/R J22500-J32749	1429	1	6/30/04
76	QA DON BROWN CONTRACTS 85 TO 89	1429	1	6/30/04
77	QA FY97 REQS.	1429	1	6/30/04
78	QA FY97 REQS.	1429	1	6/30/04
79	QA CBS INVOICES 47000-48799	1429	1	6/30/04
80	QA CBS INVOICES 48801-51000	1429	1	6/30/04
81	QA OLD STATE SENT 88-91	1429	1	6/30/04
82	QA WB, MN, MB, IA	1429	1	6/30/04
83	WORKING FUND BATCHES A92000 - A92054	1429	1	6/30/04
84	WORKING FUND BATCHES A92055 - A92103	1429	1	6/30/04
85	WORKING FUND BATCHES A92104 - A92149	1429	1	6/30/04
86	WORKING FUND BATCHES A92150 - A92189	1429	1	6/30/04
87	WORKING FUND BATCHES A92190 - A92230	1429	1	6/30/04
88	WORKING FUND BATCHES A92231 - A92273	1429	1	6/30/04
89	WORKING FUND BATCHES A92274 - A92317	1429	1	6/30/04
90	WORKING FUND BATCHES A92318 - A92354	1429	1	6/30/04
91	WORKING FUND BATCHES A92355 - A92390	1429	1	6/30/04
92	WORKING FUND BATCHES A92391 - A92429	1429	1	6/30/04
93	WORKING FUND BATCHES A92430 - A92467	1429	1	6/30/04
94	WORKING FUND BATCHES A92468 - A92514	1429	1	6/30/04
95	WORKING FUND BATCHES A92515 - A92554	1429	1	6/30/04
96	WORKING FUND BATCHES A92555 - A92598	1429	1	6/30/04
97	WORKING FUND - MISC. STUDENT CKS,	1429	1	6/30/04
	MISC. WRONG PAYEE 1/92 - 6/93,			
	VOIDS 1991 - 6/93, PAYROLL REIMB'S 7/92			

	- ETC., PN/ANNAPOLIS REIMB. 7/92 - 6/93, STOP-PAYS 90 - 93			
98	WORKING FUND - STOP PAYMENTS, VOIDS, WRONG PAYEES, PAYROLL REIMB. ANNAPOLIS, PAYROLL RE-PAYS (PROM. NOTES), PETTY CASH ADVANCES 1993-1996	1429	1	6/30/04
99	WORKING FUND - CHECK STUBS 9/91 11/91, MISC. RECEIPTS 1994, WRONG PAYEES 7/93 - 6/95, CHECK PICKUP LOG SHEETS 6/93 - 6/96	1429	1	6/30/04
100	WORKING FUND - PAYROLL REIMB. ANNAPOLIS/PROM. NOTES RE-PAYS, MISC. RECEIPTS, WRONG PAYEES/MISC. 1991-1994	1429	1	6/30/04
101	TRAVEL EXPENSE STATEMENTS A - B	1429	1	6/30/04
102	TRAVEL EXPENSE STATEMENTS C - D	1429	1	6/30/04
103	TRAVEL EXPENSE STATEMENTS E - G	1429	1	6/30/04
104	TRAVEL EXPENSE STATEMENTS H - KA	1429	1	6/30/04
105	TRAVEL EXPENSE STATEMENTS KE - MC	1429	1	6/30/04
106	TRAVEL EXPENSE STATEMENTS N - R	1429	1	6/30/04
107	TRAVEL EXPENSE STATEMENTS S - T	1429	1	6/30/04
108	TRAVEL EXPENSE STATEMENTS U - Z	1429	1	6/30/04
109	TRAVEL OUT-OF-STATE REQUESTS A - K	1429	1	6/30/04
110	TRAVEL OUT-OF-STATE REQUESTS L - Z	1429	1	6/30/04
111	TRAVEL OMEGA TRAVEL 95-96	1429	1	6/30/04
112	PAYROLL ENTRIES A - D	1429	1	6/30/04
113	PAYROLL ENTRIES E - J	1429	1	6/30/04
114	PAYROLL ENTRIES K - O	1429	1	6/30/04
115	PAYROLL ENTRIES P - T	1429	1	6/30/04
116	PAYROLL ENTRIES U - Z	1429	1	6/30/04
117	PAYROLL TRANSFERS PT2000 - PT2076	1429	1	6/30/04
118	PAYROLL TRANSFERS PT2077 - PT2164	1429	1	6/30/04
119	PAYROLL TRANSFERS PT2165 - PT2250	1429	1	6/30/04
120	PAYROLL TRANSFERS PT2251 - PT2335	1429	1	6/30/04
121	PAYROLL TRANSFERS PT2336 - PT2360	1429	1	6/30/04
122	STATEMENT OF PAYROLL CHARGES PPD 96-32; PPD 97-01 02-1,3,4	1429	1	6/30/04
123	STATEMENT OF PAYROLL CHARGES PPD 97-01 02-5; PPD 97-02 02-1,3,4,5; PPD 97-03 02-1,3,4,5	1429	1	6/30/04
124	STATEMENT OF PAYROLL CHARGES PPD 97-04 02-1,3,4,5; PPD 97-05 02-1,3,4,5	1429	1	6/30/04
125	STATEMENT OF PAYROLL CHARGES PPD 97-06 02-1,3,4,5	1429	1	6/30/04
126	STATEMENT OF PAYROLL CHARGES PPD 97-07 02-1,3,4,5; PPD 97-08 02-1,3,4,5	1429	1	6/30/04
127	STATEMENT OF PAYROLL CHARGES PPD 97-09 02-1,3,4,5; PPD 97-10 02-1,3,4	1429	1	6/30/04
128	STATEMENT OF PAYROLL CHARGES PPD 97-10 02-5; PPD 97-11 02-1,3,4,5; PPD 97-12 02-1,3	1429	1	6/30/04

129	STATEMENT OF PAYROLL CHARGES PPD 97-12 02-4,5; PPD 97-13 02-1,3,4,5	1429	1	6/30/04
130	STATEMENT OF PAYROLL CHARGES PPD 97-14 02-1,3,4,5; PPD 97-15 02-1,3,4	1429	1	6/30/04
131	STATEMENT OF PAYROLL CHARGES PPD 97-15 02-5; PPD 97-16 02-1,3,4,5	1429	1	6/30/04
132	STATEMENT OF PAYROLL CHARGES PPD 97-17 & PPD 97-18 02-1,3	1429	1	6/30/04
133	STATEMENT OF PAYROLL CHARGES PPD 97-18 02-4,5 & PPD 97-19	1429	1	6/30/04
134	STATEMENT OF PAYROLL CHARGES PPD 97-20 & PPD 97-21 02-1,3	1429	1	6/30/04
135	STATEMENT OF PAYROLL CHARGES PPD 97-21 02-4,5	1429	1	6/30/04
136	STATEMENT OF PAYROLL CHARGES PPD 97-22	1429	1	6/30/04
137	STATEMENT OF PAYROLL CHARGES PPD 97-23	1429	1	6/30/04
138	STATEMENT OF PAYROLL CHARGES PPD 97-24	1429	1	6/30/04
139	STATEMENT OF PAYROLL CHARGES PPD 97-25	1429	1	6/30/04
140	STATEMENT OF PAYROLL CHARGES PPD 97-26	1429	1	6/30/04
141	STATEMENT OF PAYROLL CHARGES PPD 97-27	1429	1	6/30/04
142	PAYROLL CERTIFICATION SHEETS AND ONE PAY CARDS	1429	1	6/30/04
143	PAYROLL CERTIFICATION SHEETS	1429	1	6/30/04
144	PAYROLL APPROVED BLUE SHEETS FOR BOOKS 4 & 5	1429	1	6/30/04
145	CORRESPONDENCE - WAYNE F. ALLEN - A - FINANCIAL ANALYSIS	1429	1	6/30/04
146	CORRESPONDENCE - WAYNE F. ALLEN - FINANCIAL SERVICES - TUITION	1429	1	6/30/04
147	CORRESPONDENCE - WAYNE F. ALLEN - W - Z & F. S. PAYROLL JOURNALS & BACKUP	1429	1	6/30/04
148	REQ'S/PO'S FS & B&FSS 7/1/94 - 6/30/95 & 7/1/95 - 6/30/96	1429	1	6/30/04
149	LEAVE RECORDS FS & B&FSS 7/1/95-6/30/96	1429	1	6/30/04
150	CORRESPONDENCE - MARC E. WASSERMAN	1429	1	6/30/04
151	CASH DEPOSITS COMPLETED 7/1/96-6/30/97	1429	1	6/30/04
152	LEAVE RECORDS - FS & B&FSS 7/1/96-6/30/97	1429	1	6/30/04
153	REQ'S & PO'S 7/1/96-6/30/97; AMERICAN EXPRESS BACKUP 4/96-6/97; XEROX AUDITRON READINGS 4/96-6/97; PROCUREMENT CARD 7/1/96-6/30/97	1429	1	6/30/04
154	PERS,CR.APPL.,DELAY RPTS,MISC.-FY97	1429	1	6/30/04
155	LAW LIB/HLTH SCI. LIB.-1995-1997	1429	1	6/30/04
156	A12100-A12180-A/P BATCH FILE	1429	1	6/30/04
157	A12181-A12560	1429	1	6/30/04

158	A12561-A12630	1429	1	6/30/04
159	A12632-A12706	1429	1	6/30/04
160	A12707-A12784	1429	1	6/30/04
161	A72787-A22057	1429	1	6/30/04
162	A22058-A22135	1429	1	6/30/04
163	A22136-A22209	1429	1	6/30/04
164	A22210-A22279	1429	1	6/30/04
165	A22280-A22358	1429	1	6/30/04
166	A22359-A22431	1429	1	6/30/04
167	A22432-A22504	1429	1	6/30/04
168	A22505-A22586	1429	1	6/30/04
169	A22587-A22662	1429	1	6/30/04
170	A22663-A22732	1429	1	6/30/04
171	A22733-A32007	1429	1	6/30/04
172	A32008-A32085	1429	1	6/30/04
173	A32086-A32154	1429	1	6/30/04
174	A32155-A32291	1429	1	6/30/04
175	A32392-A32470	1429	1	6/30/04
176	A32471-A32554	1429	1	6/30/04
177	A32641-A32710	1429	1	6/30/04
178	A32711-A32795	1429	1	6/30/04
179	A32796-A42071	1429	1	6/30/04
180	A42072-A42145	1429	1	6/30/04
181	A42146-A42194	1429	1	6/30/04
182	A42195-A42237	1429	1	6/30/04
183	A42238-A42315	1429	1	6/30/04
184	A42316-A42392	1429	1	6/30/04
185	A42393-A42466	1429	1	6/30/04
186	A42467-A42546	1429	1	6/30/04
187	A42547-A42617	1429	1	6/30/04
188	A42618-A42685	1429	1	6/30/04
189	A42686-A42755	1429	1	6/30/04
190	A52023-A52098	1429	1	6/30/04
191	A52099-A52171	1429	1	6/30/04
192	A52172-A52236	1429	1	6/30/04
193	A52237-A52309	1429	1	6/30/04
194	A52310-A52376	1429	1	6/30/04
195	A52377-A52445	1429	1	6/30/04
196	A52446-A52520	1429	1	6/30/04
197	A52521-A52590	1429	1	6/30/04
198	A52665-A52664	1429	1	6/30/04
199	A52757-A62034	1429	1	6/30/04
200	A62035-A62107	1429	1	6/30/04
201	A62108-A62181	1429	1	6/30/04
202	A62182-A62249	1429	1	6/30/04
203	A62550-A62328	1429	1	6/30/04
204	A62329-A62409	1429	1	6/30/04
205	A62410-A62490	1429	1	6/30/04
206	A62564-A62636	1429	1	6/30/04
207	A62637-A62712	1429	1	6/30/04
208	A62713-A62787	1429	1	6/30/04

Sheet1

209	A62788-A72057	1429	1	6/30/04
210	A72058-A72127	1429	1	6/30/04
211	A72128-A72198	1429	1	6/30/04
212	A72199-A72283	1429	1	6/30/04
213	A72284-A72355	1429	1	6/30/04
214	A72356-A72441	1429	1	6/30/04
215	A72442-A72526	1429	1	6/30/04
216	A72527-A72612	1429	1	6/30/04
217	A72613-A72650	1429	1	6/30/04
218	A72701-A72780	1429	1	6/30/04
219	A72781-A82044	1429	1	6/30/04
220	A82045-A82112	1429	1	6/30/04
221	A82113-A82182	1429	1	6/30/04
222	A82183-A82267	1429	1	6/30/04
223	A42756-A52022	1429	1	6/30/04
<i>Unlocated</i> 224	MISCELLANEOUS FY98	1429	1	6/30/04

R 164 MISSING 223

S - 14 THUR 19 35 SPACES 19 THUR 20

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. University of Maryland, Baltimore		ACCESSION NO. 99W1035	DATE REC'D 6-16-99
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 131 28-29	NO. OF CU. FT. 49
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1998 Boxes 1-49 Disposal Date: 6/30/2005 Agency Code: R31	Sche # 1429 ²³⁰² Item # 1 July 2005 July 2004 Disposal 8-5-04 * Missing Box # 19 + 27

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	QA BATCH HEADER LOGS 6/17-9/25/97	1429	1	6/30/05
2	QA BATCH HEADER LOGS 9/27-12/24/97	1429	1	6/30/05
3	QA BATCH HEADER LOGS 1/5-3/16/98	1429	1	6/30/05
4	QA FY98 REQS.	1429	1	6/30/05
5	QA FY98 REQS.	1429	1	6/30/05
6	FY CLOSE 88,89,&90	1429	1	6/30/05
7	FY CLOSE 91 & 92	1429	1	6/30/05
8	FY CLOSE 93& 94	1429	1	6/30/05
9	OLD CBS COURT DISPOSITIONS ETC.	1429	1	6/30/05
10	OLD CBS ABATEMENTS AND STATE SENT	1429	1	6/30/05
11	OLD CBS ABATEMENTS AND STATE SENT	1429	1	6/30/05
12	CBS INVOICES 43401 - 47400	1429	1	6/30/05
13	CBS INVOICES 50617 -56993	1429	1	6/30/05
14	OLD PARKING VIOLATIONS	1429	1	6/30/05
15	OLD PARKING VIOLATIONS	1429	1	6/30/05
16	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
17	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
18	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
19	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
20	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
21	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
22	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
23	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
24	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
25	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
26	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
27	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
28	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
29	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
30	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
31	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
32	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
33	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
34	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
35	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
36	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
37	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
38	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
39	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
40	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
41	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
42	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
43	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
44	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
45	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
46	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
47	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
48	RESTRICTED GRANT FOLDERS	1429	1	6/30/05

<i>Unloaded</i>	49	RESTRICTED GRANT FOLDERS	1429	1	6/30/05
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Partial 1 Thru 157

ONLY

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <div style="font-size: 2em; font-family: cursive;">00W843</div>	DATE RECEIVED ROOM CODE 28.01.05
B. DIVISION/UNIT Financial Services		LOCATION RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">67 6-10</div>	NO. OF CU. FT. <div style="font-size: 2em; font-family: cursive;">157</div>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		D. PHONE NO. 410-706-7295	
E. AGENCY OFFICIAL Wayne F. Allen		RECORDS CENTER MANAGER <div style="font-size: 1.5em; font-family: cursive;">Gabriel Lopez</div> TO 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	
1-157	General Accounting Records () Fiscal Year: <i>1998</i> Boxes: Disposal Date: Agency Code: R31 <div style="font-size: 2em; font-family: cursive;">SAVE Boxes</div> <div style="font-size: 2em; font-family: cursive;">158 Thru 193</div> Disposal Date <div style="font-size: 2em; font-family: cursive;">7/2005</div>	Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/04</i> <div style="font-size: 1.5em; font-family: cursive;">Partial</div> Disposed <div style="font-size: 1.5em; font-family: cursive;">1-thru 157</div> <div style="font-size: 1.5em; font-family: cursive;">7-27-04</div>	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	Payroll Entries A - D FY98	1429	1	6/30/05
2	Payroll Entries E - J FY98	1429	1	6/30/05
3	Payroll Entries K - P FY98	1429	1	6/30/05
4	Payroll Entries Q - Z FY98	1429	1	6/30/05
5	Payroll Transfers PT2002 - PT2087 FY98	1429	1	6/30/05
6	Payroll Transfers PT2088 - PT2182 FY98	1429	1	6/30/05
7	Payroll Transfers PT2183 - PT2274 FY98	1429	1	6/30/05
8	Payroll Transfers PT2275 - PT2371 FY98	1429	1	6/30/05
9	Payroll Transfers PT2372 - PT2432 FY98	1429	1	6/30/05
10	Statement of Payroll Charges PP #1 & #2 FY98	1429	1	6/30/05
11	Statement of Payroll Charges PP #3 & #4 FY98	1429	1	6/30/05
12	Statement of Payroll Charges PP #5 & #6 FY98	1429	1	6/30/05
13	Statement of Payroll Charges PP #7 & #8 (02-1, 02-3 & 02-4) FY98	1429	1	6/30/05
14	Statement of Payroll Charges PP #8 (02-5) & #9 FY98	1429	1	6/30/05
15	Statement of Payroll Charges PP #10 & #11 (02-1, 02-3 & 02-4) FY98	1429	1	6/30/05
16	Statement of Payroll Charges PP #11 (02-5) & #12 FY98	1429	1	6/30/05
17	Statement of Payroll Charges PP #13 & #14 (02-1 & 02-3) FY98	1429	1	6/30/05
18	Statement of Payroll Charges PP #14 (02-4 & 02-5) & #15 FY98	1429	1	6/30/05
19	Statement of Payroll Charges PP #16 FY98	1429	1	6/30/05
20	Statement of Payroll Charges PP #17 FY98	1429	1	6/30/05
21	Statement of Payroll Charges PP #18 FY98	1429	1	6/30/05
22	Statement of Payroll Charges PP #19 FY98	1429	1	6/30/05
23	Statement of Payroll Charges PP #20 FY98	1429	1	6/30/05
24	Statement of Payroll Charges PP #21 FY98	1429	1	6/30/05
25	Statement of Payroll Charges PP #22 FY98	1429	1	6/30/05
26	Statement of Payroll Charges PP #23 FY98	1429	1	6/30/05
27	Statement of Payroll Charges PP #24 FY98	1429	1	6/30/05
28	Statement of Payroll Charges PP #25 FY98	1429	1	6/30/05
29	Statement of Payroll Charges PP #26 FY98	1429	1	6/30/05
30	Statement of Payroll Charges PP #27 FY98	1429	1	6/30/05
31	Statement of Payroll Charges PP #37 (FY97 Second Run) FY98	1429	1	6/30/05
32	Account Authorization Forms (Blue Sheets) Box 1 FY98	1429	1	6/30/05
33	Account Authorization Forms (Blue Sheets) Box 2 FY98	1429	1	6/30/05
34	Payroll Certs (FY96) FY98	1429	1	6/30/05
35	Payroll Certs FY98	1429	1	6/30/05
36	Working Fund Batch A92001 - A92045 FY98	1429	1	6/30/05
37	Working Fund Batch A92046 - A92083 FY98	1429	1	6/30/05
38	Working Fund Batch A92084 - A92122 FY98	1429	1	6/30/05
39	Working Fund Batch A92123 - A92165 FY98	1429	1	6/30/05

40	Working Fund Batch A92166 - A92205 FY98	1429	1	6/30/05
41	Working Fund Batch A92206 - A92247 FY98	1429	1	6/30/05
42	Working Fund Batch A92248 - A92291 FY98	1429	1	6/30/05
43	Working Fund Batch A92292 - A92334 FY98	1429	1	6/30/05
44	Working Fund Batch A92335 - A92383 FY98	1429	1	6/30/05
45	Working Fund Batch A92384 - A92428 FY98	1429	1	6/30/05
46	Working Fund Batch A92429 - A92466 FY98	1429	1	6/30/05
47	Working Fund Batch A92467 - A92512 FY98	1429	1	6/30/05
48	Working Fund Batch A92513 - A92554 FY98	1429	1	6/30/05
49	Working Fund Batch A92555 - A92563 FY98	1429	1	6/30/05
50	Travel Expense Statements A - B FY98	1429	1	6/30/05
51	Travel Expense Statements C - E FY98	1429	1	6/30/05
52	Travel Expense Statements F - Hh FY98	1429	1	6/30/05
53	Travel Expense Statements Hi - L FY98	1429	1	6/30/05
54	Travel Expense Statements M - Pn FY98	1429	1	6/30/05
55	Travel Expense Statements Po - Sn FY98	1429	1	6/30/05
56	Travel Expense Statements So - V FY98	1429	1	6/30/05
57	Travel Expense Statements W - Z FY98	1429	1	6/30/05
58	WFA Correspondence - Accounts Payable - Financial Analysis FY98	1429	1	6/30/05
59	WFA Correspondence - Financial Services - School of Law	1429	1	6/30/05
60	WFA Correspondence - School of Nursing - FMIS FY98	1429	1	6/30/05
61	QA MN'S & EN'S	1429	1	6/30/05
62	QA WB, MB, I8, IC, & TC	1429	1	6/30/05
63	QA JV2000 - JV2188	1429	1	6/30/05
64	QA JV2189 - J12235	1429	1	6/30/05
65	QA J12236-J22166	1429	1	6/30/05
66	QA J22167-J32091	1429	1	6/30/05
67	QA J32092-J42007	1429	1	6/30/05
68	QA J42008-J42173	1429	1	6/30/05
69	QA J42174-J52143	1429	1	6/30/05
70	QA BATCH HEADERS 3/17/98 - 5/28/98	1429	1	6/30/05
71	QA CBS LOCK BOX JV2002-J22033	1429	1	6/30/05
72	QA CBS LOCK BOX J22068-J32163	1429	1	6/30/05
73	QA CBS LOCK BOX J32174-J52111	1429	1	6/30/05
74	QA CBS MONTH END REPORTS 5/97 - 11/97	1429	1	6/30/05
75	QA CD2000-CD2342	1429	1	6/30/05
76	QA CD2345-CD2689	1429	1	6/30/05
77	QA CD2691-C12083	1429	1	6/30/05
78	QA C12086-C12430	1429	1	6/30/05
79	QA C12433-C12751	1429	1	6/30/05
80	QA C12748-C22023 &CKS FROM REST FDS	1429	1	6/30/05
81	QA J'2s FROM CASHIER'S OFFICE	1429	1	6/30/05
82	A/P A12401-A12475	1429	1	6/30/05
83	A/P A12476-A12548	1429	1	6/30/05
84	A/P A12549-A12617	1429	1	6/30/05
85	A/P A12618-A12696	1429	1	6/30/05
86	A/P A12697-A12788	1429	1	6/30/05
87	A/P A12789-A22051	1429	1	6/30/05

88	A/P A22052-A22125	1429	1	6/30/05	
89	A/P A22126-A22203	1429	1	6/30/05	
90	A/P A22204-A22267	1429	1	6/30/05	
91	A/P A22268-A22343	1429	1	6/30/05	
92	A/P A22344-A22425	1429	1	6/30/05	
93	A/P A22426-A22503	1429	1	6/30/05	
94	A/P A22504-A22604	1429	1	6/30/05	
95	A/P A22605-A22674	1429	1	6/30/05	
96	A/P A22676-A22753	1429	1	6/30/05	
97	A/P A22754-A32025	1429	1	6/30/05	
98	A/P A32026-A32103	1429	1	6/30/05	
99	A/P A32104-A32183	1429	1	6/30/05	
100	A/P A32184-A32256	1429	1	6/30/05	
101	A/P A32257-A32345	1429	1	6/30/05	
102	A/P A32346-A32429	1429	1	6/30/05	
103	A/P A32430-A32494	1429	1	6/30/05	
104	A/P A32495-A32574	1429	1	6/30/05	
105	A/P A32575-A32646	1429	1	6/30/05	
106	A/P A32647-A32724	1429	1	6/30/05	
<i>Duplicate</i>	107	A/P A32725-A42000	1429	1	6/30/05
	108	A/P A32725-A42000	1429	1	6/30/05
	109	A/P A42001-A42070	1429	1	6/30/05
	110	A/P A42071-A42154	1429	1	6/30/05
	111	A/P A42155-A42223	1429	1	6/30/05
	112	A/P A42224-A42282	1429	1	6/30/05
	113	A/P A42283-A42342	1429	1	6/30/05
	114	A/P A42343-A42410	1429	1	6/30/05
	115	A/P A42411-A42474	1429	1	6/30/05
	116	A/P A42475-A42542	1429	1	6/30/05
	117	A/P A42543-A42614	1429	1	6/30/05
	118	A/P A42615-A42671	1429	1	6/30/05
	119	A/P A42672-A42737	1429	1	6/30/05
	120	A/P A42738-A42794	1429	1	6/30/05
	121	A/P A42795-A52058	1429	1	6/30/05
	122	A/P A52059-A52128	1429	1	6/30/05
	123	A/P A52129-A52185	1429	1	6/30/05
	124	A/P A52186-A52254	1429	1	6/30/05
	125	A/P A52255-A52322	1429	1	6/30/05
	126	A/P A52323-A52381	1429	1	6/30/05
	127	A/P A52382-A52448	1429	1	6/30/05
	128	A/P A52449-A52514	1429	1	6/30/05
	129	A/P A52515-A52579	1429	1	6/30/05
	130	A/P A52550-A52649	1429	1	6/30/05
	131	A/P A52650-A52726	1429	1	6/30/05
	132	A/P A52727-A52795	1429	1	6/30/05
	133	A/P A52796-A62066	1429	1	6/30/05
	134	A/P A62067-A62129	1429	1	6/30/05
	135	A/P A62130-A62198	1429	1	6/30/05
	136	A/P A62199-A62292	1429	1	6/30/05
	137	A/P A62293-A62356	1429	1	6/30/05
	138	A/P A62357-A62423	1429	1	6/30/05

139	A/P A62424-A62515	1429	1	6/30/05
140	A/P A62517-A62599	1429	1	6/30/05
141	A/P A62600-A62679	1429	1	6/30/05
142	A/P A62680-A62742	1429	1	6/30/05
143	A/P A62742-A72009	1429	1	6/30/05
144	A/P A72010-A72070	1429	1	6/30/05
145	A/P A72071-A72153	1429	1	6/30/05
146	A/P A72154-A72230	1429	1	6/30/05
147	A/P A72231-A72296	1429	1	6/30/05
148	A/P A72297-A72376	1429	1	6/30/05
149	A/P A72377-A72457	1429	1	6/30/05
150	A/P A72458-A72557	1429	1	6/30/05
151	A/P A72558-A72602	1429	1	6/30/05
152	A/P A72603-A72679	1429	1	6/30/05
153	A/P A72680-A72732	1429	1	6/30/05
154	A/P A72733-A72797	1429	1	6/30/05
155	A/P A72798-A82046	1429	1	6/30/05
156	A/P A82047-A82110	1429	1	6/30/05
157	A/P A82111-A82191	1429	1	6/30/05

*partial
disp.
7/2004*

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
99W1034	224	2302 (1429)	1	7/1/04	SAVE ↓
00W844	46	2302 (1429)	1	7/1/04	
02W856	11	2302 (1429)	1	7/1/04	
99W1035	49	2302 (1429)	1	7/1/04	
00W843	193	2302 (1429)	1	7/1/04	
02W855	31	2302 (1429)	1	7/1/04	Except for Boxes 3 - 31
00W845	57	2302 (1429)	1	7/1/04	
02W249	204	2302 (1429)	1	7/1/04	
02W853	92	2302 (1429)	1	7/1/04	Except for Boxes 35 - 85
02W250	136	2302 (1429)	1	7/1/04	
02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

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 i. University of Maryland, Baltimore		ACCESSION NO. 00W844	DATE REC'D 2-22-00
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, MD 21201		LOCATION RANGE SECTION(S) 23 16-17	NO. OF CU. FT. 46
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</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
	<p>General Accounting Records (1429) <u>FY 1997</u> Boxes 1 - 46 Disposal Date: 6/30/2004 Agency Code: R31</p>	<p>Sche. 1429 2302 Item # 1 July 2004</p> <p>Disposal 7-26-04</p>

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	QA CBS LOCK BOX JV2000-J22102	1429	1	6/30/04
2	QA CBS LOCK BOX J22107-J42198	1429	1	6/30/04
3	QA CBS MONTH END REPORTS 7/95-2/96	1429	1	6/30/04
4	QA CBS MONTH END REPORTS 3/96-9-96	1429	1	6/30/04
5	QA CBS MONTH END REPORTS 10/96-4/97	1429	1	6/30/04
6	A/P COMPLETES PO-PZ	1429	1	6/30/04
7	A/P COMPLETES CABLETRON-FH	1429	1	6/30/04
8	A/P COMPLETES HI-HE AND RE	1429	1	6/30/04
9	A/P COMPLETES ABBEY-DO	1429	1	6/30/04
10	A/P COMPLETES BA-CAZ	1429	1	6/30/04
11	A/P COMPLETES RESEARCH-SIGMA	1429	1	6/30/04
12	A/P COMPLETES FEDEX-FISHER	1429	1	6/30/04
13	A/P COMPLETES PA-PO AND Q	1429	1	6/30/04
14	A/P COMPLETES M	1429	1	6/30/04
15	A/P COMPLETES D-P AND HENRY SCHEIN	1429	1	6/30/04
16	A/P COMPLETES G AND J	1429	1	6/30/04
17	A/P COMPLETES SA-ST	1429	1	6/30/04
18	A/P COMPLETES N, NEN, O,	1429	1	6/30/04
19	MILLPORE, MOLECULAR PROBES, BUGLE, CHARLES RIVER			
20	A/P COMPLETES STR-SY AND TA-TZ	1429	1	6/30/04
21	A/P COMPLETES VWR,X,Y,Z	1429	1	6/30/04
22	A/P COMPLETES A,V,W	1429	1	6/30/04
23	NUMERICALS 157000-160999	1429	1	6/30/04
24	NUMERICALS FISHER 303007-307498	1429	1	6/30/04
25	NUMERICALS 153506-156999	1429	1	6/30/04
26	NUMERICALS 142500-144499	1429	1	6/30/04
27	NUMERICALS B56233-B60961AND B61000-B62998	1429	1	6/30/04
28	NUMERICALS 149000-152999	1429	1	6/30/04
29	NUMERICALS 144500-148998	1429	1	6/30/04
30	NUMERICALS 821801-823699	1429	1	6/30/04
31	NUMERICALS B69000-B70699	1429	1	6/30/04
32	NUMERICALS VWR 300506-303999	1429	1	6/30/04
33	NUMERICALS VWR 304000-307499	1429	1	6/30/04
34	NUMERICALS 161000-164999	1429	1	6/30/04
35	NUMERICALS B63000-B64999	1429	1	6/30/04
36	NUMERICALS B65000-B66998	1429	1	6/30/04
37	NUMERICALS B67000-B68999	1429	1	6/30/04
38	NUMERICALS 800071-817890 NUMERICALS 818000-819999	1429	1	6/30/04
39	NUMERICALS 820000-821799	1429	1	6/30/04
40	NUMERICALS 823701-825499	1429	1	6/30/04
41	NUMERICALS 825501-826999	1429	1	6/30/04
42	A/P A62491-A62563	1429	1	6/30/04
43	A/P A52591-A52664	1429	1	6/30/04
44	A/P A32232-A32305	1429	1	6/30/04
45	A/P A32306-A32391	1429	1	6/30/04

46 | A/P A32555-A32640

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland, Baltimore		ACCESSION NO. 00W845	DATE REC'D 2-22-00
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, MD 21201		LOCATION RANGE SECTION(S) 22 20-21	NO. OF CU. FT. 57
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) <u>FY 1999</u> Boxes 1 - 57 Disposal Date: 6/30/2006 Agency Code: R31	²³⁰² Sche. # 1429 Item # 1 July 2006 July 2004 Disposal 7-26-09

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	Restricted-GRANT FOLDERS	1429	1	6/30/06
2	Restricted-GRANT FOLDERS	1429	1	6/30/06
3	Restricted-GRANT FOLDERS	1429	1	6/30/06
4	Restricted-GRANT FOLDERS	1429	1	6/30/06
5	Restricted-GRANT FOLDERS	1429	1	6/30/06
6	Restricted-GRANT FOLDERS	1429	1	6/30/06
7	Restricted-GRANT FOLDERS	1429	1	6/30/06
8	Restricted-GRANT FOLDERS	1429	1	6/30/06
9	Restricted-GRANT FOLDERS	1429	1	6/30/06
10	Restricted-GRANT FOLDERS	1429	1	6/30/06
11	Restricted-GRANT FOLDERS	1429	1	6/30/06
12	Restricted-GRANT FOLDERS	1429	1	6/30/06
13	Restricted-GRANT FOLDERS	1429	1	6/30/06
14	Restricted-GRANT FOLDERS	1429	1	6/30/06
15	Restricted-GRANT FOLDERS	1429	1	6/30/06
16	Restricted-GRANT FOLDERS	1429	1	6/30/06
17	Restricted-GRANT FOLDERS	1429	1	6/30/06
18	Restricted-GRANT FOLDERS	1429	1	6/30/06
19	Restricted-GRANT FOLDERS	1429	1	6/30/06
20	Restricted-GRANT FOLDERS	1429	1	6/30/06
21	Restricted-GRANT FOLDERS	1429	1	6/30/06
22	Restricted-GRANT FOLDERS	1429	1	6/30/06
23	Restricted-GRANT FOLDERS	1429	1	6/30/06
24	Restricted-GRANT FOLDERS	1429	1	6/30/06
25	Restricted-GRANT FOLDERS	1429	1	6/30/06
26	Restricted-GRANT FOLDERS	1429	1	6/30/06
27	Restricted-GRANT FOLDERS	1429	1	6/30/06
28	Restricted-GRANT FOLDERS	1429	1	6/30/06
29	Restricted-GRANT FOLDERS	1429	1	6/30/06
30	Restricted-GRANT FOLDERS	1429	1	6/30/06
31	Restricted-GRANT FOLDERS	1429	1	6/30/06
32	Restricted-GRANT FOLDERS	1429	1	6/30/06
33	Restricted-GRANT FOLDERS	1429	1	6/30/06
34	Restricted-GRANT FOLDERS	1429	1	6/30/06
35	Restricted-GRANT FOLDERS	1429	1	6/30/06
36	Restricted-GRANT FOLDERS	1429	1	6/30/06
37	Restricted-GRANT FOLDERS	1429	1	6/30/06
38	Restricted-GRANT FOLDERS	1429	1	6/30/06
39	Restricted-GRANT FOLDERS	1429	1	6/30/06
40	Restricted-GRANT FOLDERS	1429	1	6/30/06
41	Restricted-GRANT FOLDERS	1429	1	6/30/06
42	Restricted-GRANT FOLDERS	1429	1	6/30/06
43	Restricted-GRANT FOLDERS	1429	1	6/30/06
44	Restricted-GRANT FOLDERS	1429	1	6/30/06
45	Restricted-FINAN STATEMENT FY96	1429	1	6/30/06
46	Restricted-FINAN STATEMENT FY95	1429	1	6/30/06
47	Restricted-FINAN STATEMENT FY97	1429	1	6/30/06
48	Restricted-FINAN STATEMENT FY93,94,95	1429	1	6/30/06

49	Restricted-FINAN STATEMENT FY97	1429	1	6/30/06
50	Restricted-FINAN STATEMENT FY93,94,95	1429	1	6/30/06
51	QA BATCH HEADERS 8/7/98-10/15/98	1429	1	6/30/06
52	QA BATCH HEADERS 10/16/98-1/29/99	1429	1	6/30/06
53	QA BATCH HEADERS 2/2/99-4/30/99	1429	1	6/30/06
54	Restricted-FINAN STATEMENT FY96	1429	1	6/30/06
55	Restricted-FINAN STATEMENT FY93,94,95	1429	1	6/30/06
56	Restricted-FINAN STATEMENT FY91,92	1429	1	6/30/06
57	Restricted-FINAN STATEMENT FY91,92	1429	1	6/30/06

R ~~22~~ 22

S 20-21

① - space
(S-21)

REFERENCE REQUEST

Directions: 1. Please print or type. 2. Send both copies of form. 3. Use a separate form for each request.

1. RECORDS REQUESTED

a. Case Name or Title
 ① Restricted Funds
 ② Restricted Grant Files
 ③ Restricted-Grant Folders

b. Case No.
 ① 21
 ② 20
 ③ 43

c. Date or Year
 ① FY 2001
 ② FY 2000
 ③ FY 1999

d. Other Information
 The records are requested in relation to questions regarding a grant. Please notify me at (410) 706-7295, when the boxes are ready for pickup.

00W845 Whole Box # 43

JUN 12 | 2002

2. LOCATION OF RECORDS

a. Accession or Lot No. ① 02W854 ② 02W250 ③ 00W845	b. Box No. ① 21 ② 20 ③ 43	c. Record Center location ① 108 ② 23 ③ 22	9-10 4-7 20.2
		Range(s)	Section(s)

3. REQUESTOR

a. Name Wayne Flooden	b. Telephone No. (410) 706-7295	c. Date of Request 6/11/02
--------------------------	------------------------------------	-------------------------------

4. Name and Address of Requesting Agency

University of Maryland Baltimore, Financial Services
 737 West Lombard Street, Baltimore, Maryland 21201

FOR RECORDS CENTER USE ONLY

<input type="checkbox"/> Records Destroyed	<input type="checkbox"/> Additional Information Needed
<input type="checkbox"/> Records Missing From Box	
<input type="checkbox"/> Records Charged Out (name and date)	
Date 6/12/02	Searcher's Initials EJS

REFERENCE REQUEST

Directions: 1. Please print or type. 2. Send both copies of form. 3. Use a separate form for each request.

1. RECORDS REQUESTED

a. Case Name or Title
Box 42 Restricted Grant Folders
Box 40 Restricted Grant Files

AUG 21 2003

b. Case No.
42
40

c. Date or Year
FY1999
FY2000

d. Other Information *The records are requested in relation to questions regarding grants. Please notify me at (410) 706-7295, when the boxes are ready for pickup.*

2. LOCATION OF RECORDS

a. Accession or Lot No.
00W845
02W250

b. Box No.
42
40

c. Record Center location
22
23
Range(s)
20-21
4-7
Section(s)

3. REQUESTOR

a. Name
Naqim F. Odeh

b. Telephone No.
(410) 706-7295

c. Date of Request
8/20/03

4. Name and Address of Requesting Agency

*University of Maryland Baltimore, Financial Services
737 West Lombard Street, Baltimore, Maryland 21201*

FOR RECORDS CENTER USE ONLY

- Records Destroyed
- Records Missing From Box
- Records Charged Out (name and date)

Additional Information Needed

Date

Searcher's Initials

8-21-03

(h)

E

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

RECORDS TRANSMITTAL AND RECEIPT

RECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 02W1249	DATE REC'D 10-26-01
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, MD 21201		LOCATION RANGE SECTION(S) 156 19-24	NO. OF CU. FT. 204
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) <u>FY 1999</u> Boxes 1-204 Disposal Date: 6/30/2006 Agency Code: R31	Sche. # 1429 2302 Item # 1 July 2006 July 2004 Disposal 8-2-04

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	Travel Expense Statements A - B	1429	1	6/30/06
2	Travel Expense Statements C - E	1429	1	6/30/06
3	Travel Expense Statements F - Ha	1429	1	6/30/06
4	Travel Expense Statements He - L	1429	1	6/30/06
5	Travel Expense Statements M - Q	1429	1	6/30/06
6	Travel Expense Statements R - Sr	1429	1	6/30/06
7	Travel Expense Statements St - Z	1429	1	6/30/06
8	Out-of-State Travel Requests A - L	1429	1	6/30/06
9	Out-of State Travel Requests M - Z	1429	1	6/30/06
10	OMEGA Travel	1429	1	6/30/06
11	OMEGA Travel & Travel On	1429	1	6/30/06
12	OMEGA World Travel - Travel Reports	1429	1	6/30/06
13	Working Fund Batches A92001-A92059	1429	1	6/30/06
14	Working Fund Batches A92060-A92114	1429	1	6/30/06
15	Working Fund Batches A92115-A92166	1429	1	6/30/06
16	Working Fund Batches A92167-A92220	1429	1	6/30/06
17	Working Fund Batches A92221-A92269	1429	1	6/30/06
18	Working Fund Batches A92270-A92325	1429	1	6/30/06
19	Working Fund Batches A92326-A92368	1429	1	6/30/06
20	Working Fund Batches A92369-A92425	1429	1	6/30/06
21	Working Fund Batches A92426-A92472	1429	1	6/30/06
22	Working Fund Batches A92473-A92526	1429	1	6/30/06
23	Working Fund Batches A92527-A92554	1429	1	6/30/06
24	WFA Correspondence - Associate Director - Allen to Financial Analysis	1429	1	6/30/06
25	WFA Correspondence - Fin. Pol. & Prod. To IDT's (Misc. FS)	1429	1	6/30/06
26	State Internal Control Program (UMB) - 7/1/88 - 6/30/89	1429	1	6/30/06
27	State Internal Control Program (UMB) - 7/1/88 - 6/30/89; Economic Impact Data FY95 & Legislative Audits	1429	1	6/30/06
28	Fin. Serv. Policies & Procedures	1429	1	6/30/06
29	CUFS; FMIS & Integral; LIDA; Misc. Reports	1429	1	6/30/06
30	QA JV2000-JV2190	1429	1	6/30/06
31	QA JV2191-J12189	1429	1	6/30/06
32	QA J12190-J22110	1429	1	6/30/06
33	QA J22111-J32052	1429	1	6/30/06
34	QA J32053-J32209	1429	1	6/30/06
35	QA J32210-J42137	1429	1	6/30/06
36	QA J42138-J52070	1429	1	6/30/06
37	QA J52071-J52138, EN, TC, I8, HOSP TRF (JUNE 96-FEB 97)	1429	1	6/30/06
38	QA MN & MB BATCHES FY 99	1429	1	6/30/06
39	QA CD2001-CD2338	1429	1	6/30/06
40	QA CD2366-CD2669	1429	1	6/30/06
41	QA CD2672-CD2986	1429	1	6/30/06
42	QA CD2991-C12293	1429	1	6/30/06

43	QA C12295-C12570	1429	1	6/30/06
44	QA C12573-C12837	1429	1	6/30/06
45	QA C12841-C12862, CASHIER's J22500-J32718	1429	1	6/30/06
46	QA CBS INV. 51001-53200, PARKING TICKETS 12185-27999	1429	1	6/30/06
47	QA CBS INV. 53201-56400	1429	1	6/30/06
48	QA CBS INV 56401-59999, PARKING TICKETS 28000-28499	1429	1	6/30/06
49	QA CBS PARKING TICKETS 28500-31499	1429	1	6/30/06
50	QA PARKING RECEIPTS 7/96-2/98	1429	1	6/30/06
51	QA PARKING RECEIPTS 3/98-6/99	1429	1	6/30/06
52	QA REPORT OF CASH COLLECTION/DEPOSIT 7/92-12/97	1429	1	6/30/06
53	QA REPORT OF CASH COLLECTION/DEPOSIT 5/97-6/99	1429	1	6/30/06
54	QA HOSPITAL TRANSFERS 3/97-10/98	1429	1	6/30/06
55	QA BATCH HEADERS:FAS PREEDITS 6/98- 6/99	1429	1	6/30/06
56	QA AM952 & 953 6/93-12/95	1429	1	6/30/06
57	QA CBS MONTH END 12/97-3/98	1429	1	6/30/06
58	QA CBS MONTH END 4/98-6/98	1429	1	6/30/06
59	QA CBS MONTH END 7/98-11-98	1429	1	6/30/06
60	QA CBS MONTH END 12/98-3/99	1429	1	6/30/06
61	QA CBS MONTH END 4/99-6/99	1429	1	6/30/06
62	QA AM 952 & 953 YEARS 94-98	1429	1	6/30/06
63	QA CBS LOCK BOX ENTRIES 7/98-10/98	1429	1	6/30/06
64	QA CBS LOCK BOX ENTRIES 11/98-2/99	1429	1	6/30/06
65	QA CBS LOCK BOX ENTRIES 3/99-6/99	1429	1	6/30/06
66	QA DONALDSON BROWN CONTRACTS 822- 1499	1429	1	6/30/06
67	A/P A12400 TO A12461 FY 98-99 BATCHES	1429	1	6/30/06
68	A/P A12462 TO A12527 FY 98-99 BATCHES	1429	1	6/30/06
69	A/P A12528 TO A12592 FY 98-99 BATCHES	1429	1	6/30/06
70	A/P A22122 TO A22185 FY 98-99 BATCHES	1429	1	6/30/06
71	A/P A12593 TO A12665 FY 98-99 BATCHES	1429	1	6/30/06
72	A/P A12666 TO A12725 FY 98-99 BATCHES	1429	1	6/30/06
73	A/P A12726 TO A12799 FY 98-99 BATCHES	1429	1	6/30/06
74	A/P A22504 TO A22565 FY 98-99 BATCHES	1429	1	6/30/06
75	A/P A22445 TO A22503 FY 98-99 BATCHES	1429	1	6/30/06
76	A/P A22566 TO A22608 FY 98-99 BATCHES	1429	1	6/30/06
77	A/P A22000 TO A22060 FY 98-99 BATCHES	1429	1	6/30/06
78	A/P A22061 TO A22121 FY 98-99 BATCHES	1429	1	6/30/06
79	A/P A22312 TO A22378 FY 98-99 BATCHES	1429	1	6/30/06
80	A/P A22379 TO A22444 FY 98-99 BATCHES	1429	1	6/30/06
81	A/P A22609 TO A22677 FY 98-99 BATCHES	1429	1	6/30/06
82	A/P A32000 TO A32073 FY 98-99 BATCHES	1429	1	6/30/06
83	A/P A32074 TO A32115 FY 98-99 BATCHES	1429	1	6/30/06
84	A/P A22678 TO A22749 FY 98-99 BATCHES	1429	1	6/30/06
85	A/P A22186 TO A22241 FY 98-99 BATCHES	1429	1	6/30/06
86	A/P A32239 TO A32295 FY 98-99 BATCHES	1429	1	6/30/06
87	A/P A32115 TO A32184 FY 98-99 BATCHES	1429	1	6/30/06

88	A/P	A32296 TO A32363	FY 98-99 BATCHES	1429	1	6/30/06
89	A/P	A22242 TO A22312	FY 98-99 BATCHES	1429	1	6/30/06
90	A/P	A62109 TO A62170	FY 98-99 BATCHES	1429	1	6/30/06
91	A/P	A32364 TO A32384	FY 98-99 BATCHES	1429	1	6/30/06
92	A/P	A32386 TO A32453	FY 98-99 BATCHES	1429	1	6/30/06
93	A/P	A32454 TO A32519	FY 98-99 BATCHES	1429	1	6/30/06
94	A/P	A32520 TO A32568	FY 98-99 BATCHES	1429	1	6/30/06
95	A/P	A32569 TO A32634	FY 98-99 BATCHES	1429	1	6/30/06
96	A/P	A42211 TO A42284	FY 98-99 BATCHES	1429	1	6/30/06
97	A/P	A42285 TO A42360	FY 98-99 BATCHES	1429	1	6/30/06
98	A/P	A42361 TO A42427	FY 98-99 BATCHES	1429	1	6/30/06
99	A/P	A32759 TO A32799	FY 98-99 BATCHES	1429	1	6/30/06
100	A/P	A52000 TO A52079	FY 98-99 BATCHES	1429	1	6/30/06
101	A/P	A52150 TO A52216	FY 98-99 BATCHES	1429	1	6/30/06
102	A/P	A42000 TO A42075	FY 98-99 BATCHES	1429	1	6/30/06
103	A/P	A32717 TO A32758	FY 98-99 BATCHES	1429	1	6/30/06
104	A/P	A42118 TO A42210	FY 98-99 BATCHES	1429	1	6/30/06
105	A/P	A42076 TO A42117	FY 98-99 BATCHES	1429	1	6/30/06
106	A/P	A32185 TO A32238	FY 98-99 BATCHES	1429	1	6/30/06
107	A/P	A22750 TO A22799	FY 98-99 BATCHES	1429	1	6/30/06
108	A/P	A52217 TO A52295	FY 98-99 BATCHES	1429	1	6/30/06
109	A/P	A42428 TO A42517	FY 98-99 BATCHES	1429	1	6/30/06
110	A/P	A42595 TO A42669	FY 98-99 BATCHES	1429	1	6/30/06
111	A/P	A42518 TO A42594	FY 98-99 BATCHES	1429	1	6/30/06
112	A/P	A42750 TO A42799	FY 98-99 BATCHES	1429	1	6/30/06
113	A/P	A42670 TO A42749	FY 98-99 BATCHES	1429	1	6/30/06
114	A/P	A52575 TO A52651	FY 98-99 BATCHES	1429	1	6/30/06
115	A/P	A52652 TO A52680	FY 98-99 BATCHES	1429	1	6/30/06
116	A/P	A52510 TO A52574	FY 98-99 BATCHES	1429	1	6/30/06
117	A/P	A52370 TO A52450	FY 98-99 BATCHES	1429	1	6/30/06
118	A/P	A52296 TO A52369	FY 98-99 BATCHES	1429	1	6/30/06
119	A/P	A62421 TO A62453	FY 98-99 BATCHES	1429	1	6/30/06
120	A/P	A62044 TO A62107	FY 98-99 BATCHES	1429	1	6/30/06
121	A/P	A52451 TO A52509	FY 98-99 BATCHES	1429	1	6/30/06
122	A/P	A52799 TO A62043	FY 98-99 BATCHES	1429	1	6/30/06
123	A/P	A52735 TO A52798	FY 98-99 BATCHES	1429	1	6/30/06
124	A/P	A52681 TO A52734	FY 98-99 BATCHES	1429	1	6/30/06
125	A/P	A62517 TO A62587	FY 98-99 BATCHES	1429	1	6/30/06
126	A/P	A62171 TO A62247	FY 98-99 BATCHES	1429	1	6/30/06
127	A/P	A62454 TO A62515	FY 98-99 BATCHES	1429	1	6/30/06
128	A/P	A52080 TO A52149	FY 98-99 BATCHES	1429	1	6/30/06
129	A/P	A72387 TO A72453	FY 98-99 BATCHES	1429	1	6/30/06
130	A/P	A62356 TO A62420	FY 98-99 BATCHES	1429	1	6/30/06
131	A/P	A62312 TO A62355	FY 98-99 BATCHES	1429	1	6/30/06
132	A/P	A62248 TO A62311	FY 98-99 BATCHES	1429	1	6/30/06
133	A/P	A72600 TO A82267	AD010'S 98-99 BAT	1429	1	6/30/06
134	A/P	A62588 TO A62662	FY 98-99 BATCHES	1429	1	6/30/06
135	A/P	A62663 TO A62731	FY 98-99 BATCHES	1429	1	6/30/06
136	A/P	A62732 TO A62793	FY 98-99 BATCHES	1429	1	6/30/06
137	A/P	A62794 TO A72058	FY 98-99 BATCHES	1429	1	6/30/06
138	A/P	A72059 TO A72121	FY 98-99 BATCHES	1429	1	6/30/06

139	A/P	A72321 TO A72386 FY 98-99 BATCHES	1429	1	6/30/06
140	A/P	A72256 TO A72320 FY 98-99 BATCHES	1429	1	6/30/06
141	A/P	A72188 TO A72255 FY 98-99 BATCHES	1429	1	6/30/06
142	A/P	A72122 TO A72187 FY 98-99 BATCHES	1429	1	6/30/06
143	A/P	A32500 TO A52599 FY 98-99 BATCHES	1429	1	6/30/06
144	A/P	A12400 TO A32499 FY 98-99 BATCHES	1429	1	6/30/06
145	A/P	A22453,A22566,A22571,A22585-A22595	1429	1	6/30/06
146	A/P	A52140,A52143,A52434,A52441,A52562	1429	1	6/30/06
147	A/P	UPS COMPLETED PO'S	1429	1	6/30/06
148	A/P	B TO COM COMPLETED PO'S	1429	1	6/30/06
149	A/P	M TO N COMPLETED PO'S	1429	1	6/30/06
150	A/P	L,LIFE TECH, MARRIOTT, MD,MAC,MICR	1429	1	6/30/06
151	A/P	MEMOS' AND FY97 CLOSING DATES	1429	1	6/30/06
152	A/P	A TO F COMPLETED PO'S	1429	1	6/30/06
153	A/P	GATEWAY,G,J,R COMPLETED PO'S	1429	1	6/30/06
154	A/P	NEN/O/BUGLE/CHARLES RIVER/BOISE	1429	1	6/30/06
155	A/P	K TO L(LIFE TECH) COMPLETED PO'S	1429	1	6/30/06
156	A/P	1987 TO 1992 TAX OFFSET/GAR	1429	1	6/30/06
157	A/P	WATER,BGE,ENCUMBERED EDITS	1429	1	6/30/06
158	A/P	B TO CL COMPLETED PO'S	1429	1	6/30/06
159	A/P	CL TO F COMPLETED PO'S	1429	1	6/30/06
160	A/P	SA TO STA COMPLETED PO'S	1429	1	6/30/06
161	A/P	A TO C COMPLETED PO'S	1429	1	6/30/06
162	A/P	A TO Z COMPLETED PO'S	1429	1	6/30/06
163	A/P	3'S COMPLETED PO'S	1429	1	6/30/06
164	A/P	STE,SW,PA,PH COMPLETED PO'S	1429	1	6/30/06
165	A/P	O-Z,BELL ATLANTIC,BGE,ATT,PARK AM	1429	1	6/30/06
166	A/P	PGC TO PU COMPLETED PO'S	1429	1	6/30/06
167	A/P	AUU TO ALLQ,AUT COMPLETED PO'S	1429	1	6/30/06
168	A/P	3000 TO B'S COMPLETED PO'S	1429	1	6/30/06
169	A/P	A,D,E,H COMPLETED PO'S	1429	1	6/30/06
170	A/P	F TO Z COMPLETED PO'S	1429	1	6/30/06
171	A/P	B7300 TO B75499 FY 98-99	1429	1	6/30/06
172	A/P	165000 TO 169499	1429	1	6/30/06
173	A/P	169500 TO 173499	1429	1	6/30/06
174	A/P	174000 TO 178249	1429	1	6/30/06
175	A/P	178250 TO 182449	1429	1	6/30/06
176	A/P	182250 TO 185499	1429	1	6/30/06
177	A/P	186000 TO 828499	1429	1	6/30/06
178	A/P	828500 TO 830249	1429	1	6/30/06
179	A/P	B71151 TO B73299	1429	1	6/30/06
180	A/P	831700 TO B71150	1429	1	6/30/06
181	A/P	B75500 TO 188498	1429	1	6/30/06
182	A/P	830250 TO 831699	1429	1	6/30/06
183	A/P	195000 TO 198999	1429	1	6/30/06
184	A/P	191000 TO 195499	1429	1	6/30/06
185	A/P	885000 TO 190999	1429	1	6/30/06
186	A/P	COMPLETED PO'S	1429	1	6/30/06
187	A/P	CONTRACTS COMPLETE	1429	1	6/30/06
188	A/P	CONTRACTS COMPLETE	1429	1	6/30/06
189	A/P	AJ,RIDGE,CELL ONE	1429	1	6/30/06

190	A/P	M	1429	1	6/30/06
191	A/P	A'S AND VWR	1429	1	6/30/06
192	A/P	BOISE, CHARLES RIVER, NA-NG, NA-NZ	1429	1	6/30/06
193	A/P	GA-GZ, J, K-KELLY, LA-LIFE	1429	1	6/30/06
194	A/P	STATE USE, T-TIS, PA-PEP	1429	1	6/30/06
195	A/P	VWR, XEROX, XYZ	1429	1	6/30/06
196	A/P	COMPLETE CONTRACTS	1429	1	6/30/06
197	A/P	PEN, PGC, PHA-PHY, PIP, L, PO, PRA, PRI	1429	1	6/30/06
198	A/P	COMPLETES FISHER	1429	1	6/30/06
199	A/P	C'S TO F	1429	1	6/30/06
200	A/P	COMPLETES CONTRACTS	1429	1	6/30/06
201	A/P	VWR COMPLETES	1429	1	6/30/06
202	A/P	AA-AZ, VA-VZ, VECTOR, VIKING, S	1429	1	6/30/06
203	A/P	VWR COMPLETES	1429	1	6/30/06
204	A/P	U AND B'S	1429	1	6/30/06

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 02W/250	DATE REC'D 10/29/01
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, MD 21201		LOCATION RANGE SECTION(S) 23 4-7	NO. OF CU. FT. 134
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	General Accounting Records (1429) <u>FY 2000</u> Boxes 1-134 Disposal Date: 6/30/2007 Agency Code: R31	Sche. # 1429 ²³⁰² Item # 1 July 2007 July 2004 Disposal 7-26-04 *MISSING Box 37, 126 127, 128, 129, 130 131, 132, 133 134	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	RESTRICTED GRANT FILES	1429	1	6/30/07
2	RESTRICTED GRANT FILES	1429	1	6/30/07
3	RESTRICTED GRANT FILES	1429	1	6/30/07
4	RESTRICTED GRANT FILES	1429	1	6/30/07
5	RESTRICTED GRANT FILES	1429	1	6/30/07
6	RESTRICTED GRANT FILES	1429	1	6/30/07
7	RESTRICTED GRANT FILES	1429	1	6/30/07
8	RESTRICTED GRANT FILES	1429	1	6/30/07
9	RESTRICTED GRANT FILES	1429	1	6/30/07
10	RESTRICTED GRANT FILES	1429	1	6/30/07
11	RESTRICTED GRANT FILES	1429	1	6/30/07
12	RESTRICTED GRANT FILES	1429	1	6/30/07
13	RESTRICTED GRANT FILES	1429	1	6/30/07
14	RESTRICTED GRANT FILES	1429	1	6/30/07
15	RESTRICTED GRANT FILES	1429	1	6/30/07
16	RESTRICTED GRANT FILES	1429	1	6/30/07
17	RESTRICTED GRANT FILES	1429	1	6/30/07
18	RESTRICTED GRANT FILES	1429	1	6/30/07
19	RESTRICTED GRANT FILES	1429	1	6/30/07
20	RESTRICTED GRANT FILES	1429	1	6/30/07
21	RESTRICTED GRANT FILES	1429	1	6/30/07
22	RESTRICTED GRANT FILES	1429	1	6/30/07
23	RESTRICTED GRANT FILES	1429	1	6/30/07
24	RESTRICTED GRANT FILES	1429	1	6/30/07
25	RESTRICTED GRANT FILES	1429	1	6/30/07
26	RESTRICTED GRANT FILES	1429	1	6/30/07
27	RESTRICTED GRANT FILES	1429	1	6/30/07
28	RESTRICTED GRANT FILES	1429	1	6/30/07
29	RESTRICTED GRANT FILES	1429	1	6/30/07
30	RESTRICTED GRANT FILES	1429	1	6/30/07
31	RESTRICTED GRANT FILES	1429	1	6/30/07
32	RESTRICTED GRANT FILES	1429	1	6/30/07
33	RESTRICTED GRANT FILES	1429	1	6/30/07
34	RESTRICTED GRANT FILES	1429	1	6/30/07
35	RESTRICTED GRANT FILES	1429	1	6/30/07
36	RESTRICTED GRANT FILES	1429	1	6/30/07
37	RESTRICTED GRANT FILES	1429	1	6/30/07
38	RESTRICTED GRANT FILES	1429	1	6/30/07
39	RESTRICTED GRANT FILES	1429	1	6/30/07
40	RESTRICTED GRANT FILES	1429	1	6/30/07
41	RESTRICTED GRANT FILES	1429	1	6/30/07
42	Payroll Student Files 2000	1429	1	6/30/07
43	Payroll Student Files 2000	1429	1	6/30/07
44	Payroll Student Files 2000	1429	1	6/30/07
45	Payroll Student Files S - Z	1429	1	6/30/07
46	Payroll Student Files A - K	1429	1	6/30/07
47	Payroll Student Files B - D	1429	1	6/30/07
48	Payroll Student Files F - J	1429	1	6/30/07
49	Payroll Student Files K - L	1429	1	6/30/07
50	Payroll Student Files L - R	1429	1	6/30/07
51	Payroll Student Files M - R	1429	1	6/30/07
52	Payroll Student Files S - W	1429	1	6/30/07

53	Payroll Student Files W - Z	1429	1	6/30/07
54	Payroll Student Files Americorp	1429	1	6/30/07
55	Tuition Remission 1997	1429	1	6/30/07
56	Tuition Remission 1996 - 1997	1429	1	6/30/07
57	Tuition Remission 1997	1429	1	6/30/07
58	Payroll Cards 1/3/98 - 1/13/98	1429	1	6/30/07
59	Payroll Cards 7/14/98 - 8/98	1429	1	6/30/07
60	Payroll Cards 9/98 - 12/98	1429	1	6/30/07
61	Payroll Cards 6/99 - 7/99	1429	1	6/30/07
62	Payroll Cards 7/99 - 12/99	1429	1	6/30/07
63	Payroll Cards 7/00 - 8/26/00	1429	1	6/30/07
64	Payroll Certification Journals 1/17/98 - 2/15/98	1429	1	6/30/07
65	Payroll Certification Journals 2/28/98 - 3/14/98	1429	1	6/30/07
66	Payroll Certification Journals 3/28/98 - 4/11/98	1429	1	6/30/07
67	Payroll Certification Journals 5/25/98 - 5/9/98	1429	1	6/30/07
68	Payroll Certification Journals 5/9/98 - 5/23/98	1429	1	6/30/07
69	Payroll Certification Journals 6/28/98 - 6/6/98	1429	1	6/30/07
70	Payroll Certification Journals 6/8/98 - 6/20/98	1429	1	6/30/07
71	Payroll Certification Journals 7/4/98 - 7/18/98	1429	1	6/30/07
72	Payroll Certification Journals 7/18/98	1429	1	6/30/07
73	Payroll Certification Journals 7/4/98 - 8/29/98	1429	1	6/30/07
74	Payroll Certification Journals 8/12/98 - 9/26/98	1429	1	6/30/07
75	Payroll Certification Journals 10/10/98 - 10/24/98	1429	1	6/30/07
76	Payroll Certification Journals 11/7/98 - 11/21/98	1429	1	6/30/07
77	Payroll Certification Journals 12/5/98 - 12/19/98	1429	1	6/30/07
78	Payroll Certification Journals 12/31/98	1429	1	6/30/07
79	Payroll Certification Journals 1/30/99 - 2/13/99	1429	1	6/30/07
80	Payroll Certification Journals 2/27/99 - 3/13/99	1429	1	6/30/07
81	Payroll Certification Journals 3/27/99 - 12/8/99	1429	1	6/30/07
82	Payroll Certification Journals 6/5/99 - 6/10/99	1429	1	6/30/07
83	Payroll Check Register 3/29 - 4/26/97	1429	1	6/30/07
84	Payroll Check Register 5/10/97 - 6/21/97	1429	1	6/30/07
85	Payroll Check Register 7/15/97 - 8/2/97	1429	1	6/30/07
86	Payroll Check Register 1/3/98 - 1/31/98	1429	1	6/30/07
87	Payroll Check Register 2/14/98 - 2/28/98	1429	1	6/30/07
88	Payroll Check Register 9/12/98 - 10/10/98	1429	1	6/30/07
89	Payroll Check Register 8/1/98 - 8/29/98	1429	1	6/30/07
90	Payroll Check Register 1/30/99 - 2/27/99	1429	1	6/30/07
91	Payroll Check Register 3/13/99	1429	1	6/30/07
92	Payroll Check Register 4/25/99 - 5/22/99	1429	1	6/30/07
93	Payroll Check Register 6/5/99 - 7/3/99	1429	1	6/30/07
94	Payroll Check Register 6/27/99 - 7/5/99	1429	1	6/30/07
95	Payroll Check Register 7/13/99 - 7/31/99	1429	1	6/30/07
96	Payroll Check Register 8/28/99 - 9/25/99	1429	1	6/30/07
97	Direct Deposit 10/9/99	1429	1	6/30/07
98	Payroll Check Register 11/6/99 - 11/20/99	1429	1	6/30/07
99	Payroll Check Register 11/6/99 - 11/20/99	1429	1	6/30/07
100	Payroll Certification Journals 1/3/99 - 1/16/99	1429	1	6/30/07
101	Payroll Certification Journals 12/4/99 - 12/15/99	1429	1	6/30/07
102	Payroll Certification Journals 8/1/99 - 8/15/99	1429	1	6/30/07
103	Payroll Certification Journals 3/18/98	1429	1	6/30/07
104	Payroll Certification Journals 9/27/97 - 10/25/97	1429	1	6/30/07
105	Payroll Certification Journals 4/10/00 - 4/24/99	1429	1	6/30/07
106	Payroll Certification Journals 5/8/99 - 5/22/99	1429	1	6/30/07
107	Payroll Certification Journals 6/22/99 - 6/30/99	1429	1	6/30/07

108	Payroll Certification Journals 7/8/99 - 7/24/99	1429	1	6/30/07
109	Payroll Certification Journals 8/14/99 - 8/28/99	1429	1	6/30/07
110	Payroll Certification Journals 9/11/99 - 9/25/99	1429	1	6/30/07
111	Payroll Certification Journals	1429	1	6/30/07
112	Payroll Certification Journals	1429	1	6/30/07
113	Payroll Certification Journals 10/24/98 - 11/21/98	1429	1	6/30/07
114	Payroll Certification Journals 1991 - 1992	1429	1	6/30/07
115	Payroll Certification Journals 1993 - 1994	1429	1	6/30/07
116	Year End Payroll Certification Journals	1429	1	6/30/07
	12/96 - 12/97	1429	1	6/30/07
117	Payroll Certification Journals 1/15/00 - 1/29/00	1429	1	6/30/07
118	Payroll Certification Journals 2/12/00 - 2/26/00	1429	1	6/30/07
119	Payroll Certification Journals 3/11/00 - 8/08/00	1429	1	6/30/07
120	Payroll Certification Journals 7/1/00 - 7/15/00	1429	1	6/30/07
121	Payroll Certification Journals 6/17/00 - 6/30/00	1429	1	6/30/07
122	Payroll Certification Journals 5/2/00 - 6/30/00	1429	1	6/30/07
123	Payroll Certification Journals 4/22/00 - 5/9/00	1429	1	6/30/07
124	Payroll Certification Journals 7/29/00 - 8/12/00	1429	1	6/30/07
125	Payroll Certification Journals 6/30/99 - 12/1/99			
126	FY97 Financial Statement (Larry)	1429	1	6/30/07
127	RESTRICTED GRANT FILES	1429	1	6/30/07
128	RESTRICTED GRANT FILES	1429	1	6/30/07
129	RESTRICTED GRANT FILES	1429	1	6/30/07
130	RESTRICTED GRANT FILES	1429	1	6/30/07
131	RESTRICTED GRANT FILES	1429	1	6/30/07
132	RESTRICTED GRANT FILES	1429	1	6/30/07
133	RESTRICTED GRANT FILES	1429	1	6/30/07
134	RESTRICTED DRAWDOWNS	1429	1	6/30/07

Partial 1 Thru 74 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W852</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.05
C. MAILING ADDRESS 737 West Lomt Baltimore, Maryl		LOCATION RANGE SECTION(S) NO. OF CU. FT. <i>153 14-16 74</i>	
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICE Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>1-74</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES General Accounting Records () Fiscal Year: <i>2000</i> Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>75 Thru 102</i> <i>Disposal Date</i> <i>7/2007</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/04</i> <i>partial</i> <i>DISPOSAL</i> <i>8/5/04</i> <i>[Signature]</i>	

Partial 1 Thru 74 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W852</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		RANGE <i>153</i>	ROOM CODE <i>28.01.05</i>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION SECTION(S) <i>14-16</i>	NO. OF CU. FT. <i>74</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>1-74</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES General Accounting Records () Fiscal Year: <i>2000</i> Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>75 Thru 102</i> <i>Disposal Date</i> <i>7/2007</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/04</i> <i>partial</i> <i>DISPOSAL</i> <i>8/5/04</i> <i>[Signature]</i>	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	QA CLOSED PLANT FDS 70003-77076	1429	1	6/30/07
2	QA JV2000 - JV2182	1429	1	6/30/07
3	QA JV2183 - J12212	1429	1	6/30/07
4	QA J12213 - J22156	1429	1	6/30/07
5	QA J22157 - J32116	1429	1	6/30/07
6	QA J32117 - J42084	1429	1	6/30/07
7	QA J42085 - J52028	1429	1	6/30/07
8	QA J52029 - J52241	1429	1	6/30/07
9	QA REQUISITIONS FY 00	1429	1	6/30/07
10	QA CD2000 - CD2354	1429	1	6/30/07
11	QA CD2365 - CD2649	1429	1	6/30/07
12	QA CD2654 - CD2971	1429	1	6/30/07
13	QA CD2987 - C12299	1429	1	6/30/07
14	QA C12307 - C12613	1429	1	6/30/07
15	QA C12624 - C12861 & DEPOSITS FROM RESTRICTED FUNDS	1429	1	6/30/07
16	QA CASHIER'S JVS; QA MN2000-MN2072	1429	1	6/30/07
17	QA MN2073-MN2861; MB's; EN's	1429	1	6/30/07
18	QA CBS LOCK BOX JVS 7/1/99 - 10/29/99	1429	1	6/30/07
19	QA CBS LOCK BOX JVS 11/1/99 - 3/1/00	1429	1	6/30/07
20	QA CBS LOCK BOX JVS 3/2/00 - 6/30/00	1429	1	6/30/07
21	QA CBS INV 60400 - 62799	1429	1	6/30/07
22	QA FAS PRE-EDITS 6/10/99 - 9/20/99	1429	1	6/30/07
23	QA FAS PRE-EDITS 9/21/99 - 1/23/00	1429	1	6/30/07
24	Working Fund Batches A92001-A92051	1429	1	6/30/07
25	Working Fund Batches A92052-A92106	1429	1	6/30/07
26	Working Fund Batches A92107-A92154	1429	1	6/30/07
27	Working Fund Batches A92155-A92194	1429	1	6/30/07
28	Working Fund Batches A92195-A92234	1429	1	6/30/07
29	Working Fund Batches A92235-A92282	1429	1	6/30/07
30	Working Fund Batches A92283-A92330	1429	1	6/30/07
31	Working Fund Batches A92331-A92369	1429	1	6/30/07
32	Working Fund Batches A92370-A92418	1429	1	6/30/07
33	Working Fund Batches A92419-A92462	1429	1	6/30/07
34	Working Fund Batches A92463-A92500	1429	1	6/30/07
35	Working Fund Batches A92501-A92534	1429	1	6/30/07
36	Travel Expense Statements A-B	1429	1	6/30/07
37	Travel Expense Statements C-E	1429	1	6/30/07
38	Travel Expense Statements F-Hh	1429	1	6/30/07
39	Travel Expense Statements Hi-K	1429	1	6/30/07
40	Travel Expense Statements L-Mc	1429	1	6/30/07
41	Travel Expense Statements N-Sh	1429	1	6/30/07
42	Travel Expense Statements Si-V	1429	1	6/30/07
43	Travel Expense Statements W-Z	1429	1	6/30/07
44	Travel On	1429	1	6/30/07
45	Travel Requests A-Z	1429	1	6/30/07
46	Omega Travel - July-December	1429	1	6/30/07
47	Omega Travel - January-June	1429	1	6/30/07

1-74
Partial
Disp
7/2004

48	Travel JV's	1429	1	6/30/07
49	WFA Correspondence - ANACOMP - James T. Hill, Jr.	1429	1	6/30/07
50	WFA Correspondence - Hospital - Mgr. Student Accounting	1429	1	6/30/07
51	WFA Correspondence - MIEMSS - School of Social Work	1429	1	6/30/07
52	PR- Check Registers- 10/99	1429	1	6/30/07
53	PR- 1-9's	1429	1	6/30/07
54	PR- Certification Cards	1429	1	6/30/07
55	PR- One Pay Appointments	1429	1	6/30/07
56	PR- Payroll Entries A-D	1429	1	6/30/07
57	PR- Payroll Entries E-K	1429	1	6/30/07
58	PR- Payroll Entries L-Q	1429	1	6/30/07
59	PR- Payroll Entries R-S	1429	1	6/30/07
60	PR- Payroll Entries T-Z	1429	1	6/30/07
61	PR- Payroll Transfers- 2000-2096	1429	1	6/30/07
62	PR- Payroll Transfers- 2097-2199	1429	1	6/30/07
63	PR- Payroll Transfers- 2200-2291	1429	1	6/30/07
64	PR- Payroll Transfers- 2292-2385	1429	1	6/30/07
65	PR- Payroll Transfers- 2386-2470	1429	1	6/30/07
66	PR- Payroll Transfers- 2471-2540	1429	1	6/30/07
67	Restricted Funds (136)	1429	1	6/30/07
68	Restricted Funds (137)	1429	1	6/30/07
69	Restricted Funds (138)	1429	1	6/30/07
70	Restricted Funds (139)	1429	1	6/30/07
71	Restricted Funds (140)	1429	1	6/30/07
72	Restricted Funds (141)	1429	1	6/30/07
73	Restricted Funds (142)	1429	1	6/30/07
74	Restricted Funds (143)	1429	1	6/30/07

*action
Disp.
7/2009*

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
99W1034	224	2302 (1429)	1	7/1/04	
00W844	46	2302 (1429)	1	7/1/04	
02W856	11	2302 (1429)	1	7/1/04	
99W1035	49	2302 (1429)	1	7/1/04	
00W843	193	2302 (1429)	1	7/1/04	Except for Boxes 158 - 193
02W855	31	2302 (1429)	1	7/1/04	Except for Boxes 3 - 31
00W845	57	2302 (1429)	1	7/1/04	
02W249	204	2302 (1429)	1	7/1/04	
02W853	92	2302 (1429)	1	7/1/04	Except for Boxes 35 - 85
02W250	136	2302 (1429)	1	7/1/04	
02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

7/2007 SAVE

Partial - 133 Thru 237 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W852</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		LOCATION RANGE SECTION(S) <i>161 20-23</i>	ROOM CODE <i>28.01.05</i>
C. MAILING ADDRESS 737 West Loml Baltimore, Mary <i>Do NOT</i>		NO. OF CU. FT. <i>105</i>	
D. PHONE NO. 410-706-7295 <i>Delete</i>		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFIC Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>133-237</i>	General Accounting Records () Fiscal Year: <i>2000</i> Boxes: Disposal Date: Agency Code: <i>R31</i> <i>Save Boxes</i> <i>103 Thru 132</i> <i>Disp. Date</i> <i>July 2007</i>	Schedule#: <i>2302</i> Item#: <i>1</i> Disposal Date: <i>7/04</i> <i>Partial</i> <i>DISPOSAL</i> <i>8/6/04</i> <i>ISS</i>	

Partial - 133 Thru 237 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W852</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		LOCATION RANGE SECTION(S) <i>161 20-23</i>	ROOM CODE <i>28.01.05</i>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		NO. OF CU. FT. <i>105</i>	
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>133-237</i>	General Accounting Records () Fiscal Year: 2000 Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>103 Thru 132</i> <i>Disp. Date</i> <i>July 2007</i>	Schedule#: 2302 Item#: 1 Disposal Date: 7/04 <i>Partial</i> <i>DISPOSAL</i> <i>8/6/04</i> <i>ISS</i>	

133	A22478-A22533 (1)	1429	1	6/30/07
134	A22413-A22477 (2)	1429	1	6/30/07
135	A22049-A22119 (3)	1429	1	6/30/07
136	A22120-A22205 (4)	1429	1	6/30/07
137	A52381, A52424, A52430, A52526, A52528, A52529, A52531, A52544 (5)	1429	1	6/30/07
138	A62109-A62161 (6)	1429	1	6/30/07
139	A52121-A52175 (7)	1429	1	6/30/07
140	A32617, A32685, A22785, A22772, A22621 (8)	1429	1	6/30/07
141	A22534-A22603 (9)	1429	1	6/30/07
142	A12696-A12778 (10)	1429	1	6/30/07
143	A42626-A42669 (11)	1429	1	6/30/07
144	A62535-A62588 (12)	1429	1	6/30/07
145	A52546-A52595 (13)	1429	1	6/30/07

*Partial
Drop
7/2004*

146	A62405-A62469 (14)	1429	1	6/30/07
147	A32686, A32674, A32667, A32673, A32669, A32745 (15)	1429	1	6/30/07
148	A22604-A22676 (16)	1429	1	6/30/07
149	A52176-A52220 (17)	1429	1	6/30/07
150	A62470-A62534 (18)	1429	1	6/30/07
151	A42351-A42410 (19)	1429	1	6/30/07
152	A42766-A52015 (20)	1429	1	6/30/07
153	A42711-A42765 (21)	1429	1	6/30/07
154	A32029-A32098 (22)	1429	1	6/30/07
155	A12779-A22048 (23)	1429	1	6/30/07
156	A52285, A52299, A52276, A52325 (24)	1429	1	6/30/07
157	A52326, A52381, A22035, A22192 (25)	1429	1	6/30/07
158	A42411, A42470 (26)	1429	1	6/30/07
159	A62342-A62404 (27)	1429	1	6/30/07
160	A42526-A42570 (28)	1429	1	6/30/07
161	A12541-A12612 (29)	1429	1	6/30/07
162	A12454-A12540 (30)	1429	1	6/30/07
163	A52221-A52275 (31)	1429	1	6/30/07
164	A42471-A42525 (32)	1429	1	6/30/07
165	A42276-A42350 (33)	1429	1	6/30/07
166	A62272-A62341 (34)	1429	1	6/30/07
167	A42571-A42625 (35)	1429	1	6/30/07
168	COMPLETES LIF, M, V (37)	1429	1	6/30/07
169	COMPLETES BOISE CASCADE, CHARLES RIVER, INSUR CLAIM, G, J, K, L (38)	1429	1	6/30/07
170	PINKS B78151-B79999 (39)	1429	1	6/30/07
171	PINKS 835300-835699, B76500-B78150 (40)	1429	1	6/30/07
172	PINKS 834000-835299 (41)	1429	1	6/30/07
173	A52016-A52070 (42)	1429	1	6/30/07
174	A12000-A12008, A12400-A12453 (43)	1429	1	6/30/07
175	MISC BATCH A72240-A72283, A62657-A62704, A72076, A72691, A72189, A62482, A62496, A62516, A62543, A62624, A62630, A62635, A62653 (44)	1429	1	6/30/07
176	A32099-A32168 (45)	1429	1	6/30/07
177	A22750-A32028 (46)	1429	1	6/30/07
178	A32537-A32616 (47)	1429	1	6/30/07
179	A32457-A32536 (48)	1429	1	6/30/07
180	A42213-A42275 (49)	1429	1	6/30/07
181	INVALIDS Q, U, O, T, P, W, N, S (50)	1429	1	6/30/07
182	A42141-A42212 (51)	1429	1	6/30/07
183	A42071-A42140 (52)	1429	1	6/30/07
184	A42011-A42070 (53)	1429	1	6/30/07
185	A62162-A62231 (54)	1429	1	6/30/07
186	A32746-A42010 (55)	1429	1	6/30/07
187	MISC MAIL OUT, PROCESSOR INV. VENDOR INVALID (56)	1429	1	6/30/07
188	PO'S, PINK COPIES 203200-205799 (57)	1429	1	6/30/07
189	A52596-A52645 (58)	1429	1	6/30/07
190	JWG, N, O, P, R, INVALIDS (59)	1429	1	6/30/07

*partial
trip
7/2007*

191	INVALIDS, COMPLETES, T, U, W (60)	1429	1	6/30/07
192	INVALIDS P, Q, S (61)	1429	1	6/30/07
193	COMPLETES N, O, P, Q (62)	1429	1	6/30/07
194	A52651-A52737 (63)	1429	1	6/30/07
195	PO'S PINK COPIES 832780-833998 (64)	1429	1	6/30/07
196	A52646-A52705 (65)	1429	1	6/30/07
197	A52071-A52120 (66)	1429	1	6/30/07
198	COMPLETES S, T, U, W (67)	1429	1	6/30/07
199	A52761-A62020, A52525, A52761 (68)	1429	1	6/30/07
200	A62021-A62075 (69)	1429	1	6/30/07
201	PO'S PINK COPIES B80000-B80699 (74)	1429	1	6/30/07
202	CREDIT CARDS, COLLEGE PARK, DUP, FOLLOW UP (75)	1429	1	6/30/07
203	PO'S PINK COPIES 199000-203199 (76)	1429	1	6/30/07
204	FISHER PO'S, 313250-317999 (78)	1429	1	6/30/07
205	A52706-A52760 (84)	1429	1	6/30/07
206	A12009-A12116, A12200-A12299, A12300- A12346, A82600-A82668 (85)	1429	1	6/30/07
207	CORPORATE PURCHASING 7-99, 8-99 (87)	1429	1	6/30/07
208	A/P EDITS 1/00-4/00 (88)	1429	1	6/30/07
209	FISHER PO'S 307500-313249 (89)	1429	1	6/30/07
210	VWR 307500-313249 (90)	1429	1	6/30/07
211	A22272-A22347 (91)	1429	1	6/30/07
212	A22206-A22271 (92)	1429	1	6/30/07
213	A62076-A62608, A62170 (93)	1429	1	6/30/07
214	A32399-A32456 (94)	1429	1	6/30/07
215	A32314-A32397 (95)	1429	1	6/30/07
216	A32169-A32230 (96)	1429	1	6/30/07
217	BOISE, CREDIT CARD (97)	1429	1	6/30/07
218	A22677-A22749 (99)	1429	1	6/30/07
219	A42671-A42710 (100)	1429	1	6/30/07
220	A32232-A32313 (101)	1429	1	6/30/07
221	A62232-A62271 (102)	1429	1	6/30/07
222	A12613-A12695 (103)	1429	1	6/30/07
223	VWR PO'S 312600-317999 (104)	1429	1	6/30/07
224	ROSHAUN'S COMPLETES (VERIZON) (105)	1429	1	6/30/07
225	DONNA'S COMPLETED PO'S (106)	1429	1	6/30/07
226	VWR COMPLETED PO'S (107)	1429	1	6/30/07
X 227	A52484-A52558 (108)	1429	1	6/30/07
228	A22348-A22412 (109)	1429	1	6/30/07
229	COMPLETES, BAD PO'S FOR AUG, SEPT, OCT, NOV, DEC-APR (110)	1429	1	6/30/07
230	DONNA'S COMPLETED PO'S (111)	1429	1	6/30/07
231	DONNA'S COMPLETED PO'S (112)	1429	1	6/30/07
232	ROSHAUN'S COMPLETES (113)	1429	1	6/30/07
233	COMPLETED PO'S, CONTRACTS (114)	1429	1	6/30/07
234	ANALYSIS OF DELAY REPORT (115)	1429	1	6/30/07
235	COMPLETED PO'S, FISHER (116)	1429	1	6/30/07
236	COMPLETES PINK COPIES (117)	1429	1	6/30/07
237	COMPLETES PINK COPIES (118)	1429	1	6/30/07

Partial
dup
2/2004

X - Previous sent and retrieved from the Records Center

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
99W1034	224	2302 (1429)	1	7/1/04	
00W844	46	2302 (1429)	1	7/1/04	
02W856	11	2302 (1429)	1	7/1/04	
99W1035	49	2302 (1429)	1	7/1/04	
00W843	193	2302 (1429)	1	7/1/04	Except for Boxes 158 - 193
02W855	31	2302 (1429)	1	7/1/04	Except for Boxes 3 - 31
00W845	57	2302 (1429)	1	7/1/04	
02W249	204	2302 (1429)	1	7/1/04	
02W853	92	2302 (1429)	1	7/1/04	Except for Boxes 35 - 85
02W250	136	2302 (1429)	1	7/1/04	
02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

7/2007

SAVE

Partial - 1 Thru 34 only
86 Thru 92 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W853</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		ROOM CODE <i>28.01.05</i>	
C. MAILING ADDRESS 737 West Lomb Baltimore, Maryland		LOCATION RANGE SECTION(S) <i>101 22-24</i>	NO. OF CU. FT. <i>41</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>1-34</i> <i>86-92</i>	General Accounting Records () Fiscal Year: <i>1999</i> Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>35 Thru 85</i> <i>Disp. Date</i> <i>7/2006</i>	Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/2004</i> <i>partial</i> <i>DISPOSAL</i> <i>7/27/04</i> <i>LJS</i>	

Partial - 1 Thru 34 only
86 Thru 92 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W853</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services			ROOM CODE <i>28.01.05</i>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) <i>101 22-24</i>	NO. OF CU. FT. <i>41</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>1-34</i> <i>86-92</i>	General Accounting Records () Fiscal Year: <i>1999</i> Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>35 Thru 85</i> <i>Disp. Date</i> <i>7/2006</i>	Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/2004</i> <i>partial</i> <i>DISPOSAL</i> <i>7/27/04</i> <i>LJS</i>	

2. BOX	3. DESCRIPTION OF RECORDS	4. DISPOSAL AUTHORITY		
NUMBER	WITH INCLUSIVE DATES	SCHEDULE	ITEM NO.	DISPOSAL DATE
1	PR- Statement of Payroll Charges- Pay Period 1&2	1429	1	6/30/06
2	PR- Statement of Payroll Charges- Pay Period 3 &4	1429	1	6/30/06
3	PR- Statement of Payroll Charges- Pay Period 5&6	1429	1	6/30/06
4	PR- Statement of Payroll Charges- Pay Period 7	1429	1	6/30/06
5	PR- Statement of Payroll Charges- Pay Period 8&9	1429	1	6/30/06
6	PR- Statement of Payroll Charges- Pay Period 10	1429	1	6/30/06
7	PR- Statement of Payroll Charges- Pay Period 11	1429	1	6/30/06
8	PR- Statement of Payroll Charges- Pay Period 12	1429	1	6/30/06
9	PR- Statement of Payroll Charges- Pay Period 13	1429	1	6/30/06
10	PR- Statement of Payroll Charges- Pay Period 14	1429	1	6/30/06
11	PR- Statement of Payroll Charges- Pay Period 15	1429	1	6/30/06
12	PR- Statement of Payroll Charges- Pay Period 16	1429	1	6/30/06
13	PR- Statement of Payroll Charges- Pay Period 17	1429	1	6/30/06
14	PR- Statement of Payroll Charges- Pay Period 18	1429	1	6/30/06
15	PR- Statement of Payroll Charges- Pay Period 19	1429	1	6/30/06
16	PR- Statement of Payroll Charges- Pay Period 20	1429	1	6/30/06
17	PR- Statement of Payroll Charges- Pay Period 21	1429	1	6/30/06
18	PR- Statement of Payroll Charges- Pay Period 22	1429	1	6/30/06
19	PR- Statement of Payroll Charges- Pay Period 23	1429	1	6/30/06
20	PR- Statement of Payroll Charges- Pay Period 24	1429	1	6/30/06
21	PR- Statement of Payroll Charges- Pay Period 25	1429	1	6/30/06
22	PR- Statement of Payroll Charges- Pay Period 34	1429	1	6/30/06
23	PR- Payroll Transfers #2000-2089	1429	1	6/30/06
24	PR- Payroll Transfers #2090-2193	1429	1	6/30/06
25	PR- Payroll Transfers #2194-2299	1429	1	6/30/06
26	PR- Payroll Transfers #2300-2389	1429	1	6/30/06
27	PR- Payroll Transfers #2390-2459	1429	1	6/30/06
28	PR- Payroll Transfers #2460-2481 and One-Pays	1429	1	6/30/06
29	PR- Payroll Entries A-D	1429	1	6/30/06
30	PR- Payroll Entries E-K	1429	1	6/30/06
31	PR- Payroll Entries L-R	1429	1	6/30/06
32	PR- Payroll Entries S-Z	1429	1	6/30/06
33	PR- Check Registers- 12/5/98-1/16/99	1429	1	6/30/06
34	PR- Certification Cards	1429	1	6/30/06

1-34
 Partial
 Disp.
 7/2004

86 ALL STAR EDIT (36)	1429	1	6/30/06
87 COMPLETES Q, S, SA, SC, SE, SH, SI, SK, SL, SM, SOL, SP, ST, STA, STE (71)	1429	1	6/30/06
88 MCKENNA, CHASE, ATKINSON, WAGNER (77)	1429	1	6/30/06
89 A12343-A12346, A12125-A12130, A12000-A12298(79)	1429	1	6/30/06
90 A82600-A86270 (80)	1429	1	6/30/06
91 A32635-A32716 (81)	1429	1	6/30/06
92 OLD BATCHES 94, 95, 96, 97, 98, 99 (86)	1429	1	6/30/06

86-92
partial
Desp
7/2004

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
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02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

7/2006 SAVE

Partial - 1 Thru 38 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W854</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Service		ROOM CODE 28.01.05	
C. MAILING ADDR 737 West Lomb Baltimore, Maryl		LOCATION RANGE SECTION(S) <i>108 9-10</i>	
D. PHONE NO. 410-706-7295		NO. OF CU. FT. 38	
E. AGENCY OFFICER Wayne F. Allen		RECORDS CENTER MANAGER <i>Gabriel Lopez</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 	
<i>1-38</i>	General Accounting Records () Fiscal Year: 2001 Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>39 Thru 56</i> <i>Disp. Date</i> <i>July 2008</i>	Schedule#: 2302 Item#: 1 Disposal Date: 7/2004 <i>Partial</i> <i>DISPOSAL</i> <i>7/27/04</i> <i>LFS</i>	

Partial - 1 Thru 38 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W854</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		ROOM CODE <i>28.01.05</i>	
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) <i>108 9-10</i>	NO. OF CU. FT. <i>38</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
<i>1-38</i>	General Accounting Records () Fiscal Year: 2001 Boxes: Disposal Date: Agency Code: R31 <i>Save Boxes</i> <i>39 Thru 56</i> <i>Disp. Date</i> <i>July 2008</i>	Schedule#: 2302 Item#: 1 Disposal Date: 7/2004 <i>Partial</i> <i>DISPOSAL</i> <i>7/27/04</i> <i>LFS</i>	

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY		DISPOSAL DATE
		SCHEDULE	ITEM NO.	
1	RESTRICTED FUNDS	1429	1	6/30/08
2	RESTRICTED FUNDS	1429	1	6/30/08
3	RESTRICTED FUNDS	1429	1	6/30/08
4	RESTRICTED FUNDS	1429	1	6/30/08
5	RESTRICTED FUNDS	1429	1	6/30/08
6	RESTRICTED FUNDS	1429	1	6/30/08
7	RESTRICTED FUNDS	1429	1	6/30/08
8	RESTRICTED FUNDS	1429	1	6/30/08
9	RESTRICTED FUNDS	1429	1	6/30/08
10	RESTRICTED FUNDS	1429	1	6/30/08
11	RESTRICTED FUNDS	1429	1	6/30/08
12	RESTRICTED FUNDS	1429	1	6/30/08
13	RESTRICTED FUNDS	1429	1	6/30/08
14	RESTRICTED FUNDS	1429	1	6/30/08
15	RESTRICTED FUNDS	1429	1	6/30/08
16	RESTRICTED FUNDS	1429	1	6/30/08
17	RESTRICTED FUNDS	1429	1	6/30/08
18	RESTRICTED FUNDS	1429	1	6/30/08
19	RESTRICTED FUNDS	1429	1	6/30/08
20	RESTRICTED FUNDS	1429	1	6/30/08
21	RESTRICTED FUNDS	1429	1	6/30/08
22	RESTRICTED FUNDS	1429	1	6/30/08
23	RESTRICTED FUNDS	1429	1	6/30/08
24	RESTRICTED FUNDS	1429	1	6/30/08
25	RESTRICTED FUNDS	1429	1	6/30/08
26	RESTRICTED FUNDS	1429	1	6/30/08
27	RESTRICTED FUNDS	1429	1	6/30/08
28	RESTRICTED FUNDS	1429	1	6/30/08
29	RESTRICTED FUNDS	1429	1	6/30/08
30	RESTRICTED FUNDS	1429	1	6/30/08
31	RESTRICTED FUNDS	1429	1	6/30/08
32	RESTRICTED FUNDS	1429	1	6/30/08
33	RESTRICTED FUNDS	1429	1	6/30/08
34	RESTRICTED FUNDS	1429	1	6/30/08
35	RESTRICTED FUNDS	1429	1	6/30/08
36	RESTRICTED FUNDS	1429	1	6/30/08
37	RESTRICTED FUNDS	1429	1	6/30/08
38	RESTRICTED FUNDS - Requisitions	1429	1	6/30/08

Unlocated

Unlocated

Unlocated

*1-38
partial
drop
7/2004*

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
99W1034	224	2302 (1429)	1	7/1/04	
00W844	46	2302 (1429)	1	7/1/04	
02W856	11	2302 (1429)	1	7/1/04	
99W1035	49	2302 (1429)	1	7/1/04	
00W843	193	2302 (1429)	1	7/1/04	Except for Boxes 158 - 193
02W855	31	2302 (1429)	1	7/1/04	Except for Boxes 3 - 31
00W845	57	2302 (1429)	1	7/1/04	
02W249	204	2302 (1429)	1	7/1/04	
02W853	92	2302 (1429)	1	7/1/04	Except for Boxes 35 - 85
02W250	136	2302 (1429)	1	7/1/04	
02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

7/2008 SAVE

Partial 1 and 2 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W855</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services		<i>Do Not Delete</i>	ROOM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201			NO. OF CU. FT. 2
D. PHONE NO. 410-706-7295			MANAGER <i>Spicy</i>
E. AGENCY OFFICIAL Wayne F. Allen			ED AT MANAGEMENT CENTER
2. BOX NUMBERS <i>1-2</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES General Accounting Records () Fiscal Year: <i>1998</i> Boxes: Disposal Date: Agency Code: R31 <i>SAVE Boxes</i> <i>3 Thru 31</i> <i>Disposal Date</i> <i>July 2005</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/2004</i> <i>partial</i> <i>DISPOSAL</i> <i>8/5/04</i> <i>LJB</i>	

Partial 1 and 2 only

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W 855</i>	DATE RECEIVED
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) <i>100 9-10</i>	NO. OF CU. FT. <i>2</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS <i>1-2</i>	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES General Accounting Records () Fiscal Year: <i>1998</i> Boxes: Disposal Date: Agency Code: R31 <i>SAVE Boxes</i> <i>3 Thru 31</i> <i>Disposal Date</i> <i>July 2005</i>	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE Schedule#: <i>2302</i> Item#: 1 Disposal Date: <i>7/2004</i> <i>partial</i> <i>DISPOSAL</i> <i>8/5/04</i> <i>LJB</i>	

2. BOX	3. DESCRIPTION OF RECORDS	4. DISPOSAL AUTHORITY		
NUMBER	WITH INCLUSIVE DATES	SCHEDULE	ITEM NO.	DISPOSAL DATE
1	PR- Check Registers- 11/8-12/6/97	1429	1	6/30/05
2	PR- One Pay Appointment Cards	1429	1	6/30/05

*Partial
Resp.
7/2009*

University of Maryland Baltimore					
Department of Financial Services					
Accession		Schedule	Item	Disposal	
No.	CU. FT.	No.	No.	Date	Note
98W699	36	2302 (1429)	1	7/1/04	
99W1034	224	2302 (1429)	1	7/1/04	
00W844	46	2302 (1429)	1	7/1/04	
02W856	11	2302 (1429)	1	7/1/04	
99W1035	49	2302 (1429)	1	7/1/04	
00W843	193	2302 (1429)	1	7/1/04	Except for Boxes 158 - 193
02W855	31	2302 (1429)	1	7/1/04	Except for Boxes 3 - 31 7/2005 SAVE
00W845	57	2302 (1429)	1	7/1/04	
02W249	204	2302 (1429)	1	7/1/04	
02W853	92	2302 (1429)	1	7/1/04	Except for Boxes 35 - 85
02W250	136	2302 (1429)	1	7/1/04	
02W852	237	2302 (1429)	1	7/1/04	Except for Boxes 75 - 132
04W647	20	2302 (1429)	1	7/1/04	
02W854	56	2302 (1429)	1	7/1/04	Except for Boxes 39 - 56
04W645	139	2302 (1429)	1	7/1/04	

E

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

JUL 28 2004

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>02W/856</i>	DATE REC'D <i>4-11-02</i>
B. DIVISION/UNIT Financial Services			RM CODE <i>28-01-05</i>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, MD 21201		LOCATION RANGE SECTION(S) <i>102 29</i>	NO. OF CU. FT. <i>11</i>
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) <u>FY 1997</u> Boxes 1 - 11 Disposal Date: 6/30/2004 Agency Code: R31	<i>Sche. # 1429 2302</i> <i>Item #1</i> <i>July 2004</i> <i>Disposal</i> <i>7-28-04</i>

2 BOX	3. DESCRIPTION OF RECORDS	4. DISPOSAL AUTHORITY		
NUMBER	WITH INCLUSIVE DATES	SCHEDULE	ITEM NO.	DISPOSAL DATE
1	RESTRICTED FUNDS (42)	1429	1	6/30/04
2	RESTRICTED FUNDS (43)	1429	1	6/30/04
3	RESTRICTED FUNDS (44)	1429	1	6/30/04
4	RESTRICTED FUNDS (45)	1429	1	6/30/04
5	RESTRICTED FUNDS (46)	1429	1	6/30/04
6	RESTRICTED FUNDS - JVs	1429	1	6/30/04
7	SAR Credit balance reports - Spring 2000	1429	1	6/30/04
8	SAR Credit balance reports - Spring 96 - Fall 97	1429	1	6/30/04
9	SAR SAR JV's	1429	1	6/30/04
10	SAR Stubs EFT 527099 - 531399	1429	1	6/30/04
11	ADO10, A52600-A72599 (72)	1429	1	6/30/04

E

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. 04W1645	DATE RECEIVED 2-5-04
B. DIVISION/UNIT Financial Services			ROOM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 122 2-6	NO. OF CU. FT. 139
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	General Accounting Records (1429) Fiscal Year: 2001 Boxes: 1 - 139 Disposal Date: 6/29/08 Agency Code: R31	Schedule#: 4429-2302 Item#: 1 Disposal Date: 6/30/08 <i>July 2004</i> Disposal 7-27-04	

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Payroll Transfers - 2000-2089	1429	1	6/30/08
2	Payroll Transfers - 2090-2169	1429	1	6/30/08
3	Payroll Transfers - 2170-2259	1429	1	6/30/08
4	Payroll Transfers - 2260-2339	1429	1	6/30/08
5	Payroll Transfers - 2340-2419	1429	1	6/30/08
6	Payroll Transfers - 2420-2499	1429	1	6/30/08
7	Payroll Transfers - 2500-2579	1429	1	6/30/08
8	Payroll Transfers - 2580-2605	1429	1	6/30/08
9	Payroll Cert. Cards - 7/1/00 - 12/31/00	1429	1	6/30/08
10	Payroll Cert. Cards - 1/1/00 - 6/30/01	1429	1	6/30/08
11	Payroll Journals - 6/16/01 - 6/30/01	1429	1	6/30/08
12	Payroll Journals - 5/19/01 - 6/2/01	1429	1	6/30/08
13	Payroll Journals - 4/21/01 - 5/5/01	1429	1	6/30/08
14	Payroll Journals - 3/24/01 - 4/7/01	1429	1	6/30/08
15	Payroll Journals - 2/24/01 - 3/10/01	1429	1	6/30/08
16	Payroll Journals - 1/13/01 - 2/10/01	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
17	Payroll Journals - 12/2/00 - 1/27/01	1429	1	6/30/08
18	Payroll Journals - 12/2,12/16 & 12/30	1429	1	6/30/08
19	Payroll Entries A-C	1429	1	6/30/08
20	Payroll Entries D-HM	1429	1	6/30/08
21	Payroll Entries HO-MC	1429	1	6/30/08
22	Payroll Entries MA-RH	1429	1	6/30/08
23	Payroll Entries RI-V	1429	1	6/30/08
24	Payroll Entries WA-Z	1429	1	6/30/08
25	Check Registers 6/30 - 7/14/01	1429	1	6/30/08
26	Check Registers 8/11 - 9/8/01	1429	1	6/30/08
27	Check Registers 9/22 - 10/6/01	1429	1	6/30/08
28	Check Registers 11/7 - 12/1/01	1429	1	6/30/08
29	Journals 4-7 to 4-21-01	1429	1	6/30/08
30	Journals 5-5 to 5-19-01	1429	1	6/30/08
31	Check Registers 10-21 to 11-4-00	1429	1	6/30/08
32	Check Registers 6-2 to 6-16-01	1429	1	6/30/08
33	Journals 2-24 to 3-24-01	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
34	Check Registers 11-18 to 12-2-00	1429	1	6/30/08
35	Misc. - Working Fund & Old PT Log	1429	1	6/30/08
36	QA CD2001-CD2332	1429	1	6/30/08
37	QA CD2345-CD2666	1429	1	6/30/08
38	QA CD2672-C12041	1429	1	6/30/08
39	QA C12042-C12375	1429	1	6/30/08
40	QA C12381-C12717	1429	1	6/30/08
41	QA C12724-C12951	1429	1	6/30/08
42	QA JV2000-JV2189	1429	1	6/30/08
43	QA JV2190-J22011	1429	1	6/30/08
44	QA J22012-J30019	1429	1	6/30/08
45	QA J32027-J32241	1429	1	6/30/08
46	QA J32242-J42206	1429	1	6/30/08
47	QA J4207-J52144	1429	1	6/30/08
48	QA J52145-J52335	1429	1	6/30/08
49	QA J52336-J52424	1429	1	6/30/08
50	QA EN2950/IC/IA/IP/TC/WB	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
51	QA MN-2000/MB-2000/EN-2100	1429	1	6/30/08
52	QA J32741-J52200 BATCHES W/DEPOSITS	1429	1	6/30/08
53	Travel On July - June; Omega Travel May - June	1429	1	6/30/08
54	Omega Travel Jan. - Apr.	1429	1	6/30/08
55	Omega Travel July - Dec.	1429	1	6/30/08
56	Travel Requests A - Z	1429	1	6/30/08
57	Travel Expense Statements Bi - Cg	1429	1	6/30/08
58	Travel Expense Statements Ch - D	1429	1	6/30/08
59	Travel Expense Statements E - Ge	1429	1	6/30/08
60	Travel Expense Statements Gh - Ha	1429	1	6/30/08
61	Travel Expense Statements Hb - Kh	1429	1	6/30/08
62	Travel Expense Statements Ki - L	1429	1	6/30/08
63	Travel Expense Statements M - Mc	1429	1	6/30/08
64	Travel Expense Statements N - Q	1429	1	6/30/08
65	Travel Expense Statements R - Se	1429	1	6/30/08
66	Travel Expense Statements Sf - Sz	1429	1	6/30/08
67	Travel Expense Statements T - Wa	1429	1	6/30/08

FISACL YEAR 2001

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
68	Travel Expense Statements We - Z	1429	1	6/30/08
69	Working Fund Batches A92000 - A92056	1429	1	6/30/08
70	Working Fund Batches A92057 - A92097	1429	1	6/30/08
71	Working Fund Batches A92098 - A92145	1429	1	6/30/08
72	Working Fund Batches A92146 - A92193	1429	1	6/30/08
73	Working Fund Batches A92194 - A92233	1429	1	6/30/08
74	Working Fund Batches A92234 - A92281	1429	1	6/30/08
75	Working Fund Batches A92282 - A92329	1429	1	6/30/08
76	Working Fund Batches A92330 - A92378	1429	1	6/30/08
77	Working Fund Batches A92379 - A92419	1429	1	6/30/08
78	Working Fund Batches A92420 - A92467	1429	1	6/30/08
79	Working Fund Batches A92468 - A92499	1429	1	6/30/08
80	Working Fund Batches A92500 - A92534	1429	1	6/30/08
81	WFA Correspondence - Accounts Payable - Daily FAS Reports (Box 1)	1429	1	6/30/08
82	WFA Correspondence - Daily FAS Reports - Hospital Contract Fringe Benefit Reports	1429	1	6/30/08
83	WFA Correspondence - Hospital Contract Fringe Benefit Reports - Telephone Billings	1429	1	6/30/08
84	WFA Correspondence - Travel - School of Social Work & Misc. Manual (Box 4)	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
85	Visa Procurement Records	1429	1	6/30/08
86	2000 - 2001 Leave Records	1429	1	6/30/08
87	Director's Office Correspondence	1429	1	6/30/08
88	7/1/00 - 6/30/01 Administrative Correspondence	1429	1	6/30/08
89	1997 - 1999 Leave Records	1429	1	6/30/08
90	Payroll Transfers 2170-2259	1429	1	6/30/08
91	Payroll Transfers 2260-2339	1429	1	6/30/08
92	Payroll Transfer 234-2419	1429	1	6/30/08
93	Payroll - Journals 8/26/00 -9/9/00	1429	1	6/30/08
94	Payroll - Journals 9/26/00 - 10/7/00	1429	1	6/30/08
95	Payroll -Journals 11/4/00 -11/18/00	1429	1	6/30/08
96	Payroll - Check Register 3/10/01	1429	1	6/30/08
97	Payroll - Check Register 12/30/00 - 1/13/01 & 1/27/01	1429	1	6/30/08
98	PAYROLL - CERT CARDS	1429	1	6/30/08
99	Payroll - Journals 10/21/00 - 11/4/00	1429	1	6/30/08
100	Payroll - Journals 5/5/00 - 5/19/01	1429	1	6/30/08
101	Payroll - Check Register 9/22/01 - 10/6/01	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
102	Payroll - Check Register 11/17/01 - 12/1/01	1429	1	6/30/08
103	Payroll - Check Register 8/11/01 - 9/8/01	1429	1	6/30/08
104	Payroll - Check Register 6/30/01 - 7/14/01	1429	1	6/30/08
105	Payroll Entries W A - Z	1429	1	6/30/08
106	Payroll Entries R I - V	1429	1	6/30/08
107	Payroll Entries A - C	1429	1	6/30/08
108	Payroll Entries M A - R H	1429	1	6/30/08
109	Payroll Entries H O - M C	1429	1	6/30/08
110	Payroll Entries D - H M	1429	1	6/30/08
111	Payroll - Journals 4/7/01 - 4/21/01	1429	1	6/30/08
112	Payroll - Journals 12/2, 12/16 & 12/30/00	1429	1	6/30/08
113	Payroll - Check Register 2/24/01 - 3/24/01	1429	1	6/30/08
114	Payroll - Check Register 2/24/01 - 3/24/01	1429	1	6/30/08
115	Payroll - Journals 3/24/01 - 4/7/01	1429	1	6/30/08
116	Payroll - Journals 2/24/01 - 3/10/01	1429	1	6/30/08
117	Payroll - Journals 1/15/01-2/10/01	1429	1	6/30/08
118	Payroll - Journals 4/21/01 - 5/3/01	1429	1	6/30/08

FISACL YEAR 2001**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
119	Payroll - Check Register 11/18/00 - 12/2/00	1429	1	6/30/08
120	Payroll - Cert Cards 7/1/00 - 12/31/00	1429	1	6/30/08
121	Payroll - Cert Cards 1/1/01 - 6/30/01	1429	1	6/30/08
122	Payroll - Jounrals 6/6/01 - 6/30/01	1429	1	6/30/08
123	Payroll - Journals 5/19/01 - 6/2/01	1429	1	6/30/08
124	Payroll - Check Register 10/21/00 - 11/4/00	1429	1	6/30/08
125	Payroll Transfers 2420 - 2499	1429	1	6/30/08
126	Payroll Tranfers 2580 - 2605	1429	1	6/30/08
127	Payroll Transfers 2500 - 2579	1429	1	6/30/08
128	Payroll Transfer 2090 -2169	1429	1	6/30/08
129	Payroll Transfer 2000 - 2089	1429	1	6/30/08
130	Check Register 6/2/01 - 6/16/01	1429	1	6/30/08
131	Check Register 9/23/00 - 10/7/00	1429	1	6/30/08
132	Check Register 7/1 - 7/15/00	1429	1	6/30/08
133	Check Register 7/29, 8/12 & 8/26/00	1429	1	6/30/08
134	QA-18 Central Billing Lockbox 12/11/00-4/1601	1429	1	6/30/08
135	QA-19 Central Billing Lockbox 7/12/00-12/8/00	1429	1	6/30/08

FISACL YEAR 2001

ACCESSION NUMBER:

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
136	QA-20 Central Billing Month end 10/00-2/01	1429	1	6/30/08
137	QA-21 Central Billing Month end 7/01-10/01	1429	1	6/30/08
138	QA-22 Central Billing Month end 3/01-6/01	1429	1	6/30/08
139	QA-23 Month End 7/99-9/99 To 7/00-9/00	1429	1	6/30/08

Total Number of Boxes = 139

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
P. O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 410-799-1379)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTION - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland Baltimore		ACCESSION NO. <i>04W647</i>	DATE RECEIVED <i>2-5-04</i>
B. DIVISION/UNIT Financial Services			ROOM CODE <i>28.01.05</i>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE <i>122</i> SECTION(S) <i>8-9</i>	NO. OF CU. FT. <i>20</i>
D. PHONE NO. 410-706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
	General Accounting Records (1429) Fiscal Year: <i>2000</i> Boxes: <i>1 - 20</i> Disposal Date: <i>6/29/07</i> Agency Code: <i>R31</i>	Schedule#: <i>4429 2302</i> Item#: <i>1</i> Disposal Date: <i>6/30/07</i> <i>July 2004</i> <i>Disposal</i> <i>7-26-04</i>	

FISACL YEAR 2000**ACCESSION NUMBER:**

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
1	Travel Requests A - L	1429	1	6/30/07
2	Travel Requests M - Z	1429	1	6/30/07
3	Students W - Z FY03	1429	1	6/30/07
4	Check Register 12/99 - 12/98	1429	1	6/30/07
5	Check Register 3/11- 3/25/00	1429	1	6/30/07
6	Check Register 2/12/ - 2/26/00	1429	1	6/30/07
7	Payroll - I - 9's FY00 - FY99	1429	1	6/30/07
8	Payroll - I - 9's FY00 - FY99	1429	1	6/30/07
9	Payroll - I - 9's FY00 - FY99	1429	1	6/30/07
10	Payroll - I - 9 's FY00 - FY99	1429	1	6/30/07
11	Check Register 1/1/-1/29/00	1429	1	6/30/07
12	Check Register 4/8/00	1429	1	6/30/07
13	Check Register 4/22/00 , 5/4/00, 5/20/00	1429	1	6/30/07
14	Check Register 6/03/00	1429	1	6/30/07
15	Payroll - Students A - H FY03	1429	1	6/30/07
16	Payroll - Students H - N FY03	1429	1	6/30/07
17	QA-01 Month end 7/99-01/00	1429	1	6/30/07

FISACL YEAR 2000

ACCESSION NUMBER

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DISPOSAL DATES	4. DISPOSAL AUTHORITY		
		SCHEDULE	ITEM NO.	DISPOSAL DATE
18	QA-02 Month end 2/00-6/00	1429	1	6/30/07
19	QA-01 Month End 7/99 to 01/00	1429	1	6/30/07
20	QA-02 Month End 2/00 to 6/00	1429	1	6/30/07

Total Number of Boxes = 20

E

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO. 99W115	DATE REC'D 8-21-98
B. DIVISION/UNIT Budget and Financial Support Services		RM CODE 28.01.05.02	
C. MAILING ADDRESS Room 243 737 W. Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 47 18-19	NO. OF CU. FT. 33
D. PHONE NO. 410-706-6048 6062		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Elizabeth A. Light BEN MOHE		TO 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
133	General Accounting Records (1429) See Attached List 7/96 - 6/97	1429 2302 # 1 7/04 Disposal 8-01-04

2. Box Numbers	3. Description of records with inclusive dates	4. Disposal Authority (schedule, Item #, disposal date)		
1	Account Creates	1429	1	6/30/04
2	Tagnumbers 00006124 to 00013262 Deletes removed from database	1429	1	6/30/04
3	Tagnumbers 00001491 to 03001529 Deletes removed from database	1429	1	6/30/04
4	Tagnumbers 00000008 to 00006123 Deletes removed from database	1429	1	6/30/04
5	Tagnumbers 00013382 to 00032075 Deletes removed from database	1429	1	6/30/04
6	Tagnumbers 00000001 to 00003095 Deletes w/title 00/09 removed from database	1429	1	6/30/04
7	Tagnumbers 00003096 to 00004619 Deletes w/title 00/09 removed from database	1429	1	6/30/04
8	Tagnumbers 00004622 to 00006668 Deletes w/title 00/09 removed from database	1429	1	6/30/04
9	Tagnumbers 00006670 to 00008148 Deletes w/title 00/09 removed from database	1429	1	6/30/04
10	Tagnumbers 00008151 to 00009609 Deletes w/title 00/09 removed from database	1429	1	6/30/04
11	Tagnumbers 00009610 to 00011378 Deletes w/title 00/09 removed from database	1429	1	6/30/04
12	Tagnumbers 00011379 to 00012964 Deletes w/title 00/09 removed from database	1429	1	6/30/04
13	Tagnumbers 00012969 to 00014470 Deletes w/title 00/09 removed from database	1429	1	6/30/04
14	Tagnumbers 00014683 to 00017112 Deletes w/title 00/09 removed from database	1429	1	6/30/04
15	Tagnumbers 00017114 to 00018426 Deletes w/title 00/09 removed from database	1429	1	6/30/04
16	Tagnumbers 00018428 to 00020467 Deletes w/title 00/09 removed from database	1429	1	6/30/04
17	Tagnumbers 00020470 to 00021827 Deletes w/title 00/09 removed from database	1429	1	6/30/04
18	Tagnumbers 00021828 to 00022982 Deletes w/title 00/09 removed from database	1429	1	6/30/04

4

2. Box Numbers	3. Description of records with inclusive dates	4. Disposal Authority (schedule, Item #, disposal date)		
19	Tagnumbers 00022983 to 00024395 Deletes w/title 00/09 removed from database	1429	1	6/30/04
20	Tagnumbers 00024407 to 00025990 Deletes w/title 00/09 removed from database	1429	1	6/30/04
21	Tagnumbers 00025991 to 00027384 Deletes w/title 00/09 removed from database	1429	1	6/30/04
22	Tagnumbers 00027387 to 00028771 Deletes w/title 00/09 removed from database	1429	1	6/30/04
23	Tagnumbers 00028772 to 00029980 Deletes w/title 00/09 removed from database	1429	1	6/30/04
24	Tagnumbers 00029981 to 00031684 Deletes w/title 00/09 removed from database	1429	1	6/30/04
25	Tagnumbers 00031685 to 00033167 Deletes w/title 00/09 removed from database	1429	1	6/30/04
26	Tagnumbers 00033048 to 00034319 Deletes w/title 00/09 removed from database	1429	1	6/30/04
27	Tagnumbers 00034321 to 00036161 Deletes w/title 00/09 removed from database	1429	1	6/30/04
28	Tagnumbers 00000667 to 00008491 Deletes w/title 06 removed from database	1429	1	6/30/04
29	Tagnumbers 00008492 to 00016460 Deletes w/title 06 removed from database	1429	1	6/30/04
30	Tagnumbers 00016470 to 00022335 Deletes w/title 06 removed from database	1429	1	6/30/04
31	Tagnumbers 00022336 to 00028612 Deletes w/title 06 removed from database	1429	1	6/30/04
32	Tagnumbers 00028614 to 00034890 Deletes w/title 06 removed from database	1429	1	6/30/04
33	Tagnumbers 00034892 to 00040943 Deletes w/title 06 removed from database	1429	1	6/30/04

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5 empties S-19

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Charles County Community College		ACCESSION NO. 00W1093	DATE REC'D 4-4-00
B. DIVISION/UNIT DIVISION OF STUDENT College Services/Financial Assistance			RM CODE 28.03.01.01
C. MAILING ADDRESS P.O. Box 910 La Plata, Maryland 20646-0910		LOCATION RANGE SECTION(S) 168 22	NO. OF CU. FT. 10
D. PHONE NO. (301) 934-2251 ext. 531		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Chad A. Norcross, Director of Financial Asst.		TO 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
	STUDENT FINANCIAL ASSISTANCE RECORDS 1997-98 SCHOOL YEAR, INCLUSIVE DATES 7/1/97 to 6/30/98	Schedule #1531 Item #1 Disposal Date: 7-1-04
1	A to BURNS, KEITH	DISPOSAL 8/6/04 LJS
2	Burroughs, Genevie to Diehl, David	
3	Diehl, Stephanie to Gaspard, Barry	
4	Gater, Margaret to Hissey, Davis	
5	Hobar, Lynn to King, Tonya	
6	Kingman, Gail to McPhee, Weston	
7	McVey, Elizabeth to Picard, Cathy	
8	Pickeral, Anita to Seavey, Gerald	
9	Seely, Nichola to Tomchik, Jamie	
10	Torres, Eduardo to Zumwalt, Gillian	

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. Anne Arundel Community College		ACCESSION NO. 01W134	DATE REC'D 9-26-00
B. DIVISION/UNIT Business Office/Accounts Payable			RM CODE 28.03.02
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE SECTION(S) 12 12	NO. OF CU. FT. 18
D. PHONE NO. (410) 541-2227, Mr. Glass (410) 541-2549, Records Retention		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Arthur Glass, Controller		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Vouchers FY97, #7700001-7000990; 7/1/96-6/30/97; Batches 001-069	Sch. 1908; Item 10 disposal 7/01/2004
2	Vouchers FY97, #7000991-7002355; 7/24/96-6/30/97; Batches 070-129	Sch. 1908; Item 10 disposal 7/01/2004
3	Vouchers FY97, #7002356-7003468; 8/19/96-6/30/97; Batches 130-208	Sch. 1908; Item 10 disposal 7/01/2004
4	Vouchers FY97, #7003611-7700500; 9/10/96-6/30/97; Batches 209-282	Sch. 1908; Item 10 disposal 7/01/2004
5	Vouchers FY97, #7005354-7007556; 9/30/96-6/30/97; Batches 283-361 (283 was deleted)	Sch. 1908; Item 10 disposal 7/01/2004
6	Vouchers FY97, #7007557-7009161; 10/16/96-6/30/97; Batches 362-450	Sch. 1908; Item 10 disposal 7/01/2004
7	Vouchers FY97, #7009162-7010380; 11/6/96-6/30/97; Batches 451-578	Sch. 1908; Item 10 disposal 7/01/2004
8	Vouchers FY97, #7010381-7011529; 11/21/96-6/30/97; Batches 579-584	Sch. 1908; Item 10 disposal 7/01/2004
9	Vouchers FY97, #7700969-7012666; 12/12/96-6/30/97; Batches 585-662	Sch. 1908; Item 10 disposal 7/01/2004
10	Vouchers FY97, #7012667-7701319; 1/14/97-6/30/97; Batches 663-759	Sch. 1908; Item 10 disposal 7/01/2004
11	Vouchers FY97, #7014300-7016054; 2/5/97-6/30/97; Batches 760-841	Sch. 1908; Item 10 disposal 7/01/2004
12	Vouchers FY97, #7016055-7701513; 2/24/97-6/30/97; Batches 842-934 (continued on the next page)	Sch. 1908; Item 10 disposal 7/01/2004

Department of General Services
P.O. Box 275, Jessup, MD 20794
RECORDS TRANSMITTAL AND RECEIPT
(Continued)

- A. Agency:** Anne Arundel Community College
B. Division/Unit: Business Office/Accounts Payable
C. Address: 101 College Parkway
Arnold, MD 21012
D. Phone No.: (410) 541-2227, Mr. Glass; (410) 541-2549, Records Retention
E. Agency Official: Arthur Glass, Controller

2. Box No.	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
13	Vouchers FY97, #7018553-7019944; 3/19/97-6/30/97; Batches 935-1000	Sch. 1908; Item 10 disposal 7/01/2004
14	Vouchers FY97, #7019945-7021124; 4/11/97-6/30/97; Batches 1001-1067	Sch. 1908; Item 10 disposal 7/01/2004
15	Vouchers FY97, #7021125-7701649; 4/29/97-6/30/97; Batches 1068-1119	Sch. 1908; Item 10 disposal 7/01/2004
16	Vouchers FY97, #7022002-7023124; 5/12/97-6/30/97; Batches 1120-1179	Sch. 1908; Item 10 disposal 7/01/2004
17	Vouchers FY97, #7023125-7024354; 5/27/97-6/30/97; Batches 1180-1241	Sch. 1908; Item 10 disposal 7/01/2004
18	Vouchers FY97, #7024355-7025529; 6/16/97-6/30/97; Batches 1242-1300	Sch. 1908; Item 10 disposal 7/01/2004

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. Anne Arundel Community College		ACCESSION NO. <i>01W/47</i>	DATE REC'D <i>9-27-00</i>
B. DIVISION/UNIT Purchasing Office/Finance Department			RM CODE <i>28.03.02</i>
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE SECTION(S) <i>33 21</i>	NO. OF CU. FT. <i>6</i>
D. PHONE NO. (410) 541-2237, Mr. Behnken (410) 541-2549, Records Mgr.		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Stanley Behnken, Dir. Purchasing		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Purchase Orders FY98, 7/1/97-6/30/98, #800000 - 801650	Sch. 1910; Item 2 disposal 7/01/2004
2	Purchase Orders FY98, 7/1/97-6/30/98, #801651 - 803350	Sch. 1910; Item 2 disposal 7/01/2004
3	Purchase Orders FY98, 7/1/97-6/30/98, #803351 - 805000	Sch. 1910; Item 2 disposal 7/01/2004
4	Purchase Orders FY98, 7/1/97-6/30/98, #805001 - 806650	Sch. 1910; Item 2 disposal 7/01/2004
5	Purchase Orders FY98, 7/1/97-6/30/98, #806651 - 808300	Sch. 1910; Item 2 disposal 7/01/2004
6	Purchase Orders FY98, 7/1/97-6/30/98, #808301 - 809350	Sch. 1910; Item 2 disposal 7/01/2004

Disposal
8-9-04

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Anne Arundel Community College		ACCESSION NO. 01W206	DATE REC'D 10-10-00
B. DIVISION/UNIT Business Office/Payroll			RM CODE 28-03-02
C. MAILING ADDRESS 101 College Parkway Arnold, MD 21012		LOCATION RANGE SECTION(S) 34 34	NO. OF CU. FT. 1
D. PHONE NO. (410) 541-2227, Mr. Glass (410) 541-2549, Records Retention		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Arthur Glass, Controller		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	Payroll Disbursements FY 1997, 7/1/1996-6/30/1997 Daily Cash Disbursements Listing FBD-018, and Daily Journal Entries Listing FBD-520. (Processing for 01/97 to 06/97)	Sch. 1908; Item 27 disposal 7/2004 <i>Disposal</i> <i>8-9-04</i>	

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DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

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

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Anne Arundel Community College		ACCESSION NO. 04W482	DATE REC'D 11-26-03
B. DIVISION/UNIT Bookstore			RM CODE 28.03.02
C. MAILING ADDRESS 101 College Parkway Arnold, Maryland 21012		LOCATION RANGE SECTION(S) 32 11	NO. OF CU. FT. 2
D. PHONE NO. Records Retention Officer-410-777-2549 Bookstore Manager-410-777-2651		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Robert O. Felter, Records Retention Officer Steven Pegg, Bookstore Manager		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1	Buyback Refund slips, 2/2002-4/2002, box 1 of 1	Sch. 1916, item#3 disposal 4/1/2004
2	Buyback Refund slips 5/2002-5/2002, box 1 of 1	Sch. 1916, item#3 disposal 5/1/2004

Disposal
8-9-04
** MISSING*
Box # 1

E

RECORDS TRANSMITTAL AND RECEIPT

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

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 97W1112	DATE REC'D 5-13-97
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 112 35	NO. OF CU. FT. 12
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Carla Rich		TO 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	
E 1 2 3 4 5 6 7 8 9 10 11 12	<p>Educational Assistance Grants (EA) and Guarantee Access Grants (GA) AND Delegate Scholarship Program (AY1995-96)</p> <p><u>EA and GA Verifications</u> A - C D - Hen Heo - L M - Rh Ri - U V - Z</p> <p><u>EA and GA Tracking Letters</u> A - F G - M N - Z</p> <p><u>Delegate General Correspondence</u> January 1995 - December 1995 Districts: 01-05, 14, 40-47 Districts: 01-05, 14, 40-47</p>	<p>Schedule 1031 1973 Item #1 Disposal Date: 07/01/2003</p> <p><i>Disposal</i> 8-12-04</p>	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE- 410-799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO.	DATE REC'D 8-26-98
B. DIVISION/UNIT State Scholarship Administration		99W128	RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 37 32	NO. OF CU. FT. 12
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Carla Rich		TO 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
M	Educational Assistance Grant Program (AY96-97) Students selected for Verification Process filed alphabetically	Schedule 1831-A 1973 Item #1 Disposal Date: 07/01/2004
1	Master List; Incomplete Files	Disposal 8-9-04
2	A - Bo	
3	Br - Cre	
4	Cri - Fo	
5	Fr - Ha and Master List for H - K	
6	He - Kik	
7	Kim - Maz	
8	Mc - O	
9	Pa - Rz	
10	Sa - Sz	
11	Ta - Wa	
12	We - Z	

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO.	DATE REC'D 8-26-98
B. DIVISION/UNIT State Scholarship Administration		99W129	RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 37 32	NO. OF CU. FT. 11
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Carla Rich		TO 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
G	Educational Excellence Awards (AY96-97) Educational Assistance (EA) Grant Guaranteed Access (GA) Grant	Schedule 1831-A-1973 Item #1 Disposal Date: 07/01/2004
	<u>Guaranteed Access Grant</u>	
1	No FAFSA/Late Applications	<i>Disposal</i> 8-9-04
2	G2/CV letters	
3	G2,G3,G4,G5,GN,C,CC,CE,CH,CJ,CK,CX,5,C3,C8 letters	
4	G1's, A-Z letters	
	<u>Educational Assistance Grant</u> Late EA Awards	
5	SARS from schools	
6	SARS from schools	
7	SARS from schools	
	Tracking Letters	
8	A - D	
9	E - J	
10	K - R	
11	S - Z	

DGS 550-B (REV. 12/88) USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

DGS 550-B (REV. 12/88) USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

R-37

S-32

7 space

RECORDS TRANSMITTAL AND RECEIPT

E

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE- 410-799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. <i>006464</i>	DATE REC'D <i>10-13-99</i>
B. DIVISION/UNIT State Scholarship Administration			RM CODE <i>28.04</i>
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) <i>43 9</i>	NO. OF CU. FT. <i>2</i>
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gerrie Ohrmann		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<p>W</p> <p>1.</p> <p>2.</p>	<p>Educational Assistance Grant AY1996-97</p> <p>Packaging Rosters</p> <ul style="list-style-type: none"> - reports run date 6/10/97 (Districts 1-31) - reports run date 2/15/97 (Districts 1-12) - error codes run date 2/5/97 <p>Packaging Rosters</p> <ul style="list-style-type: none"> - run date 6/10/97 (Districts 32-47) - error codes run date 6/10/97 - EA Funding run date 6/10/97 (State Wide listing) 	<p>Schedule 1973 Item #1 Disposal Date: 07/01/2004</p> <p><i>Disposal</i></p> <p><i>8-9-04</i></p>

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE-410- 799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 00W465	DATE REC'D 10-13-99
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 42 7	NO. OF CU. FT. 3
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gerrie Ohrmann		TO 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
J	Educational Assistance Grant 1996-97	Schedule 1973 Item #1 Disposal Date: 07/01/2004
1.	Late Award Letters CQ Appeals Approved A - O	<i>Disposal</i> 8-9-04
2.	CQ Appeals Approved J - Z CQ Appeals Denied CQ College List A - M	
3.	CQ College List N - WIC	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE-410- 799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 00W468	DATE REC'D 10-13-99
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 41 16	NO. OF CU. FT. 6
D. PHONE NO. (410) 974-5370		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Gerrie Ohrmann		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
P	Educational Assistance Grant AY 97-98 Applicant Rosters 1st Run Date 4/15/97 Districts 1. 1 - 15 2. 16 - 36 3. 37 - 47 and Funding Report (030 EA-AW) Final Packaging Reports Run Date 4/16/97 4. Districts 1 - 9 5. Districts 10 - 30 6. Districts 31 to 47 Error Codes (SI, PT, NO, IS, EX)	Schedule 1973 Item #1 Disposal Date: 07/01/2004 <i>Disposal</i> 8-9-04

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 01W943	DATE REC'D 5-22-01
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland		LOCATION RANGE SECTION(S) 20 7	NO. OF CU. FT. 24
D. PHONE NO. 410-260-4565		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas		TO 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	
AE	1-2	<i>Sch. # 1973</i> <i>Item # 1</i> <i>Disposal Date</i> <i>7/1/2004</i> <i>Disposal</i> <i>8-10-04</i>	
AI	3		
AJ	4-15		
AL	16-17		
AN	18-19		
AO	20		
AU	21-24		

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 Higher Education Commission		ACCESSION NO. 01W943	DATE REC'D 5-22-01
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis Maryland 21401		LOCATION RANGE SECTION(S) 20 7	NO. OF CU. FT. 24
D. PHONE NO. (410) 260-4506		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas		TO 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. AE 1	1997-1993 Late EA Award Letters Letters A-Z	Disposal Schedule 1973 Disposal Date 7/1/2004 "Item #1"
2. 2	By College	
3. AI 1	Professional Scholarship Cancellation 1996-1997	" "
4. AJ 1	1997-1998 EA Award Letters A-BQ	" "
5. 2	BRA-CN	" "
6. 3	CO-DZ	" "
7. 4	EA-GO	" "
8. 5	GP-HZ	" "
9. 6	I-KO	" "
10. 7	LA-MB	" "
11. 8	MC-NZ	" "
12. 9	OA-RN	" "

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER

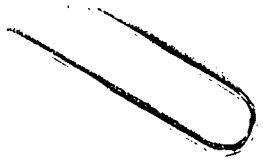
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1979)

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS — PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. 016943	DATE REC'D 5-22-01
B. DIVISION/UNIT State Scholarship Administration			RM CODE 28-04
C. MAILING ADDRESS 16 Francis Street Annapolis MD 21401		LOCATION RANGE SECTION(S) 20 7	NO. OF CU. FT. 24
D. PHONE NO. (410) 260-4506		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas		TO 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	
13- 14 15	AJ (cont) 10 1997-1998 Award Letters RO-SL 11 SM-TZ 12 U-Z	Disposal Schedule 1973 Disposal Date 7/1/2004 " " " "	
16 17	AL 1 1998-1999 State Nursing 2 Professional	" " " "	
18 19	AN 1 1998-1999 LARP (CW) 2 LARP (CW)	" " " "	
20	AO 1 1996-1997 SFC Appeals	" "	
21 22 23 24	AU 1 Delegate 2 1996-1997 Recipient Report 3 1996-1997 Verifications 4 1998-1999 Audits 1996-1997 Awards	" " " " " "	

E



RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type or Print Clearly All Entries

A. Agency 1. Maryland Higher Education Commission (MHEC)		Accession No. <i>00W/135</i>	Date Rec'd <i>4-17-00</i>
		RM Code <i>28.04</i>	
B. Division/Unit Information Systems		Location Range Section(s) <i>34 20</i>	No. of Cu. Ft. <i>4</i>
C. Mailing Address 16 Francis Street, Annapolis, Maryland 21401		Records Center Manager	
D. Phone No. 410-974-2971		To Be Completed at State Records Management Center	
E. Agency Official Charles Benil, Director, Information Systems			
3. Box Numbers <i>1 - 4</i>	4. Description of Records with Inclusive Details <i>Y2K Records</i>	5. Disposal Authority Schedule. Item No. Disposal Date Schedule 001-Y2k <i>L-50</i> Item No. 1 Disposal Date: 7/1/2004 <i>L-50</i> <i>Disposal</i> <i>8-9-04</i>	

RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type or Print Clearly All Entries

<p>A. Agency Maryland Higher Education Commission</p> <p>B. Division/Unit Office of Administrative Services</p> <p>C. Mailing Address 16 Francis Street, Annapolis, MD 21401</p> <p>D. Phone No. (410) 260-4506</p> <p>E. Agency Official K. Chrissl Teufel</p>		<p>Accession No. 01W956</p>		<p>Date Rec'd 5-23-04</p>	
		<p>Location Range Section(s) 49 4</p>		<p>RM Code 28-04</p>	
		<p>Records Center Manager</p>		<p>No. of Cu. Ft. 11</p>	
		<p>To Be Completed at State Records Management Center</p>			
		<p>3. Box Numbers</p>		<p>4. Description of Records with Inclusive Details</p>	
<p>1.</p>		<p>MHEC, Box 1, 409, Purchasing, FY 98 PO's, 298001-298770- ,R62P80000002 - R62P8000305 - FY98 Blanket PO's Box 1 of 2</p>		<p>Schedule 1885-2E, July, 2004</p>	
<p>2.</p>		<p>Box 1 of 8, 409, Md Higher Ed Comm. Accounting 7/9/97 to 10/10/97 Invoice Pays D8000005 -D8000631 V8000072-V8000282</p>		<p>"Disposal"</p>	
<p>3.</p>		<p>Box 2 of 8 /409, Md Higher Ed Comm., Accounting 10/14/97 to 12/18/97, Invoice Pays, D8000632-D8001306, V8000281-V8000415</p>		<p>"8-9-04"</p>	
<p>4.</p>		<p>Box 3 of 8/409, Md Higher Ed Comm, Accounting, 12/22/97 to 3/2/98 Invoice Pays, D8001307-D9001939, V8000416- V8000597, D7007316-D7007317</p>		<p>" "</p>	

RECORDS TRANSMITTAL AND RECEIPTSCONTINUATION SHEET

ITEM #	DESCRIPTION	RETENTION
5.	Box 5 of 8/409 MD Higher Ed Comm, Accounting, Certificates of Deposit, FY 98	THROUGH 7,2004
6.	Box 6 of 8/409 MD Higher Ed Comm, Accounting, Centrex Bills FY 98	THROUGH 7,2004
7.	Box 7 of 8/409 Md Higher Ed Comm, Accounting, 3/15/98 to 5/15/98	THROUGH 7,2004
8.	Box 8 of 8/409 Md Higher Ed Comm, Accounting, 5/19/98 to 7/28/98	THROUGH 7,2004
9.	Box 5, MHEC, purchasing, FY 97-FY 98 Quarterly Mileage Report FY 94 & 95 Inventory Records FY 98 RSTARS #8901 Reports	THROUGH 7,2004
10.	Box 6, MHEC, Purchasing, FY99 to 7/98 6/30/99 2251 DAFR Reports	THROUGH 7, 2004
11.	Box 008 / 409 FY 91 through FY 95 Inventory Control Records & Mileage reports MHEC Purchasing	THROUGH 7, 2004

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE- 410-799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT Office of Administrative Services		02W1115	5-28-02 RM CODE 28-04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 21 30	NO. OF CU. FT. 1
D. PHONE NO. (410) 260-4506		RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Maria Gourmas		TO 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	
Box 2 of 11	Archives - 99028844 & 9941126, 12/98-2/99	Disposal Date February , 2004 <i>July</i> Sche. # 1885-2E <i>Disposal</i> <i>8-10-04</i>	

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE- 410-799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO.	DATE REC'D 5-28-02
B. DIVISION/UNIT Office of Administrative Services		02W1116	RM CODE 28.04
C. MAILING ADDRESS 45 Calvert Street, Room 339 Annapolis, Maryland 21401		LOCATION RANGE SECTION(S) 21 35	NO. OF CU. FT. 1
D. PHONE NO. (410) 260-45		RECORDS CENTER MANAGER <i>Robert Pope</i>	
E. AGENCY OFFICIAL Maria Goumas		TO 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	
Box 1 of 1	FY 99 Deposits	July, 2004 Sche. # 1885-2E Disposal 8-10-04	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE- 410-799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO.	DATE REC'D 5-28-02
B. DIVISION/UNIT Office of Administrative Services	02W1117	RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 26 6	NO. OF CU. FT. 11
D. PHONE NO. (410) 260-4506	RECORDS CENTER MANAGER <i>Gabriel Lopez</i>	
E. AGENCY OFFICIAL Maria Goumas	TO 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
Box 1 of 11	MHEC Federal Funds Info Box 2, Yr 96-99, PMS-272, VA Bckup	Disposal Date July, 2004 Schedule 1885-2E <i>Disposed</i> <i>8-10-04</i>
Box 2 of 11	MHEC Federal Funds Info Box 3	
Box 6 of 11	Purchase Order & Requisitions, FY 99	
Box 3 of 11	Archive 99042606 & 99063155	
Box 10 of 11	Purchase Orders & Requisitions, FY 99-FY 99	
Box 11 of 11	Misc., FY 99	
Box 8 of 11	Cert. Of Deposit, FY 97-99	
Box 9 of 11	Cert. Of Deposit, FY 99	
Box 7 of 11	Cert. Of Deposit, FY 97-99	
Box 5 of 11	Journals	
Box 4 of 11	Interagency pays EZ, JS, JA, JG, pays, FY 99 & Logs	

E

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD. 20794(TELEPHONE-410- 799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO.	DATE REC'D 5-28-02
B. DIVISION/UNIT Office of Administrative Services	02W1121	RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 22 6	NO. OF CU. FT. 1
D. PHONE NO. (410) 260-4506	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Maria Goumas	TO 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
Box 4 of 11	Archives-99063436 & 99071259,5-99-6/99	Disposal Date, July June, 2004 Schedule 1885-2E Disposal 8-10-04

29.01	WCC	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate Retain one (1) copy and forward original to address at left.
Reporting Agency			
Worker's Compensation Commission			
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.				
89W597	C/R Note Cases / List of Enclosure	1565	6	1988	233	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

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER
 P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 795-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

a) AGENCY CODE 22.06.00.00		29.01		ACCESSION NO.		DATE REC'D	
b) AGENCY Workers' Compensation Commission		89W597		12-16-88			
c) DIVISION/UNIT Workers' Compensation Commission		LOCATION - RANGE 120		SECTION(S) 1-7		NO OF CU. FT. 233	
d) MAILING ADDRESS 6 North Liberty Street Baltimore, MD 21201-3785				RECORDS CENTER MANAGER			
e) AGENCY OFFICIAL John H. Newby		PHONE NO. (301) 333-4778		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
f) SIGNATURE <i>John H. Newby</i>		g) SIGNATURE <i>Derry Semons</i>					
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES			4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)			
233 boxes Numbered 1 thru 233	C/R Notes-Cases A-70-00-00 thru A-83-59-99 - 1988 List of enclosure of boxes will accompany shipment			1565 #6 1202 339 Page 10 Item 20 <i>5</i> Jan 2004 <i>7/2004</i> <i>Disposal</i> <i>DISPOSAL</i> <i>8/3/04</i> <i>WJS</i>			

R120

S1-7

76 Empties.

S-7-9

76 Empties

76 Empties

200	A-81-84-05	-	A-81-88-73
201	-81-88-74	-	-81-93-96
202	-81-94-05	-	-81-99-57
203	-81-99-59	-	-82-04-40
204	-82-04-43	-	-82-09-25
205	-82-09-25	-	-82-13-43
206	-82-13-43	-	-82-18-34
207	-82-18-37	-	-82-23-93
208	-82-23-93	-	-82-28-44
209	-82-28-44	-	-82-33-61
210	-82-33-61	-	-82-39-05
211	-82-39-09	-	-82-44-08
212	-82-44-09	-	-82-49-98
213	-82-50-02	-	-82-54-87
214	-82-54-90	-	-82-60-36
215	-82-60-37	-	-82-65-08
216	-82-65-44	-	-82-69-21
217	-82-69-23	-	-82-75-43
218	-82-75-44	-	-82-80-58
219	-82-80-60	-	-82-85-29
220	-82-85-29	-	-82-91-22
221	-82-91-32	-	-82-96-87
222	-82-96-90	-	-83-02-19
223	-83-02-21	-	-83-07-47
224	-83-07-47	-	-83-11-61
225	-83-11-63	-	-83-17-47
226	-83-17-49	-	-83-22-88
227	-83-22-88	-	-83-27-55
228	-83-27-55	-	-83-33-00
229	-83-33-00	-	-83-39-23
230	-83-39-23	-	-83-44-02
231	-83-44-02	-	-83-49-96
232	-83-50-05	-	-83-55-12
233	-83-55-15	-	-83-59-99
234			
235			

Sent to Jessup ~~11/21/88~~
12/14/88

Sept 19, 1986

Court reporter Notes

# 1	A- 70-00-00 -	A- 70-04-99
2	70-05-04 -	70-11-96
3	70-12-06 -	70-17-49
4	70-17-50 -	70-22-19
5	70-23-00 -	70-26-99
6	70-27-00 -	70-32-49
7	70-32-50 -	70-34-99
8	70-40-00 -	70-45-49
9	70-45-50 -	70-49-99
10	70-50-06 -	70-55-99
11	70-56-80 -	70-61-45
12	70-61-54 -	70-66-49
13	70-66-50 -	70-71-49
14	70-71-50 -	70-78-10
15	70-78-11 -	70-83-85
16	70-83-85 -	70-84-70
17	70-84-73 -	70-95-91
18	70-95-97 -	71-02-56
19	71-02-57 -	71-09-24
20	71-09-25 -	71-15-39
21	71-15-40 -	71-22-39
22	71-22-40 -	71-24-98
23	71-30-00 -	71-36-92
24	71-36-93 -	71-42-95
25	71-42-96 -	71-50-60
26	71-50-61 -	71-57-44
27	71-57-44 -	71-63-80
28	71-63-83 -	71-69-83
29	71-69-67 -	71-75-96
30	71-75-96 -	71-82-06
31	71-82-06 -	71-88-08
32	71-88-08 -	71-94-38
33	71-94-38 -	72-01-84
34	72-01-87 -	72-09-97

Notes in Storage Room
on 10th floor as of
5/4/87

Sent to Jessup 11/30/88
12/16/88

Sept 19, 1986

Court reporter notes

# 35	72-10-01	- to -	72-17-69
36	72-17-81	- -	72-24-99
37	72-25-06	-	72-32-91
38	72-32-93	-	72-34-26
39	72-39-26	-	72-45-48
40	72-45-51	-	72-53-55
41	72-53-55	-	72-59-99
42	72-60-00	-	72-66-64
43	72-66-64	-	72-72-87
44	72-72-88	-	72-80-67
45	72-80-67	-	72-87-57
46	72-87-58	-	72-94-35
47	72-94-54	-	73-02-06
48	73-02-09	-	73-09-97
49	73-10-00	-	73-15-74
50	73-15-75	-	73-15-72
51	73-22-73	-	73-30-58
52	73-30-59	-	73-36-83
53	73-36-84	-	73-42-17
54	73-42-18	-	73-47-96
55	73-47-97	-	73-55-15
56	73-55-16	-	73-61-10
57	73-61-11	-	73-67-53
58	73-67-54	-	73-73-80
59	73-73-80	-	73-80-84
60	73-80-85	-	73-87-25
61	73-87-26	-	73-92-50
62	73-92-51	-	73-99-75
63	73-99-76	-	74-04-99
64	74-05-00	-	74-09-99
65	74-10-00	-	74-13-98
66	74-14-00	-	74-18-99
67	74-19-00	-	74-24-99
68	74-25-00	-	74-29-00

Sent to Jessup 11/30/88
12/16

Sept 19, 1986

Court reporter notes

69	A-	74-30-00	to	A-	74-35-79
70		74-35-80	-		74-39-99
71		74-40-00	-		74-45-99
72		74-46-00	-		74-51-79
73		74-51-80	-		74-57-25
74		74-57-26	-		74-62-99
75		74-63-00	-		74-68-99
76		74-69-00	-		74-74-98
77		74-75-03	-		74-79-96
78		74-80-02	-		74-86-11
79		74-86-16	-		74-92-93
80		74-92-95	-		74-99-99
81		75-00-00	-		75-06-99
82		75-07-00	-		75-09-99
83		75-10-00	-		75-16-49
84		75-16-50	-		75-22-99
85		75-23-00	-		75-29-99
86		75-30-00	-		75-35-99
87		75-36-00	-		75-41-99
88		75-42-00	-		75-47-99
89		75-48-00	-		75-54-50
90		75-54-51	-		75-59-99
91		75-60-00	-		75-64-95
92		75-64-96	-		75-70-50
93		75-70-51	-		75-76-99
94		75-76-00	-		75-81-50
95		75-81-51	-		75-87-99
96		75-88-00	-		75-94-58
97		75-94-59	-		75-99-99
98		76-00-00	-		76-05-99
99		76-06-00	-		76-10-99
100		76-11-00	-		76-14-99
101		76-15-00	-		76-19-99

Sent to Jessup
11/30/88
12/16/88

May 4, 1987

Count reporter Notes

102	A -	76-20-00	-	to	-	A -	76-25-49
103		76-25-51	-				76-30-69
104		76-30-70	-				76-36-84
105		76-36-85	-				76-41-60
106		76-41-61	-				76-47-90
107		76-48-00	-				76-53-99
108		76-54-00	-				76-60-99
109		76-61-00	-				76-67-75
110		76-67-78	-				76-74-33
111		76-74-34	-				76-80-71
112		76-80-72	-				76-86-68
113		76-86-75	-				76-92-95
114		76-92-96	-				76-98-60
115		76-98-64	-				77-04-37
116		77-04-39	-				77-10-15
117		77-10-17	-				77-16-48
118		77-16-58	-				77-22-07
119		77-22-08	-				77-28-14
120		77-28-15	-				77-33-92
121		77-33-92	-				77-39-76
122		77-39-83	-				77-46-59
123		77-46-59	-				77-52-20
124		77-52-30	-				77-57-90
125		77-57-92	-				77-62-49
126		77-62-50	-				77-68-31
127		77-68-40	-				77-74-99
128		77-75-00	-				77-80-99
129		77-81-00	-				77-86-10
130		77-86-11	-				77-91-69
131		77-91-74	-				77-96-17
132		77-96-21	-				78-01-99
133		78-02-00	-				78-06-99

Shut to Jessup 11/30/88
12/16/88

May 4, 1987

Court reporter Notes

134	A - 78-07-00	To	A - 78-09-90
135	- 78-10-02	-	- 78-15-70
136	- 78-15-71	-	- 78-21-66
137	- 78-21-67	-	- 78-29-00
138	- 78-29-01	-	- 78-35-41
139	- 78-35-41	-	- 78-41-27
140	- 78-35-42	-	- 78-46-24
141	- 78-46-25	-	- 78-53-41
142	- 78-53-42	-	- 78-59-99
143	- 78-60-00	-	- 78-65-88
144	- 78-65-89	-	- 78-72-42
145	- 78-72-43	-	- 78-78-87
146	- 78-78-88	-	- 78-84-90
147	- 78-84-91	-	- 78-90-41
148	- 78-90-42	-	- 78-96-06
149	- 78-96-07	-	- 79-01-54
150	- 79-01-55	-	- 79-07-06
151	- 79-07-07	-	- 79-13-60
152	- 79-13-62	-	- 79-19-33
153	- 79-19-36	-	- 79-26-77
154	- 79-26-78	-	- 79-32-54
155	- 79-32-58	-	- 79-38-68
156	- 79-38-71	-	- 79-44-64
157	- 79-44-75	-	- 79-50-60
158	- 79-50-77	-	- 79-56-46
159	- 79-56-52	-	- 79-61-56
160	- 79-61-57	-	- 79-67-28
161	- 79-67-30	-	- 79-74-84
162	- 79-74-05	-	- 79-80-74
163	- 79-80-76	-	- 79-86-06
164	- 79-86-07	-	- 79-91-78
165	- 79-91-79	-	- 79-98-19
166	- 79-98-20	-	- 80-03-55

Sent to Jessup H/30/88
12/16/88

May 10, 1988

Court reporter notes

167	A-	80-03-56	to	A-	80-08-97
168	-	80-08-98	-	-	80-14-39
169	-	80-14-40	-	-	80-19-99
170	-	80-20-00	-	-	80-24-96
171	-	80-24-97	-	-	80-29-99
172	-	80-30-00	-	-	80-36-99
173	-	80-37-00	-	-	80-42-49
174	-	80-42-50	-	-	80-47-99
175	-	80-48-00	-	-	80-54-20
176	-	80-54-21	-	-	80-59-99
177	-	80-60-00	-	-	80-66-67
178	-	80-66-68	-	-	80-72-99
179	-	80-73-00	-	-	80-78-99
180	-	80-79-00	-	-	80-84-14
181	-	80-84-15	-	-	80-89-09
182	-	80-89-10	-	-	80-95-59
183	-	80-95-60	-	-	81-00-49
184	-	81-00-50	-	-	81-06-44
185	-	81-06-45	-	-	81-11-19
186	-	81-11-20	-	-	81-16-49
187	-	81-16-50	-	-	81-21-49
188	-	81-21-50	-	-	81-26-89
189	-	81-26-90	-	-	81-31-29
190	-	81-31-30	-	-	81-36-29
191	-	81-36-30	-	-	81-42-99
192	-	81-43-00	-	-	81-48-49
193	-	81-48-50	-	-	81-53-81
194	-	81-53-82	-	-	81-59-98
195	-	81-60-02	-	-	81-65-45
196	-	81-65-46	-	-	81-69-88
197	-	81-69-90	-	-	81-73-84
198	-	81-73-88	-	-	81-79-56
199	-	81-79-60	-	-	81-83-98

Sent to Jessup
Ameyolis 11/30/88
12/16/88

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

Instructions: Please Type Or Print Clearly All Entries

Agency Maryland Department of the Environment Waste Management Administration	Accession No. 99W732	Date Rec'd 4-7-99
Division/Unit Hazardous Waste Program Tracking/Hazardous Materials Transportation Div.	Location Range Section(s) 2 11-12	RM Code 31.04
Mailing Address 2500 Broening Highway Baltimore, MD 21224	No. of Cu. Ft. 39	
Phone No. (410) 631-3344	Records Center Manager	
Agency Official Emily S. Troyer, Chief Emily S. Troyer 4/6/99	To Be Completed At State Records Management Center	

Box Numbers	3. Description of Records with Inclusive Dates HAZARDOUS WASTE MANIFESTS	4. Disposal Authority Schedule, Item No. Disposal Date
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22	MDC0103724 - MDC0418756 MDC0419048 - MDC0524966 MDC0525000 - MDC0529197 MDC0529229 - MDC0532449 MDC0532506 - MDC0534693 MDC0535200 - MDC0537798 MDC0537800 - MDC0538999 MDC0539000 - MDC0539999 MDC0540050 - MDC0541998 MDC0542000 - MDC0544986 MDC0545000 - MDC0546399 MDC0546409 - MDC0548270 MDC0549001 - MDC0551599 MDC0551600 - MDC0555690 MDC0556150 - MDC0609974 MDC0610172 - MDC0617399 MDC0617401 - MDC0619998 MDC0620001 - MDC0622981 MDC0623140 - MDC0625799 MDC0625803 - MDC0628399 MDC0628406 - MDC0630999 MDC0631006 - MDC0633819	1781 #1,2 For ALL records listed on these two pages: Retain for five (5) years and then <u>destroy</u> . Jan 2004 July 2004 Disposal 8-9-04

Box Number	Description of Records with Inclusive Dates	Disposal Authority Schedule, Item No. Disp. Date
23	MDC0634006 - MDC0636517	
24	MDC0636600 - MDC0639398	
25	MDC0639435 - MDC0642999	
26	MDC0642600 - MDC0645399	
27	MDC0645405 - MDC0647799	
28	MDC0647805 - MDC0651995	
29	MDC0652008 - MDC0654399	
30	MDC0654403 - MDC0656799	
31	MDC0656805 - MDC9658999	
32	MDC0659048 - MDC0696025	
33	ARD504658 - MAG263487	
34	MAH260977 - NJA1959930	
35	NJA1961758 - NJA2109884	
36	NJA2110662 - NYA7327844	
37	NYB1264698 - PAE3299984	
38	PAE3300032 - SCB0001659	
39	SCB0001201 - TXD893704	

E

DEPARTMENT OF GENERAL SERVICES
 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 the Environment		Accession No. 03W176	Date Rec'd 9-18-07
B. Division/Unit Fiscal Services Division		Location	RM Code 3.10
C. Mailing Address 2500 Broening Highway Ballimore, MD 21224		Range 113	Section(s) 25
D. Phone No. 410-631-3142		No. of Cu. Ft. 3	
E. Agency Official Valerie Burley		Records Center Manager	
To Be Completed At State Records Management Center			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
1	Draft Report Adjustments FY97	1821A-1C JULY 1,2004	
2	JDLD 0708-JDLD 0623 FY97	1821A-1C JULY 1,2004	
3	Salary Allocation Reports-Regular & Contractual (6/12/96 - 6/17/97) FY97	1821A-1C JULY 1,2004	
*** end ***			
DISPOSAL 8/10/07 [Signature]			

DEPARTMENT OF GENERAL SERVICES
 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 Dept. of the Environment Water Management Administration		Accession No. 98W690	Date Rec'd 4-8-98
B. Division/Unit Compliance Program		Location Range Section(s)	RM Code 31-11
C. Mailing Address 2500 Broening Highway Building 30 Baltimore, MD 21224		114 17-18	40
D. Phone No. (410) 631-3529		Records Center Manager	
E. Agency Official MARK WELLS / <i>Debbie Daugherty</i> DEBBIE DAUGHERTY		To 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
0001 0021	Item No. 1: State and Local Approval Files File series contains approved plans; all inspection reports concerning sediment and erosion control and stormwater management; all correspondence pertaining to a particular project; photos documenting violations; etc.	Sched. #1537
0002 0022		Item #1
0003 0023		July, 2004
0004 0024		
0005 0025		
0006 0026		
0007 0027		
0008 0028		
0009 0029		
0010 0030		
0011 0031		
0012 0032		
0013 0033		
0014 0034		
0015 0035		
0016 0036		
0017 0037		
0018 0038		
0019 0039		
0020 0040		

Missing box #15
[Signature]
8/10/04
[Signature]

E

DEPARTMENT OF GENERAL SERVICES
 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. DEPARTMENT OF JUVENILE JUSTICE		Accession No. 99W468	Date Rec'd 12-17-98
			RM Code 32.04
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A		Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 N. FAYETTE ST. BALTIMORE MD 21201		103 29-30	28
D. Phone No. 410-230-3356		Records Center Manager	
E. Agency Official LAUREN GORDON - Maurice Wood ADMINSTRATOR, TITLE IV-E		To 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
BOX # 1	HARFORD CO., IV-A APPLICATIONS	SCHEDULE NO. 1266 A-1 ITEM NO. 13. B. DISPOSAL DATE: DECEMBER 2003 Jan. 2004 <i>Disposal</i> 8-11-04

**DEPARTMENT OF GENERAL SERVICES
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. DEPARTMENT OF JUVENILE JUSTICE	Accession No.	Date Rec'd
		RM Code
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A	Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 W. FAYETTE ST. BALTIMORE MD 21201		
D. Phone No.	Records Center Manager	
E. Agency Official LAUREN GORDON ADMINSTRATOR, TITLE IV-E	To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
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BOX # 2	EASTERN SHORE (CECIL. WORCESTER) AREA IV/IV-A APPLICATIONS	SCHEDULE NO. 1266 A-1 ITEM NO.13. B. DISPOSAL DATE: DECEMBER 2003 <i>Jan. 04</i>
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**DEPARTMENT OF GENERAL SERVICES
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. DEPARTMENT OF JUVENILE JUSTICE	Accession No.	Date Rec'd
		RM Code
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A	Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 W. FAYETTE ST. BALTIMORE MD 21201		
D. Phone No.	Records Center Manager	
E. Agency Official LAUREN GORDON ADMINSTRATOR, TITLE IV-E	To 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
BOX # 3	BALTIMORE COUNTY IV-A APPLICATIONS	SCHEDULE NO. 1266 A-1 ITEM NO. 13. B. DISPOSAL DATE: DECEMBER 2003 <i>Jan 2004</i>

**DEPARTMENT OF GENERAL SERVICES
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. DEPARTMENT OF JUVENILE JUSTICE		Accession No.	Date Rec'd
			RM Code
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A		Location Range Section(s)	No. of Cu. Ft
C. Mailing Address 120 W. FAYETTE ST. BALTIMORE MD 21201			
D. Phone No.		Records Center Manager	
E. Agency Official LAUREN GORDON ADMINSTRATOR, TITLE IV-E		To 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	
BOX # 26	DISMISSED CASES (NO FACE TO FACE)	SCHEDULE NO. 1266 A-1 ITEM NO.13. B. DISPOSAL DATE: DECEMBER 2003 Jan 2004	

DEPARTMENT OF GENERAL SERVICES
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. DEPARTMENT OF JUVENILE JUSTICE		Accession No.	Date Rec'd
			RM Code
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A		Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 N. FAYETTE ST. BALTIMORE MD 21201			
D. Phone No.		Records Center Manager	
E. Agency Official LAUREN GORON ADMINISTRATOR, TITLE IV-E		To 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	
BOX # 27	DUPLICATE CASES & DISMISSED CASES	SCHEDULE NO. 1266 A-1 ITEM NO. 13. B. DISPOSAL DATE: DECEMBER 2003 <i>Jan 2004</i>	

DEPARTMENT OF GENERAL SERVICES
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE 789-1379)
RECORDS TRANSMITTAL AND RECEIPT

Directions: Please Type Or Print Clearly All Entries

A. Agency 1. DEPARTMENT OF JUVENILE JUSTICE	Accession No.	Date Rec'd
		RM Code
B. Division/Unit ADMINISTRATION/BUDGET/TITLE IV-A	Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 W. FAYETTE ST. BALTIMORE MD 21201		
D. Phone No.	Records Center Manager	
E. Agency Official LAUREN GORDON ADMINISTRATOR, TITLE IV-E	To 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
BOX # 28	DENIED CASES	SCHEDULE NO. 1266 A-1 ITEM NO. 13. B. DISPOSAL DATE: DECEMBER 2003 <i>Jan 2004</i>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES -- STATE RECORDS MANAGEMENT CENTER
P.O. BOX 275, JESSUP, MD 20794 (TELEPHONE -- 410-799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1.			DATE REC'D. 8-20-03
B. DIVISION/UNIT Maryland Department of Aging		OW49	RM-CODE 35.
C. MAILING ADDRESS: 1007 State Office Building 301 West Preston Street Baltimore, Maryland 21201		Range 4	section 2 NO. OF CU. FT. 2
D. PHONE NO. 410-767-1115			
E. AGENCY OFFICIAL Wiley Finch Wiley Finch <i>Wiley Finch</i>			
2. BOX NUMBERS			4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 & 2	Senior Center Capital Improvement Grant Files - From 1979 through 1989.		Retain records for 1 year, then destroy. Disposal Date: July, 2004. <i>DISPOSAL</i> <i>8/11/04</i> <i>LJB</i>

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Environmental Service		ACCESSION NO. 92W/457	DATE REC'D
B. DIVISION/UNIT Office of the Attorney General - Legal			RM CODE
C. MAILING ADDRESS 2020 Industrial Drive Annapolis, MD 21401		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. 410-974-7224		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL George G. Perdikakis		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
3	MD State Board of 1990 Contract Appeals Litigation File 1990	January 2002
4	<u>Leland, et al. v DNR, et al.</u> in the Circuit Court for Baltimore City. Case No. 91059022/CL 127019 (1991) Litigation file	January 2002

R-102

S-34

13 Emptyies

RECORDS ELIGIBLE FOR DISPOSAL

ACCESSION NO.	CU.FT.	SCHEDULE NO.	ITEM NO.	DISPOSAL DATE
** Records Management Code 37.01				
92W1457	4	1428	1,2	1/02
** Subtotal **				
	4			
*** Total ***				
	15454			

*Evaluation of Hazardous Waste Quantities &
Facility Needs.*