

RECORDS TRANSMITTAL AND RECEIPT

E

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 96W640	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) 114 26	NO. OF CU. FT. 8
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	
08 BOXES	CLAIM MINOR FILES "BODILY INJURY"	1978 A1 - 08 1226 - ITEM 21 JULY 2007 <i>DISPOSED</i> <i>7/18/07</i> <i>DW</i>	

REPORT: CONTRANS
TRANSDATE:09/15/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2007

***** 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	008	OF 08	

CONSOLIDATED TOTAL : 008 OF 08

REPORT: TRANSMIT
RUN DATE: 09/15/95

MARYLAND AUTOMOBILE INSURANCE FUND
RETENTION SCHEDULE: 1226

PAGE NUMBER: 1
SCHEDULED DESTRUCTION DATE: 07/01/2007

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 08 RECORD #: 02174	A 000204	CLAIM MINOR FILES DOB 06/85	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
02 OF 08 RECORD #: 04849	A 005304	CLAIM MINOR FILES DOB 12/10/84	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
03 OF 08 RECORD #: 04892	A 005347	CLAIM MINOR FILES DOB 05/83	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
04 OF 08 RECORD #: 04989	A 005443	CLAIM MINOR FILES DOB 06/10/81	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
05 OF 08 RECORD #: 05203	A 005660	CLAIM MINOR FILES DOB 11/06/86	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
06 OF 08 RECORD #: 05235	A 005692	CLAIM MINOR FILES DOB 08/26/86	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
07 OF 08 RECORD #: 05247	A 005704	CLAIM MINOR FILES DOB 08/19/78	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS
08 OF 08 RECORD #: 05904	A 006440	CLAIM MINOR FILES DOB 06/04/84	ADAMS CLAIMS MINOR FILES	21	1226	WAIT TRANS

CONSOLIDATED TOTAL OF DETAILED TRANSMITTAL REPORT: 008 OF 08 BOXES

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND		ACCESSION NO. 97W1231		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 163	LOCATION 8	SECTION(S) 1
D. PHONE NO. 410 - 269 - 8558		NO. OF CU. FT. 1		
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		RECORDS CENTER MANAGER		
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER		
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE		
01 Box	INSURANCE ACCOUNTING RECORDS	1226 - ITEM 6 07/01/07 1978 A1 - 23 7/07		

*Disposed
7/19/07
DW*

Maryland Automobile Insurance Fund

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

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1 OF	01	WAIT TRANS

Consolidated Total: 01 OF 01

Maryland Automobile Insurance Fund

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

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	592	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
Record #:	10471	COMMISSION STATEMENTS 2/97	FISCAL			

Consolidated Total of Detail Transmittal Report: 01 OF 01 Boxes

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

3/7 (1)

*** 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 checked="" type="checkbox"/> Confirm Receipt	Initial/
1	INSURANCE ACCOUNTING RECORDS COMMISSION STATEMENTS 2/97	6	010801	10471	7-2007		
2							
3	REMEMBER ONLY JANUARY OR JULY FOR DESTRUCT						WATSON YH!
4							
5							
6							
7							
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. 97W1232	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 163	LOCATION SECTION(S) 2
D. PHONE NO. 410 - 269 - 8558		NO. OF CU. FT. 1	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		RECORDS CENTER MANAGER	
		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
01 Box	INSURANCE ACCOUNTING RECORDS	1226 ITEM 6 07/01/07 1978 A1 - 23 7/07	

*DISPOSED
7/19/07
DW*

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/07

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1 OF	01	WAIT TRANS

Consolidated Total: 01 OF 01

Maryland Automobile Insurance Fund

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

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	593	INSURANCE ACCOUNTING RECORDS	WATSON	6	1226	WAIT TRANS
Record #:	10475	PRODUCER COMMISSIONS JAN 97	FISCAL			
Consolidated Total of Detail Transmittal Report:		01 OF	01 Boxes			

4/22

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

PROPERTY DIVISION
97 APR 22 AM 6:20

*** 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	Initial/ <input checked="" type="checkbox"/> Confirm Receipt
①	593	PROD/COMM STATEMENTS 1/97 INSURANCE ACTING RECORDS	6	1081	10475	7/2007	
②							
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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. 98W298	DATE REC'D 10-6-97
B. DIVISION/UNIT WATSON - FISCAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 15	LOCATION 8
D. PHONE NO. 410 - 269 - 8558		SECTION(S) 1	NO. OF CU. FT. 1
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR		RECORDS CENTER MANAGER TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS 01 Box	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES INSURANCE ACCOUNTING RECORDS	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE 1226 - ITEM 6 07/01/07 1978 A1 - 23 7/07	

*DZ SPOSED
7/18/07
DW*

Maryland Automobile Insurance Fund

Retention Schedule: 1226

Schedule Destruction Date: 07/01/07

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

Consolidated Report in the Item Number Sequence

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1 OF	01	WAIT TRANS

Consolidated Total: 01 OF 01

Maryland Automobile Insurance Fund

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

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	611 INSURANCE ACCOUNT RECORDS FEB 97	WATSON	6	1226	WAIT TRANS
	Record #:	10497 COMMISSION & PRODUCER STATEMENTS	FISCAL			
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): 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 checked="" type="checkbox"/> Confirm Initial/ Receipt
①	611	Ins Acctg Records/Comm & Prod Statements February 1997	6	1061	10497	7/2007	
②							
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Records Admin (White), Shipping Dept (Yellow), Storage Site (Pink)

PROPERTY OF INSTRUCTOR
97 MAY 19 AM 7:30

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. MARYLAND AUTOMOBILE INSURANCE FUND	ACCESSION NO. 98W668	DATE REC'D 4-3-98
B. DIVISION/UNIT WATSON - FISCAL		RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294	LOCATION RANGE SECTION(S) 4 15	NO. OF CU. FT. 1
D. PHONE NO. 410 - 269 - 8558	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL CJ MUMME, RECORDS ADMINISTRATOR	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

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

INSURANCE ACCOUNTING RECORDS

~~1226 - ITEM 6~~

07/01/07

1978 A1 - 23

*Disposed
7/18/07
DW*

Maryland Automobile Insurance Fund

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

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

Department	Title	Item Number	Volume Boxes	Total Boxes	Special Instructions
FISCAL	INSURANCE ACCOUNTING RECORDS	6	1 OF 01		WAIT TRANS
Consolidated Total:	01	OF 01			

Maryland Automobile Insurance Fund

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

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	621 PRODUCER & COMMISSION STATEMENTS	WATSON	6	1226	WAIT TRANS
	Record #:	9889 INSURANCE ACCOUNTING RECORDS 04/97	FISCAL			
Consolidated Total of Detail Transmittal Report:		01 OF	01 Boxes			

7-14

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

*** Item Number from the Retention Schedule must be listed!**

PROPERTY ADMINISTRATOR

Scheduled Destruct Date must be timeframe stipulated in Retention Schedule

97 JUL 14 AM 7: 59

(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 checked="" type="checkbox"/> Confirm Initial/ Receipt
①	621	INSURANCE ACCOUNTING RECORDS 4/97 PRODUCER & COMMISSION STATEMENTS	6	1 of 1	9889	7/2007	
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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. 00W968	DATE REC'D 3-15-00
B. DIVISION/UNIT MALLA, PAUL FISCAL			RM CODE 24.01
C. MAILING ADDRESS 1750 FOREST DRIVE ANNAPOLIS, MARYLAND 21401-4294		RANGE 51	LOCATION 19
		SECTION(S)	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 1 Boxes	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES INSURANCE ACCOUNTING RECORDS	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE -A1 1978-ITEM 23 07/01/2007	

*DISPOSED
2/18/07
DW*

Report: CONTRANS
TransDate: 01/14/2000

Maryland Automobile Insurance Fund
Retention Number: 1978 Schedule Destruction Date: 07/01/2007
***** Transmittal for Transfer to OffSite Storage *****
Consolidated Report in the Item Number Sequence

Page 1

Department	Title	Item Number	Total Volume Boxes	Locations
FISCAL	INSURANCE ACCOUNTING RECORDS	23	1 of 001	WAIT TRANSFER

Consolidated Total: 1 of 001

Report: TRANSMIT
Trans Date: 01/14/2000

Maryland Automobile Insurance Fund
Retention Number: 1978
Requesting Authorization to Transmit records to an OffSite Storage Facility

Scheduled Destruction Date: 07/01/2007

Transmittal Box Number	MAIF Box #	Description of Contents in Box	Responsible Individual	Location Status	Applicable Item #	Retention Schedule
001 of 001 Record #:	618 6097	INSURANCE ACCTING RECORDS 03/1997 PRODUCER/COMMISSION STATEMENTS	MALLA, PAUL FISCAL	WAIT TRANSFER	23	1978

Consolidated Total of Detail Transmittal Report: 1 of 001 Boxes

1-14-2000

OFF-SITE RECORDS STORAGE SHIPMENT REQUEST FORM

~~(scribble)~~ (1)

* Item Number from the Retention Schedule must be listed!

PROPERTY ADMINISTRATOR

Scheduled Destruct Date must be timeframe stipulated in Retention Schedule

00 JAN 14 AM 11:18

(Please Select appropriate box for storage delivery)

Madison Street State Records-Jessup State Archives-Annapolis

Responsible Individual (Print Name): Paul Malla 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	618	Insurance Accounting Records Prod/Comm Statements 3/97	23	1081	6097	7/2007		
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Records Admin (White), Shipping Dept (Yellow), Storage Site (Pink)

MAIF- 27017

32.02	DJJ	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			
Department of Juvenile Justice Office of Personnel Management			
Division or Unit			

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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.				
02W556	SPP Contracts	2368	1	1997	5	7/2007	RECYCLE
02W570	OPM Transmittals	2368	1	1997	3	7/2007	RECYCLE
02W571	Eligible Lists	2368	2	1998	4	7/2007	RECYCLE
02W572	OPM Transmittals	2368	1	1998	2	7/2007	RECYCLE
02W573	OPM Transmittals	2368	1	1999	2	7/2007	RECYCLE
03W920	Grievance & Discipline Files	2378	1	1987 - 2001	14	7/2007	RECYCLE
03W921	SPP Contracts	2368	1	1998	7	7/2007	RECYCLE
04W987	Inactive Personnel Files	2368	1	1998	3	7/2007	RECYCLE
04W988	Inactive Contracts	2368	1	1999	17	7/2007	RECYCLE
04W989	Inactive Personnel Files	2368	1	1999	5	7/2007	RECYCLE
04W990	Eligible Lists	2368	2	1999	5	7/2007	RECYCLE
04W991	Inactive Contract Files	2368	1	2000	9	7/2007	RECYCLE
04W992	Eligible Lists	2368	2	2000	5	7/2007	RECYCLE
04W993	Eligible Lists	2368	2	2001	6	7/2007	RECYCLE

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

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

Records Center Manager
 Title

December 30, 2007
 Date

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. 02W556	Date Rec'd 12-3-01
B. Division/Unit Office of Personnel Management		Location Range Section(s)	RM Code 32.02
C. Mailing Address 120 W. Fayette Street Baltimore, MD 21201		55 20	5
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Marsha Allender		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item N Disposal Date
1	1997 SPP Contracts	2368 1255-1 # 17/2007 Jan. 2008 7/07 Disposed 7/24/07 DW
2	" " "	
3	" " "	
4	" " "	
5	" " "	

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DEPARTMENT OF GENERAL SERVICES
 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. Department of Juvenile Justice		Accession No. D2W570	Date Rec'd 12-3-01
B. Division/Unit Office of Personnel Management		Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 W. Fayette Street Baltimore, MD 21201		55 20	3
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Marsha Allender		To Be 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	1997 OPM Transmittals	Area I - Cheltenham
2	" " "	Cheltenham-Waxter
3	" " "	Youth Center
		2368 1255-1 #1, 7/2007 Jan 2008 7/07 DISPOSED 7/24/07 DW

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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. 02W571	Date Rec'd 12-3-01
B. Division/Unit Office of Personnel Management		Location Range Section(s)	RM Code 32.02
C. Mailing Address 120 W. Fayette Street Baltimore, MD 21201		47 19	4
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Marsha Allender		To Be 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	1998 Eligible Lists	Adm. Off.-JCI
2	" " "	JCI-OSI
3	" " "	OSI-OSIII
4	" " "	OSIII-YSIII

2368 1255-1
#2 2003
7/2007
~~Jan 2007~~
7/2007
DISPOSED
7/23/07
DW

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. 02W1573	Date Rec'd 12-3-01
			RM Code 32-02
B. Division/Unit Office of Personnel Management		Location Range Section(s)	No. of Cu. Ft.
C. Mailing Address 120 W. Fayette Street Baltimore, MD 21201		35 18	2
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Marsha Allender		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item N Disposal Date
1 2	1999 OPM Transmittals " " " " Area I - Noyes Trans. - YC	2368 1255-1 #1 2000 Jan 2000 7/2007 Disposed 7/23/07 DW

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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 (DJJ)		Accession No. <i>03W920</i>	Date Rec'd <i>5-7-03</i>
B. Division/Unit Office of Personnel Management		Location Range Section(s)	RM Code <i>32.02</i>
C. Mailing Address 102 West Fayette Street Baltimore, MD 21201		<i>141</i> <i>27</i>	No. of Cu. Ft. <i>14</i>
D. Phone No. 410-2303454		Records Center Manager	
E. Agency Official Marsha Allender		To Be 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	Grievance & Discipline Files - X,Y,Z 1987-2001	2006
2	" " " O-W "	"
3	" " " H-N "	"
4	" " " A-G "	"
5	Interview Notes, Job Flyers 1987-2001	" <i>2368</i>
6	ID's, Grants, MFR, Optins, On-Call, OETAS, Fayette St. Move, Management Review Project 1987-2001	<i>Sche # 1255</i>
7	Vacancy Reports, E-Commerce, EEOC, Driving REcords, Diversity, DJJ Correspondence Summit, 1987-2001	<i>Item # 1</i>
8	Testing, TQ, Unemployment, Correspondence 1987-2001	"
9	Awards, Position Description/Control, Workweek, Policy Manual 1987-2001	<i>Jan. 2012</i>
10	Vacancy Reports, Special Payments 1987-2001	" <i>7/2007</i>
11	Training, Unused Leave, United Charity, Trans, QUEST, Bond Info 1987-2001	"
12	Drug Testing, CDL, EEO, Executive Staff 1987-2001	"
13	Drug Testing, Finacial Disclosure 1995-1997	"
14	Financial Disclosure, EEO, Gov. Performance Executive Award 1987-2001	" <i>DF 5/20 SEP 7/24/07 DW</i>

E ✓

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 Department of Juvenile Justice	Accession No. <i>Q3W/921</i>	Date Rec'd <i>5-7-07</i>
		RM Code <i>32.02</i>
Division/Unit Office of Personnel Management	Location Range Section(s) <i>58 22</i>	No. of Cu. Ft. <i>7</i>
Mailing Address 120 West Fayette Street Baltimore, MD 21201		
Phone No. 410-230-3463	Records Center Manager	
Agency Official Marsha Allender	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	1998 SPP Contracts	
2	" " " A-B	1255-1 <i>2368</i>
3	" " " C-Garrison	# 1
4	" " " Gilkesson - J	<i>2008</i>
5	" " " K - Maddox	Jan. 2009
6	" " " Mason - R	<i>7/2007</i>
7	" " " S-V	
	" " " W-Z	

*DZJ802P
7/24/07
DW*

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 Services	Accession No.	Date Rec'd
	0441987	5-19-04
B. Division/Unit Office of Human Resources	Location	RM Code
	Range Section(s)	32.02
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201	121	30
		3
D. Phone No. (410) 230-3461	Records Center Manager	
E. Agency Official Kathryn Marr	To Be 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	A - G	1255-1 2368
2	H - M	2008 #1
3	N - Z	2008
		2008
		Jan. 2009
		7/2007
		DISPOSED 7/24/07 DW

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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 Services	Accession No.	Date Rec'd
	04W1988	5-19-04
B. Division/Unit Office of Human Resources	Location	No. of Cu. Ft.
	Range Section(s)	
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201	21	31
		16
D. Phone No. (410) 230-3461	Records Center Manager	
E. Agency Official Kathryn Marr	To Be 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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2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	1999 Inactive Contracts	
1	A - Bi	
2	B1 - Cal	
3	Cam - Cre	
4	Crf - E	
5	F - Gn	
6	Go - Ha	
7	Hb - Jn	
8	Jo - K	
9	L - Mb	
10	Mc - Moo	
11	Mop - Pa	
12	Pb - Rig	
13	Rih - Sl	
14	Sm - Th	
15	Ti - Wh	
16	Wi - Z	
		255-1 2368 2009 Item 2010 7/2007 DJSO SEP 7/23/07 DW

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 Services	Accession No.	Date Rec'd 5-19-04
	04W989	RM Code 32.02
B. Division/Unit Office of Human Resources	Location	No. of Cu. Ft.
	Range Section(s)	
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201	21	31-32
		5
D. Phone No. (410) 230-3461	Records Center Manager	
E. Agency Official Kathryn Marr	To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	1999 Inactive Personnel Files	1255-1 2368
1	A - Ca	2009 #1
2	Cb - F	2009
3	G - M	2009
4	N - S1	2009
5	Sm - Z	2009
		Jan 2010 7/2007 <i>Disposed</i> 7/23/07 <i>DW</i>

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 Services		Accession No. 04W1990	Date Rec'd 5-19-04
B. Division/Unit Office of Human Resources		Location Range Section(s)	RM Code 32-02
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201		21 32	5
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Kathryn Marr		To Be 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	1999 Eligible Lists Add. Couns. - Fiscal Assoc.	1253-I 2368 #2
2	Fiscal Clerk - Maint. Mech. Sr.	2009 7/2007
3	Off. Clerk - Off. Sec II	2009
4	Off. Sec. III - Teacher	2009
5	Typist Clerk - Youth Supv.	2009
		Jan 2010 DZSP050P 7/23/07 DW

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 Services		Accession No. <i>04W991</i>	Date Rec'd <i>5-19-04</i>
B. Division/Unit Office of Human Resources		Location Range Section(s) <i>21 32</i>	RM Code <i>32.02</i>
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201			No. of Cu. Ft. <i>9</i>
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Kathryn Marr		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	2000 Inactive Contract Files	1255-1 <i>2368</i>
1	A - Br	2010 <i>#1</i>
2	Bs - Dt	"
3	Du - G	"
4	H - J	" <i>7/2007</i>
5	K - Mc	"
6	Mf - Pe	"
7	Pf - Sh	"
8	Si - V	"
9	W - Z	"
		Jan 2010 <i>7/07</i> <i>DISPOSED</i> <i>7/23/07</i> <i>DW</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 Services	Accession No.	Date Rec'd
	04W992	5-19-04
B. Division/Unit Office of Human Resources	Location	No. of Cu. Ft.
	Range Section(s)	
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201	21	32
		5
D. Phone No. (410) 230-3461	Records Center Manager	
E. Agency Official Kathryn Marr	To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	2000 Eligible Lists	
1	Add. Couns. - Juv. Couns.	1255-1 2368
2	Juv. Couns. - Off. Clerk	2010 #2
3	Off. Clerk - Off. Sec.	2010 7/07
4	Off. Sec. - Off. Sec.	2010
5	Prog. Spec. - Youth Supv.	2010
		Jan 2004 7/2007 DZ SPOSEN 7/23/07 DW

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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 Services		Accession No. 04W1993	Date Rec'd 5-19-04
B. Division/Unit Office of Human Resources		Location Range Section(s)	RM Code 32.02
C. Mailing Address 120 W. Fayette Street Baltimore, Maryland 21201		21 32-33	6
D. Phone No. (410) 230-3461		Records Center Manager	
E. Agency Official Kathryn Marr		To Be Completed At State Records Management Center	

2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date
	2001 Eligible Lists	1255-1 2368
1	Add. Couns. - Food Serv. Mgr.	2011 #2
2	Juv. Couns. I - Juv. Couns. I	2011
3	Juv. Couns. I - Juv. Couns. III	2011
4	Juv. Couns. Sr. - Off. Sec. II	2011
5	Off. Sec. III - Teacher	2011
6	Youth Supv. I - Youth Supv. III	Jan. 2012 7/2007 DZSPO SEP 7/23/07 <i>JW</i>

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

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. 02W1104	Date Rec'd 5-23-02
B. Division/Unit Office of the Attorney General		Location Range 10 Section(s) 10	RM Code 08.08
C. Mailing Address 217 E. Redwood St., 11 th Floor, Baltimore, MD 21202			No. Of Cu. FT. 6
C. Phone No. 410-767-2304 - <i>Sharon Walden</i>		Records Center Manager <i>Gabriel Lopez</i>	
D. Agency Official - Sharon Walden For. DBED ROBIN WHITEFIELD		To Be 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	MC068—Markel Corporation (\$300,000 Loan) A, B, C & D *MC088—Rockland Industries, Inc. (\$2,070,000) B, C (1982-83), D, 3 rd Party Final Doc, Legal Sufficiency Memo. *MC102—Tenax (\$450,000 Loan) A, B & C *SD001—The Art Litho Company (\$1,230,000 Loan) B (2), C, Notes/Memos ML022—Chesapeake Bay Business Park (\$1.5 Mil Loan) A, B & C		Schedule # 1646 2285 Item No. 14; June, 2007 <i>July 2007</i> 2285
2	ML013—Calvert County Industrial Park (\$750,000 Shell Building Loan) B, C (#'s 1-5) & Release of Roads ML037—Dorchester County (\$300,000 Land Acquisition Loan) A, B & C ML100—St. Mary's Press-2 nd Bldg (1988) (\$500,000 Shell Bldg. Loan) A, B & C ML099—St. Mary's Press (1982) (\$150,000 Shell Bldg. Loan) B, C & Lease Agreements *ML109—Tlo Sancho (\$750,000 Shell Building Loan) A, B, C & Note Modification Agreement (1996)		Schedule # 1646 ; Item No. 14; June, 2007 2285
3	<u>MSBDFA:</u> 0004—American Technology Corporation, Incorporated (\$500,000 Contract Financing Loan—2 folders) 0018—C J Mitchell Construction Corporation (\$100K Contract Financing Loan/\$300K Bonding Line of Credit) 0064—Leslie Enterprises, Inc. (\$90,000 Contract Financing Loan)		Schedule # 1646 ; Item No. 14; June, 2007 2285
4	0080—Nation Uniform Manufacturing Company, Inc. (\$100K) 0094—ODESH Engineering Services, Incorporated (\$100K Contract Financing Loan) 0055—The Iris Group, Incorporated (\$100K Loan/Line of Credit)		Schedule # 1646 ; Item No. 14; June, 2007

DZS PAPER
7/18/07
DW

5 MIDFA:

Schedule # 1646;
Item No. 14; June, 2007

189—Acoustic Corporation (Sept. 1995)—Tax Exempt Bond; Loan Paid Out (BCK)

241—American Occupational Therapy Association (Sept. 1995)—Tax Exempt Bond; Insurance Terminated (BCK)

263—Alpha Foods, Inc. (Magafan) (Sept. 1995)—Tax Exempt Bond; Loan Paid Out (BCK)

6 208—Biotech Research Laboratories, Inc. (Sept. 1995)—Tax Exempt Bond; Insurance Terminated (BCK)

Schedule # 1646;
Item No. 14; June, 2007

227—Calulon Corporation (Gude-Piccard Partners) (Sept. 1995)—Tax Exempt Bond; Insurance Terminated (BCK)

281/290—H. Borenstein & Sons, Inc. (Sept. 1995)—Tax Exempt Bond; Insurance Terminated (BCK)

RECEIVED
2002 APR 24 AM 3 08
OFFICE OF
ADMINISTRATIVE SERVICES

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

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. 04W746		Date Rec'd 4-22-04	
B. Division/Unit Maryland State Arts Council		Location Range Section(s) 5 26-27		RM Code 08.09	
C. Mailing Address 175 W. Ostend St., Suite E Baltimore, MD 21230				No. Of Cu. FT. 10	
C. Phone No. 410-767-6551		Records Center Manager			
D. Agency Official - Sharon Walden For Susan Lear		To Be Completed At State Records Management Center			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date			
9	FY'00 GFO Grant Files (A-Bc)	1039 - Item ⁷ 1 - 2007			
10	FY'00 GFO Grant Files (Ba-Ch)	1039 - Item 1 - 2007			
11	FY'00 GFO Grant Files (Ch-D)	1039 - Item 1 - 2007			
12	FY'00 GFO Grant Files (E--H)	1039 - Item 1 - 2007			
13	FY'00 GFO Grant Files (Ho-Ma)	1039 - Item 1 - 2007			
14	FY'00 GFO Grant Files (Ma-Po)	1039 - Item 1 - 2007			
15	FY'00 GFO Grant Files (Pr-S)	1039 - Item 1 - 2007			
16	FY'00 GFO Grant Files (T-Z)	1039 - Item 1 - 2007			
18	FY'00 AIC Grants (A-K)	1039 - Item 1 - 2007			
19	FY'00 AIC Grants (L-Z)	1039 - Item 1 - 2007			

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

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. 0541194		Date Rec'd 5-5-05	
B. Division/Unit Office of Fair Practices and Procurement		Location Range Section(s) 51 8		RM Code 08-05	
C. Mailing Address 217 E. Redwood St., Suite 1501 Baltimore, MD 21202				No. Of Cu. FT. 8	
C. Phone No. 410-767-2202		Records Center Manager			
D. Agency Official - Tim La Valle For:		To Be Completed At State Records Management Center			
2. Box Numbers	3. Description of Records with Inclusive Dates			4. Disposal Authority Schedule, Item No. Disposal Date	
Boxes 1 - 8	<u>Non-Company files</u> DBED Economic Development Grants, Inter-Agency and Inter-Governmental Agreements for the period of 07/01/01 through June 30, 2002. (Community Development, Military, Technology, Workforce Development and Small Business Development Agreements)			851-2-06/30/2007 <i>July 2007</i> DISPOSED 7/18/07 DW	

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

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. 06W503	Date Rec'd 2-6-06
B. Division/Unit Support Services - Office of Contracts & Procurement		Location Range Section(s) 27 4	RM Code 08.05 No. Of Cu. FT. 4
C. Mailing Address 217 E. Redwood St., Suite 1501 Baltimore, MD 21202		Records Center Manager	
C. Phone No. 410-767-0554		To Be Completed At State Records Management Center	
D. Agency Official - Florence Kohm For:			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
1	Grants - FY 2002 A-F	2047-1	9/30/2006
2	Grants - FY 2002 G-MSAC	2047-1	9/30/2006
3	Grants - FY 2002 MSAC-S	2047-1	9/30/2006
4	Grants - FY 2002 S-Z	2047-1	9/30/2006
		7/2007 DZ SPOSEN 7/18/07 DW	

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

Directions: Please type or Print Clearly all entries

A. Agency Department of Business & Economic Development		Accession No. 06W504	Date Rec'd 2-6-06
B. Division/Unit Support Services - Office of Contracts & Procurement		Location Range Section(s) 27 4	RM Code 08.05 No. of Cu. FT. 4
C. Mailing Address 217 E. Redwood St., Suite 1501 Baltimore, MD 21202		Records Center Manager	
C. Phone No. 410-767-0554		To Be Completed At State Records Management Center	
D. Agency Official - Florence Kohm For:			
2. Box Numbers	3. Description of Records with Inclusive Dates	4. Disposal Authority Schedule, Item No. Disposal Date	
1	Expired Contracts A-C	2047-1	6/30/2007
2	Expired Contracts DK xxxx date 7-02	2047-1	6/30/2007
3	Expired Contracts L-R	2047-1	6/30/2007
4	Expired Contracts S-Z	2047-1	6/30/2007
		7/2007	
		DISPOSED 7/18/07 DW	

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

Directions: Please type or Print Clearly all entries

<p>A. Agency Department of Business & Economic Development</p> <p>B. Division/Unit Baltimore Region - DRD</p> <p>C. Mailing Address 217 E. Redwood St., Suite 1501 Baltimore, MD 21202</p> <p>C. Phone No. 410-767-2202</p> <p>D. Agency Official - Tim La Valle For: Warren Martin</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Accession No. 05W90</td> <td style="width: 50%;">Date Rec'd 8-23-04</td> </tr> <tr> <td>Location Range Section(s)</td> <td>RM Code 08.06</td> </tr> <tr> <td>3 25</td> <td>No. Of Cu. FT. 11</td> </tr> <tr> <td colspan="2">Records Center Manager</td> </tr> <tr> <td colspan="2" style="text-align: center;">To Be Completed At State Records Management Center</td> </tr> </table>	Accession No. 05W90	Date Rec'd 8-23-04	Location Range Section(s)	RM Code 08.06	3 25	No. Of Cu. FT. 11	Records Center Manager		To Be Completed At State Records Management Center	
Accession No. 05W90	Date Rec'd 8-23-04										
Location Range Section(s)	RM Code 08.06										
3 25	No. Of Cu. FT. 11										
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	PWQ FY 2001 - 151 Tire Systems, Inc. to Biederlack of America Corporation	2118 - 1 - 08/2007									
2	PWQ FY 2001 - BroadPoint Communications, Inc. to Custom Cable Solutions, Inc.	2118 - 1 - 08/2007									
3	PWQ FY 2001 - Cylex Incorporated to Fiber Plus, Inc.	2118 - 1 - 08/2007									
4	PWQ FY 2001 - Filtronic Comtek, Inc. to Hydrasearch Co., Inc.	2118 - 1 - 08/2007									
5	PWQ FY 2001 - iJet Travel Intelligence, Inc. to Learningstream, Inc.	2118 - 1 - 08/2007									
6	PWQ FY 2001 - Lehigh Portland Cement Company to Noospherics Technologies, Inc.	2118 - 1 - 08/2007									
7	PWQ FY 2001 - Norwood Marble & Granite to Roboz Surgical Instrument Co., Inc.	2118 - 1 - 08/2007									
8	PWQ FY 2001 - Rosborough Communications Inc. to Tim Plastics, Inc.	2118 - 1 - 08/2007									
9	PWQ FY 2001 - Tower Automotive Products Company to Xerxes Corporation	2118 - 1 - 08/2007									
10	SPP FY 2001 - Abbey Drum Company to Warwick Global Fulfillment, Inc.	2118 - 1 - 08/2007									
11	MEDCO Files	2118 - 1 - 08/2007									

*2258056
7/18/07
DW
August 2007*

RECORDS TRANSMITTAL & RECEIPT

09.05

ACCESSION No:

01W32

DATE RECORDS RECEIVED:

8-31-00

FROM: (NAME & DIVISION OF TRANSFERRING AGENCY):
OFFICE OF THE SECRETARY OF STATE

SIGNATURE:

ADDRESS OF AGENCY: Secretary of State
STATE HOUSE, ANNAPOLIS MD 21401

TITLE:

AGENCY OFFICIAL (SIGNATURE):

[Handwritten Signature] 8/31/00

TO: STATE RECORDS CENTER

Building & Room No:

Telephone No:

410-974-5521 ext 460

RECORDS LOCATION	BOX NUMBERS	DESCRIPTION	DISPOSAL AUTHORITY
2-11 CENTER S3	17		
	1	RENEWALS 4/99, NAME CHANGES 2/99- 4/99, NEW APPS. A-Z 2/99	
	2	RENEWALS 5/99, NEW APPS. A-Z 3/99	
	3	NAME CHANGES 11/98-1/99, NEW APPS. A-Z 11/98	July 2005 Sche # 1891
	4	NEW APPS. A-Z 5/99, RENEWALS 7/99	Item # 19
	5	NEW APPS. A-Z 6/99, NAME CHANGES 7/99, RENEWALS 8/99	
	6	RENEWALS 12-98, NEW APPS. A-Z 12/98	July 2007
	7	NEW APPS. A-Z 5/99, RENEWALS 2/99	
	8	NEW APPS. A-Z 5/99, RENEWALS 6/99, NAME CHANGES 1/99-6-99	
	9	RENEWALS 1/00-2/00, NAME CHANGES 12/99-2/00	
	10	NEW APPS. A-Z 11/99, NEW APPS A-Z 12/99	
	11	NEW APPS A-Z 9/99, RENEWALS 11/99	
	12	NEW APPS A-Z 3/00, NEW APPS. A-Z 4/00, RENEWALS 7/00	
	13	RENEWALS 5/00, RENEWALS 6/00, NEW APPS A-Z 2/00	
	14	RENEWALS 10/99, NAME CHANGES 7/99-9/99	
	15	RENEWALS 12/99, NEW APPS A-Z 10/99, NAME CHANGES 10/99-12/99	
	16	NEW APPS A-Z 7/99, NEW APPS A-Z 8/99	
	17	RENEWALS 3/00, RENEWALS 4/00, NEW APPS A-Z 1/00	

07/28/05
7/18/07
DW

09.05

RECORDS TRANSMITTAL & RECEIPT

ACCESSION NO:

DATE RECORDS RECEIVED:

01W858

4-27-01

5

FROM: (NAME & DIVISION OF TRANSFERRING AGENCY):
OFFICE OF THE SECRETARY OF STATE

SIGNATURE:

ADDRESS OF AGENCY:
STATE HOUSE, ANNAPOLIS MD 21401 Notary Div.

TITLE:

AGENCY OFFICIAL (SIGNATURE):

TO: STATE RECORDS CENTER

4109745520



Building & Room No:

Telephone No:

RECORDS LOCATION CENTER	BOX NUMBERS	DESCRIPTION	DISPOSAL AUTHORITY
R-20 S-11	(5)	Notary	
	1	New Apps A-2 11/2000 Name Change Forms 10-12/00 Renewal Jan 2001	Sche # 1891
	2	New Apps A-2 8/2000 New Apps A-2 7/2000 Ren Apps 9/2000	Item # 19 July 2007
	3	New Apps A-2 Sept 2000 Renewal Apps 10+11/2000	
	4	New Apps A-2 10/2000 Ren. Apps 12/2000 Ren Apps 2/01	
	5	New Apps A-2 6/2000 New Apps A-2 5/2000 Renewal App 8/2000	

DISPOSED
7/18/07
DW

RECORDS TRANSMITTAL & RECEIPT

ACCESSION No:

BW 722

DATE RECORDS RECEIVED:

3-21-07
09.05

FROM: (NAME & DIVISION OF TRANSFERRING AGENCY):
OFFICE OF THE SECRETARY OF STATE

SIGNATURE:

ADDRESS OF AGENCY:
STATE HOUSE, ANNAPOLIS MD 21401

TITLE:

21

AGENCY OFFICIAL (SIGNATURE):

[Signature]
3/19/07

TO: STATE RECORDS CENTER

Building & Room
No:

Telephone No:

410-974-5521

RECORDS LOCATION CENTER	BOX NUMBERS	DESCRIPTION	DISPOSAL AUTHORITY
R-151 S-28-29	21 Boxes	<p>NOTARY DIVISION FILES</p> <ul style="list-style-type: none"> • RENEWAL FEES • APPLICATIONS • NAME/ADDRESS CHANGE FEES <p>TOTAL of 21 Boxes</p>	<p>Schedule #1891 FROM 5/19 7/2007 July 2007</p>
		<p>TOTAL BOXES 1-21</p>	<p>DEPOSED 7/18/07 DW</p>

RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER
P.O. BOX 276, JESSUP, MD. 20794 (TELEPHONE - 706-1370)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. INJURED WORKERS INSURANCE FUND	ACCESSION NO. 97W1072	DATE REC'D 5-5-97
B. DIVISION/UNIT DISTRIBUTION CENTER	RM CODE 18.01	
C. MAILING ADDRESS INJURED WORKERS INSURANCE FUND 8722 LOCH RAVEN BLVD. TOWSON, MARYLAND 21286	LOCATION RANGE SECTION(S) 136 21-27	NO. OF CU. FT. 32
D. PHONE NO. (410) 494-2109	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL EDWARD LEWANDOWSKI DIRECTOR OF DISTRIBUTION CENTER	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
1 thru 79	CLAIM CHECKS - JANUARY 1, 1994 - DECEMBER 31, 1994	5 years #1249-A1 #4 7/08 07 DW Disposed 7/17/07 DW

INJURED WORKERS INSURANCE FUND
CLAIM CHECKS FOR JANUARY 1994 thru DECEMBER 1994

BOX NUMBER

1 of 79 502801 thru 777100
2 of 79 777101 thru 781100
3 of 79 781101 thru 784900
4 of 79 784901 thru 789000
5 of 79 789001 thru 793100
6 of 79 793101 thru 796900
7 of 79 796901 thru 800600
8 of 79 800601 thru 804600
9 of 79 804601 thru 808300
10 of 79 808301 thru 812200
11 of 79 812201 thru 816100
12 of 79 816101 thru 819900
13 of 79 819901 thru 823800
14 of 79 823801 thru 827600
15 of 79 827601 thru 831400
16 of 79 831401 thru 835300
17 of 79 835301 thru 839600
18 of 79 839601 thru 843800
19 of 79 843801 thru 847500
20 of 79 847501 thru 851300
21 of 79 851301 thru 855000
22 of 79 855001 thru 858700
23 of 79 858701 thru 862400
24 of 79 862401 thru 865900
25 of 79 865901 thru 869600
26 of 79 869601 thru 873300
27 of 79 873301 thru 877300
28 of 79 877301 thru 881200
29 of 79 881201 thru 885000
30 of 79 885001 thru 888900
31 of 79 888901 thru 892800
32 of 79 892801 thru 896600
33 of 79 896601 thru 900200
34 of 79 900201 thru 903900
35 of 79 903901 thru 907800
36 of 79 907801 thru 911600
37 of 79 911601 thru 915200
38 of 79 915201 thru 918800
39 of 79 918801 thru 922500
40 of 79 922501 thru 926200
41 of 79 926201 thru 929800
42 of 79 929801 thru 933600

BOX NUMBER

43 of 79 933601 thru 937200
44 of 79 937201 thru 941000
45 of 79 941001 thru 944500
46 of 79 944501 thru 948000
47 of 79 948001 thru 951500
48 of 79 951501 thru 955100
49 of 79 955101 thru 958700
50 of 79 958701 thru 962400
51 of 79 962401 thru 966200
52 of 79 966201 thru 970000
53 of 79 970001 thru 973800
54 of 79 973801 thru 977500
55 of 79 977801 thru 981300
56 of 79 981301 thru 985200
57 of 79 985201 thru 988900
58 of 79 988901 thru 994800
59 of 79 994801 thru 998900
60 of 79 998901 thru 1003100
61 of 79 1003101 thru 1006900
62 of 79 1006901 thru 1010700
63 of 79 1010701 thru 1014600
64 of 79 1014601 thru 1018500
65 of 79 1018501 thru 1022600
66 of 79 1022601 thru 1026400
67 of 79 1026401 thru 1030200
68 of 79 1030201 thru 1034000
69 of 79 1034001 thru 1037700
70 of 79 1037701 thru 1041400
71 of 79 1011401 thru 1045200
72 of 79 1045201 thru 1049000
73 of 79 1049001 thru 1052800
74 of 79 1052801 thru 1056700
75 of 79 1056701 thru 1060500
76 of 79 1060501 thru 1064200
77 of 79 1064201 thru 1068000
78 of 79 Miscellaneous Checks
(see attached pages)
79 of 79 Miscellaneous Checks
(see attached pages)

BOX 79 of 79
MISCELLANEOUS CHECKS
PAGE 13

1993

452457	453175	453958	457243	459396	465573	471702
472033	473633	475217	475449	477014	478102	486622
487959	487987	490338	493110	500603	504858	506177
506823	506968	507032	517064	526137	526888	526940
529041	529949	536428	536429	533099	542530	542571
543287	548230	556472	556646	561315	561316	561317
562916	564901	565694	566139	567959	567960	571957
572908	578104	578215	578480	578626	581223	581249
584574	584617	585412	585597	588421	589527	590666
591347	594714	596985	596105	597027	597220	597933
600056	600904	601771	603745	604921	605626	605361
605814	607736	607810	609540	608937	609009	609581
610459	611380	612698	613107	613227	613566	615453
615741	616802	615950	617616	618266	618619	618779
618800	618847	618996	618997	619510	621917	622126
622378	622997	623091	623167	627119	632564	642198
643044	643091	644202	655380	662443	662444	663293
665722	670082	671648	681934	674589	675554	682005
683885	686754	686891	692540	693412	695523	696371
705973	710177	712848	716738	717555	717556	721082
723013	723226	723926	724144	732331	732332	732619
736135	737749	740450	740726	741923	748836	749000
751267	751324	751326	751581	751669	751882	752618
754444	755082	757790	757791	758841	758880	760333
760920	762442	763774	764687	765326	769489	772595

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. 2501		ACCESSION NO. 76B70	DATE REC'D 10-18-86
b) AGENCY MD STATE RETIREMENT		LOCATION - RANGE 109 SECTION(S) 6-7	NO. OF CU. FT. 48
c) DIVISION/UNIT			
d) MAILING ADDRESS		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL		PHONE NO.	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	TEACHERS ANNUITY CARDS - BALTIMORE CITY PRIOR TO 7/1/74	1824 SCH. #945A ITEM #5 313 JULY 2007 DISPOSED 7/24/07 DW

AND RECEIPT

Accession No.

Date Received

76870

April 29, 1976

Signature

Title

Record Management Technician

1. From: (Name, Division, Address or Agency)
Teacher's Retirement System
301 West Preston St.
Baltimore, Maryland 21201

4. To: State Records Center

Baltimore

2. Building and Room

3. Phone

5. Signature: (Agency Official)

6. No. of Cu.Ft.

Edgar Pfaff

51 cu. ft.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Range 7
Section 3-4
Shelf 7-12

1-48

Teachers retirement 1971 - 1974 Annuity Cards

~~49-51~~

~~125,459 - 139,705 Teacher's Deceased~~

~~620-20-10-105~~
~~2032~~
~~690-10-10-9~~
Jan 1981

Boxes - 48

1824 # 3B
945 # 5
~~2029~~ 7/07

R9
Shelf

Partial
49-51

945 # 6
~~2029~~
7/85
"Partial" Bxs 49-51
Proposed 1/86

(Use Plain Unlined Paper For Continuation Pages)

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

APRIL 21, 98

RECORDS TRANSMITTAL AND RECEIPT

EIGHT OF NINE

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland State Retirement Agency		ACCESSION NO. 98W822	DATE REC'D 5-1-98
B. DIVISION/UNIT # 6. INVESTMENTS			RM CODE 25.01
C. MAILING ADDRESS 301 W. Preston Street, RM.704 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S) 26 10	NO. OF CU. FT. 18
D. PHONE NO. (410) 767-4070		RECORDS CENTER MANAGER	
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
55	INVESTMENTS - JAN. 97 TO JUNE 97 COMM. PAPER	Sch. #1824, 6/2007
56	" , 7/96-6/97, CASH SHEETS	" #6, 6/2007
57	" , 7/96-6/97, M417, CS DAILY-TRADE TICKETS, CASH TRANS.	July 2007, 6/2007
58	" , 7/96-6/97, M411 - M413 CS DAILY-TRADE TICKETS CASH TRANS.	6/2007
59	" , 7/96-6/97, M414 M415 CS DAILY-TRADE TICKETS, CASH TRANS.	6/2007
60	" , 7/96-6/97, M410 CS DAILY TRADE TICKETS CASH TRANS.	6/2007
61	" , 7/96-6/97, M436 CS DAILY TRADE TICKETS CASH TRANS.	6/2007
62	" , 1/97-6/97, M433 CS DAILY TRADE TICKETS CASH TRANS.	6/2007
63	" , 7/96-6/97, M428 - M429 CS DAILY TRADE TICKETS, CASH TRANS. M430 7/96-12/96	6/2007
64	" , 7/96-6/97, M404 - M407 CS DAILY TRADE TICKETS CASH TRANS.	6/2007
65	" , 7/96-6/97, M416 CS DAILY TRADE TICKETS, CASH TRANS.	6/2007
66	" , M431 2/97-6/97 M433, 7/96-6/97 CS DAILY TRADE TICKETS CASH TRANS. M434 7/96-6/97	6/2007
67	" , 7/96-6/97 M420 - M421 CS DAILY-TRADE TICKETS, CASH TRANS.	6/2007
68	" , 1/97-6/97 M409 CS DAILY-TRADE TICKETS CASH TRANS.	6/2007

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

APRIL 21, 98

RECORDS TRANSMITTAL AND RECEIPT

NINE OF NINE

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland State Retirement Agency		ACCESSION NO.	DATE REC'D
B. DIVISION/UNIT #6. INVESTMENTS			RM CODE
C. MAILING ADDRESS 301 W. Preston Street, RM. 704 Baltimore, Maryland 21202		LOCATION RANGE SECTION(S)	NO. OF CU. FT.
D. PHONE NO. (410) 767-4070		RECORDS CENTER MANAGER	
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	
69	INVESTMENTS - 3/97-6/97 M418 2 OF 2 CS DAILY TRADE TICKETS, CASH TRANS. M419 7/96-6/97	SCH #1824, #6, 6/2007	
70	" , 1/97-6/97 M430 M431-7/96-1/97 CASH TRANS. CS DAILY TRADE TICKETS	#6, 6/2007	
71	" , 7/96-6/97 M402-M409 CS DAILY - TRADE TICKETS, CASH TRANS.	, 6/2007	
72	" , 7/96-6/97 M418 1 OF 2 CS DAILY - TRADE TICKETS, CASH TRANSACTIONS	, 6/2007	
	(END OF YEAR 2007)	FEDERAL GOVERNMENT DEPARTMENT OF GENERAL SERVICES STATE RECORDS MANAGEMENT CENTER SCHEDULE ITEM NO. DISPOSAL DATE #1824, #6, 6/2007	

RECORDS TRANSMITTAL AND RECEIPT

DIRECTIONS- PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

P. 181

A. AGENCY 1. Maryland State Retirement Agency		ACCESSION NO. 00W761	DATE REC'D 12-20-99
B. DIVISION/UNIT		LOCATION RANGE SECTION(S) 41 14	RM CODE 25.01
C. MAILING ADDRESS STATE RETIREMENT AGENCY 120 EAST BALTIMORE STREET BALTIMORE, MARYLAND 21202-1600		NO. OF CO. FT. 4	
D. PHONE NO. 410 625 5555 1 800 492 5909		RECORDS CENTER MANAGER	
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. 7/92-6/97 FUND CLOSINGS	Sch # 1824 7/2007
2	" " 6/91-6/97 BOARD FINANCIALS	Item # 1 2007
3	" " FY90-FY97 MUTUAL FUNDS RECONCILIATIONS	2007
4	" " 7/97-10/97 COMM. PAPER	2007

DISPOSED
7/23/07
DW