

DISPOSALS.

TRANSMITTALS

GASOLINE

TAX

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE IBM TRASH CARDS

4. DATES CURRENT

DATE: April 14, 1966

LOT NO.: 367

RANGE: 20

SECTION(S): 1 - 18

RECEIVED BY:

REMARKS:
all out

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
NONRECORD		4/6/67	4/6/67
		4/13/67	4/12/67

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

- 1. 36 IBM TRAYS
- 2. 50 " "
- 3. 158 " "
- 4. Unread Refund Forms (mutilated)
- 5. Maserated Unread Refund Checks
- 6. IBM Punch Card # E 28002 - E 45000
- 7. IBM " "
- 8. " " "
- 9. " " "
- 10. " " "
- 11. " " "
- 12. " " "
- 13. " " "
- 14. " " "
- 15. " " "
- 16. " " "
- 17. " " "
- 18. " " "
- 19. " " "
- 20. " " "
- 21. " " "
- 22. " " "

- 2 cu ft
- 30 " "
- 6 cu ft
- 24 cu ft
- 56 cu ft
- 20 " "
- 30 " "
- 15 " "
- 44 " "
- 9 cu ft
- 7 cu ft
- 15 cu ft
- 35 " "

273 cu ft and 4/5/67

68 cu ft out 4/6/67

205 cu ft

Record Center representative:

Signature of Agency representative:

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Auditors Reports Boxes 1 -36	8	4-5	For Year Ending 6/30/67	36 cu. ft.	12-5-73	Waste Paper

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

Paul C. Lamberson
Signature

Supply Officer I
Title

1/7/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: 9/1/65
 LOT NO.: 367
 RANGE: 20
 SECTION(S): 9 - ¹⁶~~28~~
 RECEIVED BY:
 REMARKS:

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE TRASH IBM CARTONS
 4. DATES _____

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 9/13/65
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

DATE RECEIVED	AMOUNT
1 SEPT. 3, 1965	35 IBM
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: 9/14/61
 Lot No.: 95
 Range: 819
 Section(s) 11-14/5
 Received by: J. S. [Signature]
 Remarks:
 Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX DIVISION
- 3. Record Title: REFUND FILES - GAS TAX REFUND CLAIMS
(W SERIES)
- 4. Inclusive Dates: FY 1958

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: June 1961, (if audited)	8. Actual Disposal Date: 11/13/63
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- 9. Numerical listing by box number, showing major file breaks, inclusive dates (each box). Numerical listing (continued)

90 record boxes, arranged numerically by batch number (W 1 - 55450)

90 cu ft. ✓

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

 [Signature]

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: 9/14/61
 Lot No.: 96
 Range: 8
 Section(s) 14-17 | 9
 Received by: J. S. Samuels
 Remarks:
 Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX DIVISION
- 3. Record Title: REFUND FILES - GAS TAX REFUND CLAIMS
(X SERIES)
- 4. Inclusive Dates: E-1 1959-(1958-1959)

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: June 1962 (if audited)	8. Actual Disposal Date: 11/13/63
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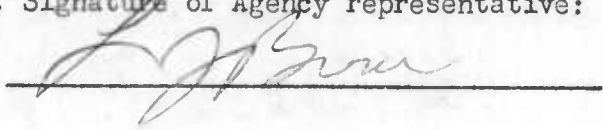
9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

92 record boxes, arranged numerically by batch number (X 1 - X 53700)

92 units

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:


X

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: March 19, 1962

Lot No.: 103
Range: 7
Section(s) 12 - 16

Received by:

Remarks:
destroyed 6/63

- 1. Agency: COMPROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX DIVISION
- 3. Record Title: Refund Files Y SERIES
- 4. Inclusive Dates: July 1959 - June 1960

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: June 1963, if audited	8. Actual Disposal Date:
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

Boxes numbered 1-86
86 cu. ft.
(Y 1 - Y 49450)

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: Mar. 19, 1962
 Lot No.: ~~103~~ 104
 Range: 7
 Section(s) 12-16
 Received by: G.W.S.
 Remarks:
And ITED

1. Agency: Comptroller of the Treasury
 2. Division: Gasoline Tax Division
 3. Record Title: Refund Files "X" SERIES
 4. Inclusive Dates: July 1959 - June 1960

5. Schedule No. <u>8</u>	6. Item No. <u>12</u>	7. Scheduled Disposal Date: <u>June, 1963 (if audited)</u>	8. Actual Disposal Date: <u>6/25/63</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

Boxes numbered 1-86
 86 cubic feet
 (y-1--y-49,450)

86 cu ft

10. Quantity and type of filing equipment released:
 a. File drawers, letter-size _____ c. Transfiles _____
 b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

J. K. Colman

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: 3 - 12 - 63
 Lot No.: 129
 Range: 9
 Section(s) 1 - 3
 Received by:
 Remarks:
Disposal
6/25/64

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX DIVISION
- 3. Record Title: REFUNDS FILES - Z series
- 4. Inclusive Dates: FY 1961

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: 1964 if audited	8. Actual Disposal Date:
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

Boxes numbered 1 - 68
 68 cu. ft.

(Z1 - Z39,801)

68 cu ft

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

[Handwritten Signature]

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: 4-19-63
 Lot No.: 130
 Range: 13
 Section(s) 1 - 3
 Received by:
 Remarks:

1. Agency: COMPTROLLER OF THE TREASURY
 2. Division: GASOLINE TAX
 3. Record Title: CASH DISBURSEMENT SHEETS
 4. Inclusive Dates: 1956 - 1960 (Jan.)

5. Schedule No. 8	6. Item No. 15	7. Scheduled Disposal Date: 4 years - audit	8. Actual Disposal Date: 12/16/64
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

50 oversize binders arranged by year and month; January, only month received for 1960

10. Quantity and type of filing equipment released:
 a. File drawers, letter-size _____ c. Transfiles _____
 b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

Leonard J. Brown

R.C.

FLASH TO RANGE 20

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 4 - 22 - 63

5/1/63

Lot No.: 131

Range: ~~15~~ 20

Section(s) ~~15~~

Received by:

Remarks:

In Kinnon (State Dept. of Health) on 12/13/67 said there were no

- COMPTROLLER OF THE TREASURY * GASOLINE TAX
- Agency: STATE DEPARTMENT OF HEALTH
 - Division: MEDICAL SERVICES & HOSPITALS
 - Record Title: MASTER CARD INDEX OF PATIENTS & PAYMENTS
 - Inclusive Dates: _____

5. Schedule No.	6. Item No.	7. Scheduled Disposal Date: non-scheduled (How)	8. Actual Disposal Date:
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued) *longer needed + could go. 9 WS*
7/13/6

233 IBM card boxes arranged by County.

(This file is being used by the IBM section of Gasoline Tax for special studies for the State Department of Health and will be returned to Baltimore when studies have been completed.)

10. Quantity and type of filing equipment released:
- | | |
|------------------------------------|--------------------------|
| a. File drawers, letter-size _____ | c. Transfiles _____ |
| b. File drawers, legal-size _____ | d. Other (specify) _____ |

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963

Lot No.: 136

Range: } NOT
Section(s) } SHELVED

Received by:

Remarks:

Sold AS WASTE PAPER

Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: GENERAL CORRESPONDENCE
- 4. Inclusive Dates: FY 1957 - 58 - 59

5. Schedule No. 8	6. Item No. 1	7. Scheduled Disposal Date: 3 yrs -audit-destroy	8. Actual Disposal Date: June 13, 1963
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- 9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).
- Numerical listing (continued)

15 cu. ft.

15 cu. ft.

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

L J Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963

Lot No.: 137

Range: } NOT
Section(s) } SHELVED

Received by:

Remarks:

SOLD AS WASTE PAPER

Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: REQUEST FILES
- 4. Inclusive Dates: FY 1957 - 58 - 59

5. Schedule No. 8	6. Item No. 3	7. Scheduled Disposal Date: 3 yrs.-audit-destroy	8. Actual Disposal Date: June 13, 1963
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

7 cu. ft.

7 cu ft.

10. Quantity and type of filing equipment released:
- a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

L. J. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963

Lot No.: 138

Range: }
Section(s) } *NOT
SHELVED*

Received by:

Remarks:
SEND AS WASTE PAPER

Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: RECEIPTS
- 4. Inclusive Dates: FY 1957 - 58 - 59

5. Schedule No. <u>8</u>	6. Item No. <u>16</u>	7. Scheduled Disposal Date: <u>3 yrs. - audit - destroy</u>	8. Actual Disposal Date: <u>June 13, 1963</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

13 1/2 cu. ft.

13 1/2 cu ft

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:
L. J. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963

Lot No.: 139

Range: }
Section(s) } NOT
SHELVED

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: TRANSMITTALS
- 4. Inclusive Dates: FY 1955 - 56 - 57 - 58

Received by:

Remarks:

sold as waste
paper

Audited

5. Schedule No. <u>188</u>	6. Item No. <u>3</u>	7. Scheduled Disposal Date: <u>3 yrs. - audit - destroy</u>	8. Actual Disposal Date: <u>June 13, 1963</u>
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- 9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).
- Numerical listing (continued)

3 cu. ft.

3 cu ft.

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

L. J. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963

Lot No.: 140
Range: } not shelved
Section(s) }

Received by:

Remarks:

sold as waste paper

Audited

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: RECEIVING WARRANTS
- 4. Inclusive Dates: FY 1955 - 1956

5. Schedule No. 188	6. Item No. 2	7. Scheduled Disposal Date: 3 yrs. - audit - destroy	8. Actual Disposal Date: June 13, 1963
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- 9. Numerical listing by box number, showing major file breaks, inclusive dates (each box). Numerical listing (continued)

1 cu. ft.

1 cu. ft.

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

R. J. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: June 17, 1963
Lot No.: 141
Range: }
Section(s) } not shelved
Received by:
Remarks:
sold as waste paper
Audited

1. Agency: COMPTROLLER OF THE TREASURY
2. Division: GASOLINE TAX
3. Record Title: RADIO PERMITS
4. Inclusive Dates: FY 1958 - 1959

5. Schedule No. not scheduled	6. Item No. --	7. Scheduled Disposal Date: 3 yrs.-audit - destroy	8. Actual Disposal Date: June 13, 1965
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

4 cu. ft.

10. Quantity and type of filing equipment released:
a. File drawers, letter-size _____ c. Transfiles _____
b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

L. J. Brown

X

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 5/15/63

Lot No.: 142

Range: 9

Section(s) 11 - 15

Received by: GWS

Remarks:

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: IBM CARDS
- 4. Inclusive Dates: _____

5. Schedule No. <u>NON RECORD</u>	6. Item No.	7. Scheduled Disposal Date: Non-record	8. Actual Disposal Date: <u>6/25/63</u>
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- 9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).
- Numerical listing (continued)

480 IBM Boxes Misc. test cards

240 cu ft.
 15
 7
 86
 13.5
 244

 605.5

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

Arthur B. Jr

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date 6/26/63

Lot No.: 144

Range: 14

Section(s) 9 } *see below*

Received by: gws

Remarks:

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GASOLINE TAX DIVISION

3. Record Title: MISC. IBM CARDS

4. Inclusive Dates: 1963

5. Schedule No. <u>non-scheduled</u>	6. Item No. <u>--</u>	7. Scheduled Disposal Date: <u>NON-RECORD</u>	8. Actual Disposal Date: <u>4/13/63</u> <u>11/18/63</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

Misc. IBM cards (14 cu. ft.)
 " " " (57 cu. ft.)
 " " " (19 cu. ft.)
 " " " 133 IBM Boxes
 43 IBM Boxes 10/22/63
 56 IBM Boxes 10/23/63

~~14/89~~
 13/8,9,10,11
 13/7,8
 13/7,8 - 10/21/63
 13
 13
 57 cu ft
 19 cu ft.
 45 cu ft.
 15 cu ft.
 19 cu ft.
155 cu ft

10. Quantity and type of filing equipment released:

a. File drawers, letter-size _____ c. Transfiles _____
 b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

Arthur B. [Signature]

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 7/17/63

Lot No.: 154

Range: 11

Section(s) 10

Received by: GWS

Remarks:

Audited

(2nd R. Review)

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GASOLINE TAX

3. Record Title: RECEIPTS AND METAL TAG REPORTS (SAME AS RECEIPTS)

4. Inclusive Dates: FY 1961

5. Schedule No. No. Scheduled	6. Item No. <u>16</u>	7. Scheduled Disposal Date: <u>4 YRS - AUDIT</u>	8. Actual Disposal Date: <u>12/13/67</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

16

~~19~~ RC Boxes

*16 cart -
(320 lbs)*

10. Quantity and type of filing equipment released:

a. File drawers, letter-size _____ c. Transfiles _____
b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

L. J. Snover

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 7/17/63

Lot No.: 156

Range: 11

Section(s) 10

Received by: GWS

Remarks:

1. Agency: COMPTROLLER OF THE TREASURY
2. Division: GASOLINE TAX
3. Record Title: REFUND AUDITS
4. Inclusive Dates: 1955-1958

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: 3 yrs. - audit	8. Actual Disposal Date: 12/16/64
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

4 RC Boxes

10. Quantity and type of filing equipment released:
- a. File drawers, letter-size _____ c. Transfiles _____
- b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

L. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 7/17/63
Lot No.: 157
Range: 11
Section(s) 10
Received by: GWS
Remarks:

- 1. Agency: COMPTROLLER OF THE TREASURY
- 2. Division: GASOLINE TAX
- 3. Record Title: DISALLOWED CLAIMS *(Refunds ARE SAME)*
- 4. Inclusive Dates: TO MAY 1957

5. Schedule No. <u>8</u>	6. Item No. <u>12</u>	7. Scheduled Disposal Date: <u>3 YRS - AUDIT</u>	8. Actual Disposal Date: <u>12/16/64</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

1 RC Box

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:

L. J. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 7/17/63

Lot No.: 158

Range: 11

Section(s) 10

Received by: GWS

Remarks:

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GASOLINE TAX

3. Record Title: DIESEL AUDITS - USER-SELLER

4. Inclusive Dates: 1957 - 1958

5. Schedule No. 8	6. Item No. 5	7. Scheduled Disposal Date: 5 yrs. - audit	8. Actual Disposal Date: 12/16/64
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

9 RC Boxes

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:

L. Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 7/17/63

Lot No.: 159

Range: 11

Section(s) 12-13

Received by: GWS

Remarks:

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GASOLINE TAX

3. Record Title: DEALER AUDITS

4. Inclusive Dates: 1956 - 1958

5. Schedule No. 8	6. Item No. 4	7. Scheduled Disposal Date: 5 yrs. - audit	8. Actual Disposal Date:
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

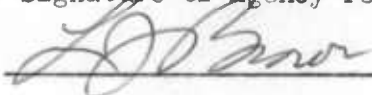
Numerical listing (continued)

27 RC Boxes

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:



Joe Warner or Brown

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by Record Center:
Date: 6/23/64
Lot No.: 200
Range: 14
Section(s): 67-8
Received by: GWS
Remarks: Audit completed as of 9/1/65 per L. Brown 9/1/65

1. Agency: Comptroller of Treasury
2. Division: Gas try
3. Record Title: IBM CARDS (Audit)
4. Inclusive Dates: 1961-1962

5. Schedule No. 6. Item No. 7. Scheduled Disposal Date: 8. Actual Disposal Date:
~~200000~~ Nonused Sept 1, 1965 4/14/66

9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

244 IBM Boxes 2/4/64
(Boxes 14 - see 6, 7, 8. to be kept until After Audit
(Per Mr. Brown - Gas try)
(AUDIT CARDS)

Numerical listing (continued)

51 cubic feet

Sept 6, top shelf
Sept 7-8, all

10. Quantity and type of filing equipment released:
a. File drawers, letter-size _____ c. Transfiles _____
b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 11/18/63

Lot No.: 200

Range: 13

Section(s) 8

Received by: GWS

Remarks:

Disposal
6/25/64

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GAS TAX

3. Record Title: IBM Cards

4. Inclusive Dates: _____

5. Schedule No. non-scheduled	6. Item No.	7. Scheduled Disposal Date:	8. Actual Disposal Date: <i>6/25/64</i>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)
65 IBM Boxes 4/27/64 Range 11 - Section 14

284 IBM Boxes 11/14/63 + 200 IBM Boxes
(72 cu.ft.)

58 IBM Boxes

54 IBM Boxes

109 IBM Boxes 1/31/64

18 IBM Boxes 2/3/64 (5 cu.ft.)

37 IBM Boxes 2/4/64 (6 cu.ft.)

76 IBM Boxes 2/17/64 (12 cu. ft.)

~~244 IBM Boxes 2/24/64 (Range 14 - Section 9-8)~~

44 IBM Boxes 2/24/64

151 IBM Boxes 3/30/64

57 IBM BOXES 4/20/64

31 IBM Boxes 5/4/64

35 IBM Boxes 5/11/64

25 IBM Boxes 5/19/64

19 IBM Boxes 5/25/64

36 IBM BOXES (6/1/64 - TO BE HELD FOR TWO WEEKS FROM DATE DELIVERED)

~~36 IBM Boxes 6/8/64 Range 11~~ *new about May and 6/23/64*

18 IBM BOXES 6/15/64

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:

James R. Curran

3-244 (OVER)

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 6/26/64

Lot No.: 200

Range: 13

Section(s)

Received by: gws

Remarks:

1. Agency: COMPTROLLER OF THE TREASURY

2. Division: GASOLINE TAX

3. Record Title: IBM Cards

4. Inclusive Dates: Current

5. Schedule No. <u>NON-SCHEDULED</u>	6. Item No.	7. Scheduled Disposal Date:	8. Actual Disposal Date: <u>12-16-64</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

IBM trash cards 6/24/64 (21 cu. ft.)

60 IBM boxes 7/6/64
 60 " " 7/13/64
 12 IBM Boxes 7/20/64
 35 " " 7/29/64
 29 IBM BOXES 8/10/64
 12 " " 8/17/64
 7 " " 8/24/64
 17 " " 8/31/64
 43 " " 9/14/64
 25 " " 10/6/64
 6 " " 10/6/64
 36 " " 10/13/64

Numerical listing (continued)

31 IBM Boxes 10/9/64
 27 IBM Boxes 10/22/64
 77 " " 11/9/64
 18 " " 11/16/64
 43 " " 11/23/64
 6532 " " 12-9-64
 603 - IBM-BOXES @ $\frac{1}{3}$ cu ft.
 = 201 cu. ft. ✓

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 1/5/65
Lot No.: 200
Range: 13, ~~13~~
Section(s) ~~3-9107~~ 13
Received by:
Remarks:

1. Agency: Comptroller of the Treasury
2. Division: Excise Tax
3. Record Title: TRASH, IBM CARDS
4. Inclusive Dates: _____

5. Schedule No. <u>Non Record</u>	6. Item No.	7. Scheduled Disposal Date:	8. Actual Disposal Date: <u>8/5/65</u>
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)
8/2/65
39 IBM Boxes 8/2/65

- 51 IBM Boxes 1/5/65
- 39 " " 1/18/65
- 47 " " 1/27/65
- 178 " " 3/5/65
- 34 " " 3/22/65
- 55 " " 4/13/65
- 21 " " 4/26/65
- 20 " " 5/18/65
- 24 " " 5/27/65
- 8 " " 6/7/65
- 17 " " "
- 27 " " 7/19/65

224 cu ft

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative: _____

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by Record Center:

Date: 12/9/64

Lot No.: 261

Range: ~~9~~ 12/14

Section(s) ~~6~~ 8/4-18/5-6

Received by: RHS

Remarks:

1. Agency: COMPTROLLER of the TREASURY

2. Division: GAS TAX

3. Record Title: IBM CARDS FOR MEDICARE

4. Inclusive Dates: 1963-1965

(2 in R. Books)

5. Schedule No. NONE	6. Item No. NONE	7. Scheduled Disposal Date: DEC. 1965 1 yr. AFTER DEPOSIT	8. Actual Disposal Date: 8-16-69
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

1963
1
1964

6 cu ft
1964 " " - 12/9/64
" " " " - 3/5/65

30 cu ft.

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:

John K. Calver
287

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE UNUSED GAS REFUND CHECKS * MUTILATED
 4. DATES TRASH CARDS

DATE: 8/28/65
 LOT NO.: 200
 RANGE: 13
 SECTION(S): 3, 4 & 5
 RECEIVED BY: RWC
 REMARKS: TRASH PAPER

5. SCHEDULE NO. <u>NON-RECORD</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <u>8/24/65</u>	8. ACTUAL DISPOSAL DATE: <u>9-2-65</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

82 Mfgr. Cartons
 3 Record Center boxes

10. NUMBER OF CUBIC FEET

50 cu. ft.
 3 cu. ft.

53 cubic feet

D-6325

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE MOTOR CARRIER AUDITS (RECIPROCAL TAX AUDITS)
 4. DATES 1964 and prior years

DATE: 2/18/65
 LOT NO.: 282
 RANGE: 12
 SECTION(S): 5-7
 RECEIVED BY: GS
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 7	7. SCHEDULED DISPOSAL DATE 5 years-audit-destroy	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
 50
~~RC Boxes, No. 1-111~~

10. NUMBER OF CUBIC FEET
 50
 cu. ft.
 (includes attachments)

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier Reports
 4. DATES 1964

DATE: 6/20/67
LOT NO.: 439
RANGE: 12
SECTION(S): 10-17
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 7	7. SCHEDULED DISPOSAL DATE 5 years-audit-destroy	8. ACTUAL DISPOSAL DATE 2/26/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES.

2 RC Boxes (April, June Duplicates)

10. NUMBER OF CUBIC FEET

2 cu. ft.

Signature of Agency representative:

Record Center representative: *CoBurn*

Leonard Brown

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE Motor Carrier Tax Audits
4. DATES 1951-1955

DATE: 6/20/67
LOT NO.: 442
RANGE: 12
SECTION(S): 10-17
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 7	7. SCHEDULED DISPOSAL DATE 5 years-audit-destroy	8. ACTUAL DISPOSAL DATE 2/20/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
4 RC Boxes

10. NUMBER OF CUBIC FEET
4 cu. ft.

Signature of Agency representative: _____

Record Center representative: Coburn

Leonard Brown Rec City/CB

Ink Range Book

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: 2/18/65
 LOT NO.: 282
 RANGE: 8/~~13~~ 3-7, 12-13
 SECTION(S): ~~3-7, 12-13~~
 RECEIVED BY: COB
 REMARKS: *water paper 6/12/68*

1. AGENCY CONTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE MOTOR CARRIER RECIPROCAL TAX REPORTS
(MOTOR CARRIER Audits)
 4. DATES 1958 - 1963

5. SCHEDULE NO. 8	6. ITEM NO. 7	7. SCHEDULED DISPOSAL DATE 5 yrs.- audit-destroy	8. ACTUAL DISPOSAL DATE: 6/12/68
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

Range 8, Section 3-7
 Boxes labeled - 18-1 through 68-2
 1958 - 1964

13 Boxes

~~Range 9, Section 3-5
 Boxes labeled - 1-4
 1958 - 1964~~

~~Range 11, Section 10
 Boxes labeled - 1-13
 1960 - 1961~~

~~13 Boxes~~

~~13 Boxes~~

[Large handwritten scribbles across the bottom of the listing area]

Signature of Agency representative:

Record Center representative:

[Handwritten signature]

[Handwritten signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

4

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE DIESEL FUEL TAX REPORTS FILE
 4. DATES 1952 - 1960

DATE: 2/18/65
 LOT NO.: 283
 RANGE: 8
 SECTION(S): 8/9
 RECEIVED BY: COB
 REMARKS:
In R. Pool

5. SCHEDULE NO. 8	6. ITEM NO. 5	7. SCHEDULED DISPOSAL DATE 5yrs.-addit-destroy	8. ACTUAL DISPOSAL DATE: 8/16/68
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

DIESEL AUDITS
~~Boxes labeled Die.-1 through Die.-16~~
DIESEL DEALER AUDITS -
1 - 6

10. NUMBER OF CUBIC FEET

16 Boxes
 6 Boxes
 16 cu ft.
 6 cu ft.

 22 cu ft.

Signature of Agency representative:

Record Center representative:

[Signature]

[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: ~~5/2/65~~ 2/9/65
 LOT NO.: 284
 RANGE: 8/1
 SECTION(S): 8, 15, 16
 RECEIVED BY: COB
 REMARKS:

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE APPLICATION FOR REGISTRATION
[M C APPLICATIONS]
 4. DATES 1957 - 1962

5. SCHEDULE NO. 8	6. ITEM NO. 10	7. SCHEDULED DISPOSAL DATE 4 yrs ^{after inactive} destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

out 1/18/67
 Range 8, Section 8, 15, 16
 1) Boxes labeled ~~MC~~ 1/61-14/61 (8/9)
~~1957-1962~~
 2) Boxes labelled, 1-10 (8/15)
 3) Boxes labelled "Inactive" 1957-1958-1959 (8/16)

10. NUMBER OF CUBIC FEET

24 Boxes *transferred to new sheet*
 3 Boxes
 10 Boxes 1962 Range 8, Sec 15
 2 Boxes Range 8/Sec 16

Signature of Agency representative:

[Signature]

Record Center representative:

[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: 3/18/65
 LOT NO.: 285
 RANGE: 8/9
 SECTION(S): 1,1-15/2-3
 RECEIVED BY: COB
 REMARKS:
 (In R. Book)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE REFUND FILE
 4. DATES 1952 - 1961

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE 3 yrs-audit-destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

Range 8, Section 1, 11-15
 Sec. 1 Disallowed Claims 1952-53
 Sec. 1, 11-15 Refund
 (32) Files (1, 1a, 2-11) 1961
 (33) " 1961-63
 (35) " 1961
 (37) " 1961

2 R.C. BOXES

2 cuft

(1 box 32/36
 1 box 30/32)
 33/35 } Box 23
 33/37 }

Range 9, Section 3
 Sec. 3 Refund 1954 - 1961

16 Boxes
~~46~~
 1 Box
 3 Boxes

66 Boxes
 5 Boxes

66 cuft
 5 cuft
 4 cuft
 2 cuft
 2 cuft

Range 8, Section 1
 Sec. 1 Claims on Inventory 1961-62

Range 8, Sec. 1, CANCELLATIONS, c. 1957-1961

Range 9, Sec 2, Western Union Refunds
 (Money orders) 1960-1961

4 Boxes
 2 BOXES
 2 Boxes

89 cuft.

Signature of Agency representative:

Record Center representative:

L. J. Brown
 HR-RM 11 (Rev.)

COB Brown

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: 3/18/65
 LOT NO.: 286
 RANGE: 8
 SECTION(S): 7-8, 16, 17
 RECEIVED BY: COB
 REMARKS:
 (In R. Book)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE CANCELLED CHECKS
 4. DATES 1959 - 1964

5. SCHEDULE NO. 8	6. ITEM NO. 14	7. SCHEDULED DISPOSAL DATE 4yrs., audit-destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Range 8, Section 7-8	1959 - 1960
Section 16	1961 - 1962
" 16	1962 - 1963
Section 16, 17	1963 - 1964
" 17	1960 - 1961

10. NUMBER OF CUBIC FEET

6 Trays
21 Trays
23 Trays
21 Trays
26 Trays

[TO BE MASCEATED ?]

CO
 IBM Group
 1960-1963
 L. Brown OK not
 to masceate
 12/1/67

Signature of Agency representative:
L. Brown
 HR-RM 11 (Rev.)

Record Center representative:
COB Brown

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

PARTIAL DISPOSAL

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE RECEIPT FILE
 4. DATES FY 1961 - 1963

DATE: 3/18/65
 LOT NO.: 287
 RANGE: 8
 SECTION(S): 2, 10-13
 RECEIVED BY: COB
 REMARKS:
(See Record)

5. SCHEDULE NO. 8	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE 4yrs - audit - destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

out 4/13/67
 Range 8, Section 2 FY 1961
 Section 10-11 FY 1962 - 1963
 Section 12-13 FY 1963 - 1964
HERE 4/20/67

20 Boxes - Labeled 1 - 20
~~20~~ " " 1 - ~~20~~
 17 " " 1 - 17 *(Range 8, Sec 12-13)*
 26 - R. C. Boxes

Signature of Agency representative:
[Signature]
 HR-RM 11 (Rev.)

Record Center representative:
[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY Cryptologic of Treasury
 2. DIVISION Asst. Dir.
 3. RECORD TITLE Receipts
 4. DATES FY 1958 - 1960

DATE: 2/9/65
 LOT NO.: 287
 RANGE:
 SECTION(S):
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>16</u>	7. SCHEDULED DISPOSAL DATE <u>4 yrs - audit - destroy</u>	8. ACTUAL DISPOSAL DATE: <u>12-16-64</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

17 cu. ft.

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

 HR-RM 11 (Rev.)

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

V

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE ~~RECORDS~~ Diesel Audits
 4. DATES 1951 - 1957

DATE: 2/9/65
 LOT NO.: ~~21~~ 294
 RANGE: 8
 SECTION(S): 8
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>5</u>	7. SCHEDULED DISPOSAL DATE <u>5yrs., audit, destroy</u>	8. ACTUAL DISPOSAL DATE: <u>8/16/66</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

~~RECORDS~~
 DIESEL & DEALER AUDITS

10. NUMBER OF CUBIC FEET

~~RECORDS~~
 BOXES 1 -16
16 cu ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE ACCOUNTING RECORDS FOR WHICH DISPOSAL HAS BEEN PROVIDED BY A GENERAL RETENTION SCHEDULE
Disbursing warrants
General Accounting Records
 4. DATES 1957 - 1963

DATE: 3/18/65

LOT NO.: 295

RANGE: 9

SECTION(S): 2-7

RECEIVED BY: COB

REMARKS:

(2 R. 0. 0. 0.)

5. SCHEDULE NO. 188	6. ITEM NO. 2	7. SCHEDULED DISPOSAL DATE 3yrs., - audit - destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

Disbursing
Receipting Warrants

~~1957 - 1958~~
~~1959 - 1960~~
~~1961 - 1963~~

46 RC 1957-1963
Boxes

~~Box 1~~
~~" 2~~
~~" 3~~

~~(2 cu ft.)~~

46 cubic feet

Signature of Agency representative:

Record Center representative:

L. Brown

COBROWN

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX
3. RECORD TITLE I M B Cards
4. DATES 7/64 - 12/64

DATE: 2/26/65

LOT NO.: 302

RANGE:

SECTION(S):

RECEIVED BY:

REMARKS:

5. SCHEDULE NO.

non scheduled

6. ITEM NO.

7. SCHEDULED DISPOSAL DATE

8. ACTUAL DISPOSAL DATE:

12/16/64

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

201 Boxes

10. NUMBER OF CUBIC FEET

201 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE CORRESPONDENCE
 4. DATES 1957 - 1959

DATE: 2/26/65
 LOT NO.: 303
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 3	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

9 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE MOTOR VEHICLE FUEL TAX REPORTS
 4. DATES 1956 - 1958

DATE: 2/26/65
 LOT NO.: 304
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 4	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

27 cu.ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE DIESEL FUEL TAX REPORTS
 4. DATES 1957-1958 ; 1955

DATE: 2/26/65
 LOT NO.: 305
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 5	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
--------------------------	----------------------	----------------------------	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

13 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

- 1. AGENCY COMPTRROLLER OF THE TREASURY -----
- 2. DIVISION GASOLINE TAX -----
- 3. RECORD TITLE MOTOR CARRIER RECIPROCAL TAX REPORTS -----
- 4. DATES 1958 -----

DATE: 2/26/65

LOT NO.: 306

RANGE:

SECTION(S):

RECEIVED BY:

REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 7	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

7 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX
3. RECORD TITLE APPLICATION FOR LICENSE
4. DATES 1959 - 1961

DATE: 2/26/65
LOT NO.: 307
RANGE:
SECTION(S):
RECEIVED BY:
REMARKS:

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>10</u>	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: <u>12/16/64</u>
-----------------------------	--------------------------	----------------------------	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

23 cu. ft.

Signature of Agency representative:

HR-RM 11 (Rev.)

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE REFUND AUDITS
 4. DATES 1955 - 1958

DATE: 2/26/65
 LOT NO.: 308
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

5 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE CASH DISBURSEMENT SHEETS
 4. DATES 1956 - 1960

DATE: 2/26/65
 LOT NO.: 309
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 15	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
--------------------------	-----------------------	----------------------------	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

18 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE METAL TAG REPORTS
 4. DATES 1958 - 1960

DATE: 2/26/65
 LOT NO.: 310
 RANGE:
 SECTION(S):
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 12/16/64
--------------------------	-----------------------	----------------------------	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

22 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

DATE: 3/5/65
 LOT NO.: 311
 RANGE: 12
 SECTION(S): 17 - 18
 RECEIVED BY: RHS
 REMARKS: CHECK WITH MR. COLEMAN BEFORE DESTROYING.
 (J.R. Cook)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
PUBLIC HEALTH NURSING AND
 3. RECORD TITLE DEPARTMENT OF MENTAL HYGIENE (DMH)
 4. DATES 1963 - 1964

5. SCHEDULE NO. <u>RECORD</u> non - schedule	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <u>1 year (MARCH 1966)</u>	8. ACTUAL DISPOSAL DATE: <u>8/15/66</u>
---	-------------	--	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

104 IBM BOXES (14 cu. ft.)
 18 " " 3/22/65
 20 " " 5/10/65

Signature of Agency representative:
C. K. Coleman
 HR-RM 11 (Rev.)

Record Center representative:
C. Brown

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
PUBLIC HEALTH NURSING
 3. RECORD TITLE DEPARTMENT OF MENTAL HYGIENE
 4. DATES 1964

DATE: 3/22/65
 LOT NO.: 311
 RANGE: 12
 SECTION(S): 15-16
 RECEIVED BY: RHS
 REMARKS: check with Mr. Coleman prior to disposal - Wren 4/8 5072/10/66

5. SCHEDULE NO. NON * RECORD	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE MARCH 1966	8. ACTUAL DISPOSAL DATE: 8/10/66
-------------------------------------	-------------	--	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

28 IBM Boxes & 9 cu. ft.)

10. NUMBER OF CUBIC FEET

Signature of Agency representative:
J. H. Coleman
 HR-RM 11 (Rev.)

Record Center representative:
C. O. Brown

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE REGISTRATION CARD COPIES
~~REGISTRATION CARD COPIES~~
 4. DATES _____

DATE: 3/18/65
 LOT NO.: 314
 RANGE: 8/9
 SECTION(S): 17/1-2
 RECEIVED BY: COB
 REMARKS:
 3 yrs - audit - destroy
 per L. Brown
 (In P. Book) 4/20/66

5. SCHEDULE NO. <u>TO BE SCHEDULED</u> <u>(4/21/66 GWS)</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <u>3 yrs - Audit - Destroy</u> <u>to be determined</u>	8. ACTUAL DISPOSAL DATE: <u>12/13/67</u>
---	-------------	---	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Carbon Copies of Registration Cards

Range 8, Section 17
 1001 - 71273 - 1961

Range 9, Section 1 - 2
 1001 - 82216 - 1960
 1915 - 19188 - 1962
 1000 - 99421 - 1963

out 4/13/67
HEADS 4/20/67

10. NUMBER OF CUBIC FEET

32 IBM Trays

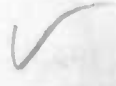
36 IBM Trays
 32 IBM Trays
 46 IBM Trays

1960-1961
1962
1963

Signature of Agency representative:
L. Brown
 HR-RM 11 (Rev.)

Record Center representative:
COBROWN

RECORDS TRANSMITTAL SHEET
(Prepare in triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE TEMPORARY PERMITS
~~NON-RECORD MATERIAL~~
 4. DATES _____

DATE: 3/18/65
 LOT NO.: 314
 RANGE: ~~4-15~~ 9
 SECTION(S): ~~1-27/2-2/E~~ 2-3
 RECEIVED BY: COB
 REMARKS:
 3 yrs - audit - destroy
 Per. L. Brown 4/21/66
 (2 R Book) 9. WS

5. SCHEDULE NO. <u>TO BE SCHEDULED</u> <u>(4/21/66 - G.W.S.)</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <u>3 yrs - Audit - Destroy</u> to be determined	8. ACTUAL DISPOSAL DATE: <u>12/13/67</u>
--	-------------	---	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

Temporary Permits (10 & 25 Day)

Range 9, Section 2 } 1958-59
 1958 - 1959
 1958
 1961
 1962

Box 1
 " 2
 " 3
 " 4

2 R.C. Boxes 2 cu ft

Range 9, Section 3
 R Permits - Western Union Refund

1958 - 1959 } 1958-1963
 1960
 1961
 1962 - 1963

Box 1a
 " 1b
 " 2a
 " 2b

9 R.C. Boxes 8 cu ft

~~Range 11, Section 9~~

11 Rubric Text

~~Temporary Permits (cont.)~~
~~1959 - 1962~~

Box - 1 Labeled (c)

Signature of Agency representative:

Record Center representative:

L. Brown

COBROWN

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE MOTOR VEHICLES FUEL TAX REPORT FILE
 4. DATES 1953 - 1962

DATE: 3/18/65
 LOT NO.: 315
 RANGE: 8
 SECTION(S): 8
 RECEIVED BY:
 REMARKS:
 (In R Book)

5. SCHEDULE NO. 8	6. ITEM NO. 4	7. SCHEDULED DISPOSAL DATE 5yrs - audit - destroy	8. ACTUAL DISPOSAL DATE: 12/10/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Labeled Dea. 1 through Dea. 9

10. NUMBER OF CUBIC FEET

9 Boxes

Signature of Agency representative:
[Signature]
 HR-RM 41 (Rev.)

Record Center representative:
[Signature]

out

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GAS TAX

3. RECORD TITLE ACCOUNTING RECORDS

4. DATES 1956 - 1960

DATE: 3/18/65

LOT NO.: 316

RANGE: 8/11

SECTION(S): 9/9-10

RECEIVED BY: COB

REMARKS:

(In R. Book)

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE 3yrs. - audit - destroy	8. ACTUAL DISPOSAL DATE: 12/13/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Bank Statements 1956-1958, Labeled #1

" " 1958-1960, " #2

Receipts - Trial Magistrates 1958 - 1959

" ~~State Tags~~ 1960-1961

10. NUMBER OF CUBIC FEET

1 cu. ft.

1 " "

3 " "

~~6 " "~~

(See separate entry)

out

Signature of Agency representative:

L. J. Brown

HR-RM 11 (Rev.)

Record Center representative:

COBROWN

1 + 1

4

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY Comptroller of Treas
2. DIVISION 9 as July
3. RECORD TITLE General Accounting Funds
4. DATES 1958-1960

DATE: 3/10/65
LOT NO.: 316
RANGE: 11
SECTION(S): 10
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. <u>180</u>	6. ITEM NO. <u>1</u>	7. SCHEDULED DISPOSAL DATE <u>3 yrs - auto</u>	8. ACTUAL DISPOSAL DATE: <u>8/14/66</u> 8/14/65
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

6 boxes

6 cu ft

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET
(Prepare in triplicate)

X

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GAS TAX
3. RECORD TITLE UNUSED FORMS
NON - RECORD
4. DATES _____

DATE: 4/2/65
LOT NO.: 321
RANGE: 13
SECTION(S): 10,11
RECEIVED BY: RHS
REMARKS:

5. SCHEDULE NO. <u>NON - RECORD</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: <u>8/5/65</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Unused forms

10. NUMBER OF CUBIC FEET
52 cu. ft.

7-6325

Signature of Agency representative:
[Signature]
HR-RM 11 (Rev.)

Record Center representative:
[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE REFUND FILES
 4. DATES 1961 - 1967

DATE: 4/9/65
 LOT NO.: 322
 RANGE: 12
 SECTION(S): 7 - 9
 RECEIVED BY: RHS
 REMARKS: *In R. Book*
DISPOSE AFTER
JAN 1, 1968
(In R. Book)

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE 3 Yrs. - audit - destroy	8. ACTUAL DISPOSAL DATE: 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

79
~~71~~ Boxes labeled ~~32-1~~ ~~32-3141~~

10. NUMBER OF CUBIC FEET

79
~~71~~ cu.ft.

Includes attachment

Signature of Agency representative:
J. Colman
 HR-RM 11 (Rev.)

Record Center representative:
CoBrown

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Refund Claims
 4. DATES 1964 (incomplete)

DATE: 6/20/67
 LOT NO.: 443
 RANGE: 12
 SECTION(S): 10-17
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE 3 years audit-destroy	8. ACTUAL DISPOSAL DATE 2/26/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

8 RC Boxes
 102-234
 424-548
 556-672
 674-805
 813-974
 1159-1400
 1595-1787
 2306-2909

Signature of Agency representative: _____

10. NUMBER OF CUBIC FEET

8 cu. ft.

Record Center representative: Colburn

Fernand Brown for Copy/CB

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE REFUND FILES
 4. DATES 1961 - 1964

DATE: 4/8/65
 LOT NO.: 322
 RANGE: 12
 SECTION(S): ~~12~~ 3-6
 RECEIVED BY: RHS
 REMARKS:
(See below)
(In R-Box)

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>12</u>	7. SCHEDULED DISPOSAL DATE <u>3yrs. - audit - destroy</u>	8. ACTUAL DISPOSAL DATE: <u>FINAL DISPOSAL 6/12/68</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

148
120 Boxes labeled - 31-~~1971~~ -- 31-12224

148 455 out
120 cu. ft. 4/24/68

[Scribbled area with illegible text]

Boxes 1-48 to range 20 (trial) 4/24/68 out 4 Pack
 Boxes 49-105 to Range 12, Secs 3-6 may 1/68
 Boxes 106-148 to Range 20 (trial) 4/24/68 out 100 cu ft
out 6/12/68

Signature of Agency representative:
J. A. Valman
 HR-RM 11 (Rev.)

Record Center representative:
[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE GENERAL ACCOUNTING RECORDS
 4. DATES 1965

DATE: 6/14/65
 LOT NO.: 338
 RANGE: 12
 SECTION(S): 13
 RECEIVED BY: RHS
 REMARKS: CHECK WITH
 MR. COLEMAN BEFORE
 DESTROYING
(W. Smith ck 5)
(D. N. Book) 98 12/10/62

5. SCHEDULE NO. <u>NON RECORD</u> 100	6. ITEM NO. <u>1</u>	7. SCHEDULED DISPOSAL DATE 4 yrs. - audit - destroy	8. ACTUAL DISPOSAL DATE: <u>4/6/67</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

FIM CARDS
(78 IDU TRAYS)
(INTERMEDIATE CARDS)

16 cu. ft.

Signature of Agency representative:

Record Center representative:

[Signature]

[Signature]

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

COMPTROLLER OF THE TREASURY

1. AGENCY GASOLINE TAX

2. DIVISION GENERAL ACCOUNTING RECORDS

3. RECORD TITLE 1965

4. DATES _____

DATE: 6/11/65

LOT NO.: 338

RANGE: 12

SECTION(S): 13

RECEIVED BY: RHS

REMARKS: CHECK WITH
MR. COLEMAN BEFORE
DESTROYING

OK Wynn
8/11/66

5. SCHEDULE NO. 1	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE 1 year - credit - destroy	8. ACTUAL DISPOSAL DATE:
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

IBM CARDS

10. NUMBER OF CUBIC FEET

16 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GAS TAX
 3. RECORD TITLE PUBLIC-HEALTH NURSING
DEPARTMENT OF MENTAL HYGIENE
 4. DATES 1964

DATE: 3/22/65
 LOT NO.: 311
 RANGE: 12
 SECTION(S): 15-16
 RECEIVED BY: RHS
 REMARKS:
*check with Mr Coleman
 before disposal.*
of Wm...

5. SCHEDULE NO. <u>NON - RECORDED</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <u>MARCH 1966</u>	8. ACTUAL DISPOSAL DATE: <i>4/1/66</i>
--	-------------	---	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

28 IBM Boxes & 9 cu. ft.)

Signature of Agency representative: _____

10. NUMBER OF CUBIC FEET

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY CONTROLLER OF THE TREASURY
 2. DIVISION TAS TAX
PUBLIC HEALTH NURSING
 3. RECORD TITLE DEPARTMENT OF MENTAL HYGIENE
 4. DATES 1963 - 1964

DATE: 3/5/65
 LOT NO.: 311
 RANGE: 12
 SECTION(S): 17 - 18
 RECEIVED BY: RHS
 REMARKS:
check with Sue Coleman prior to disposal of Williams

5. SCHEDULE NO. <u>non - schedule</u>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: <u>8/11/66</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

104 IBM ROLLS (1 1/2 cu. ft.)
18 " " 3/22/65
20 " " 8/10/65

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:

Date: 12/9/64

Lot No.: 261

Range: 12/14

Section(s) 14-18/5-6

Received by: HES

Remarks:

of Whome
8/11/64

1. Agency: COMPTROLLER of the TREASURY

2. Division: GAS TAX

3. Record Title: IRM CARDS FOR MEDICARE

4. Inclusive Dates: 1963-1965

5. Schedule No. <u>NONE</u>	6. Item No. <u>NONE</u>	7. Scheduled Disposal Date: <u>DEC. 1965</u>	8. Actual Disposal Date:
--------------------------------	----------------------------	---	--------------------------

9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

68 cubic feet

10. Quantity and type of filing equipment released:
 a. File drawers, letter-size _____ c. Transfiles _____
 b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
 Record Center:
 Date: **Jan. 24/66**
 Lot No.: **391**
 Range: **13**
 Section(s) **7, 8, 9**
 Received by: **GMS**
 Remarks: **Medicare cards to be held for 1 year, then destroy per Basil Wisner**
oh wisner 8/11/66

- 1. Agency: Comptroller
- 2. Division: Gasoline Tax
- 3. Record Title: Medicare IBM Cards
- 4. Inclusive Dates: Jan. 1965

5. Schedule No. <u>Non-scheduled</u>	6. Item No. _____	7. Scheduled Disposal Date: <u>Jan. 1968</u>	8. Actual Disposal Date: _____
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9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

266 IBM card trays

- 10. Quantity and type of filing equipment released:
 - a. File drawers, letter-size _____
 - b. File drawers, legal-size _____
 - c. Transfiles _____
 - d. Other (specify) _____

11. Signature of Agency representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 DEPARTMENT OF MENTAL HYGIENE
 3. RECORD TITLE PUBLIC HEALTH NURSING
 4. DATES 1965

DATE: 6/14/65
 LOT NO.: 339
 RANGE: 12
 SECTION(S): 13
 RECEIVED BY: RRS
 REMARKS: CHECK WITH
 MR COLEMAN BEFORE
 DESTROYING
 (In R Book)

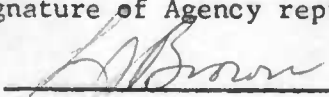
5. SCHEDULE NO. non-record	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE 1 yr. after date received (6/14/66)	8. ACTUAL DISPOSAL DATE: 4/6/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

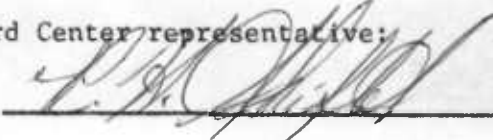
10. NUMBER OF CUBIC FEET

*IBM CARDS
(35 IBM TRAYS)*

*2.3
cu. ft.*

Signature of Agency representative:


 HR-RM 11 (Rev.)

Record Center representative:


RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX
- 3. RECORD TITLE AUDIT HISTORY MOTOR CARRIER
- 4. DATES 1963

DATE: 8/3/65
 LOT NO.: 350
 RANGE: 20 12
 SECTION(S): 22 11
 RECEIVED BY: RWC
 REMARKS: CHECK WITH
 MR. ~~COLMAN~~ WISNER
 BEFORE DISPOSAL 12/10/66
 (J. R. B. 04)

5. SCHEDULE NO. NON SCHEDULED NON RECORD	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE JAN. 1, 1967	8. ACTUAL DISPOSAL DATE: 4/6/67
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

B oxes(IBM trays) 1 - 35 all dated 1963

10. NUMBER OF CUBIC FEET

8 cu. ft.

Signature of Agency representative:

J. Basil Wiser

Record Center representative:

RECORDS TRANSMITTAL SHEET
(Prepare in triplicate)

4

- 1. AGENCY COMPTROLLER OF THE TREASURY -----
- 2. DIVISION GASOLINE TAX -----
- 3. RECORD TITLE MEDICAL CARE IBM CARDS -----
- 4. DATES 1965 -----

DATE: 9/1/65
 LOT NO.: 363
 RANGE: 20.12
 SECTION(S): 11 14
 RECEIVED BY: GWS
 REMARKS: RETAIN 6 MONTHS
 AFTER DEPOSIT
(In R. Book)

5. SCHEDULE NO. NON - SCHEDULED	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE MARCH 1, 1966	8. ACTUAL DISPOSAL DATE: 8/16/66
--	-------------	---	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

7 IBM cartons containing 5 IBM boxes each

10. NUMBER OF CUBIC FEET

12 cu. ft.

Signature of Agency representative:
J. Basil Manier

 FORM 11 (Rev.)

Record Center representative:

D 551190

RECORDS TRANSMITTAL SHEET
(Prepare in triplicate)

1. AGENCY - ~~CONTROLLER OF THE REVENUE~~
2. DIVISION - ~~GENERAL TAX~~
3. RECORD TITLE - ~~INCREMENT WORK MASTER IBM CARDS~~
4. DATES - JUNE 1965

DATE: 9/1/65
LOT NO.: 364
RANGE: 12
SECTION(S): 15
RECEIVED BY: WMS
REMARKS: RETAIN 1 YEAR
OK WMS 8/10/65

5. SCHEDULE NO. NON - SCHEDULED 6. ITEM NO. 7. SCHEDULED DISPOSAL DATE JULY 1, 1965 8. ACTUAL DISPOSAL DATE: 4/1/967-6

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

19 IBM trays marked "INCREMENT WORK CARDS" and "MASTERS"

10. NUMBER OF CUBIC FEET
9 cu. ft.

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

- 1. AGENCY CONTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX
- 3. RECORD TITLE INCREMENT WORK MASTER IBM CARDS
- 4. DATES JUNE 1965

DATE: 9/1/65
 LOT NO.: 364
 RANGE: 20 12
 SECTION(S): 16 12
 RECEIVED BY: GWS
 REMARKS: RETAIN 1 YEAR
(2 R Book)

5. SCHEDULE NO. NON - SCHEDULED	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE JULY 1, 1965	8. ACTUAL DISPOSAL DATE: 4/6/67
--	-------------	--	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

19 IBM trays marked "INCREMENT WORK CARDS" and "MASTERS"

10. NUMBER OF CUBIC FEET

3.5
~~4~~ cu. ft.

Signature of Agency representative:
J. Basil Moner

 HR-RM 11 (Rev.)

Record Center representative:

4/19/66

IBM TRASH CARDS SHEET

(NO SHEET IN RANGE BOOK)

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE TRASH IBM CARTONS

4. DATES _____

DATE: 9/1/65

LOT NO.: 367

RANGE: 20

SECTION(S): 1 - 18

RECEIVED BY:

REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE:
	<i>nonrecord</i>		<i>4/14/66</i>

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

DATE RECEIVED	AMOUNT
1 SEPT. 3, 1965	35 I.B.M. Trays
2 Oct 13, 1965	15 " "
3 Oct 19, 1965	87 " "
4 Oct NOV. 1, 1965	24 " "
5 Nov 2/65	75 " "
6 Nov. 8/65	14 " "
7 Dec. 8/65	59 " "
8 Feb. 7/66	60 " "
9 Feb. 7/66	39 " "
10 Jan 3/66	114 " "
11 FEB. 14, 66	20 " "
12 MAR. 17, 66	214 " "
13 MAR. 21, 66	79 " "
14	

Destroyed 11/18/67

Retty - Certificate for this copy, April 14/66

Destroyed 4/14/66

144 cu ft

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

- 1. AGENCY CONTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX
- 3. RECORD TITLE IBM Cards - Department of Mental Hygiene
- 4. DATES 1964 - 1965

DATE: 9/14/65
 LOT NO.: 383
 RANGE: 12
 SECTION(S): 10-11
 RECEIVED BY: COB
 REMARKS: DISPOSAL DATE TO BE DETERMINED
Mr. Wassner will let us know about these (In R. Board) 11/26/65

5. SCHEDULE NO. NON - SCHEDULED	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE: 4/6/67 <i>12/10/66</i>
------------------------------------	-------------	----------------------------	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- IBM CARDS
- Department of Mental Hygiene
- PHARM (6/65) - 7 cartons (35 trays)
 - PHYS (6/65) - 2 cartons (10 trays)
 - MOVES (5-6/65) - 2 cartons (10 trays)
 - Special Services (6/65) - 1 tray
 - PHN (4th qtr. 1964) - 3 cartons (15 trays)

10. NUMBER OF CUBIC FEET
- 11 cu. ft.
 - 3 cu. ft.
 - 3 cu. ft.
 - 1 cu. ft.
 - 5 cu. ft.

Handwritten calculation:
 71
 19
 90
 28
 168
 31
 203
 31

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: Jan. 24/66
Lot No.: 391
Range: 13
Section(s) 8
Received by: GWS
Remarks: Medicare cards to be held for 1 year, then destroy per Basil Wisner

- 1. Agency: Comptroller
- 2. Division: Gasoline Tax
- 3. Record Title: Medicare IBM Cards
- 4. Inclusive Dates: Jan., 1965

5. Schedule No. <u>Non-Scheduled</u>	6. Item No.	7. Scheduled Disposal Date: <u>Jan., 1967</u>	8. Actual Disposal Date: <u>8/10/66</u>
---	-------------	--	--

9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

205 IBM card trays

Numerical listing (continued)

23 *cc* JA

10. Quantity and type of filing equipment released:

- a. File drawers, letter-size _____
- b. File drawers, legal-size _____
- c. Transfiles _____
- d. Other (specify) _____

11. Signature of Agency representative:
[Signature]

RECORDS TRANSMITTAL SHEET

Prepare in triplicate after records have been received and labeled. Two copies will be returned to the Agency, one copy to be retained by Agency as its receipt, and the other to be signed and returned to the Record Center.

To be completed by
Record Center:
Date: 3/4/66

Lot No.: 394

Range: 18

Section(s) 1-9

Received by: R.S.

Remarks: *In R. Book*
DISPOSE AFTER
JAN 1, 1968
(In R. Book)

1. Agency: COMPTROLLER OF THE TREASURY
2. Division: Gasoline Tax
3. Record Title: Refund Files
4. Inclusive Dates: April 1961-Dec. 1964

5. Schedule No. 8	6. Item No. 12	7. Scheduled Disposal Date: 3 yrs. - audit- destroy	8. Actual Disposal Date: <i>and 6/7/69</i>
----------------------	-------------------	--	---

9. Numerical listing by box number, showing major file breaks, inclusive dates (each box).

Numerical listing (continued)

200 R. C. Boxes (Box #1-200)
(FILES NUMBERED #1-13563)

* #1-59 ¹⁹⁶⁴ 1961-~~59~~

259 R C Boxes *1961-4964*

10. Quantity and type of filing equipment released:
- a. File drawers, letter-size _____ c. Transfiles _____
- b. File drawers, legal-size _____ d. Other (specify) _____

11. Signature of Agency representative:

John L. Coleman, Chief

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER
 2. DIVISION Gasoline Tax
 3. RECORD TITLE IBM Cards GT-500
 4. DATES _____

DATE: 10/10/66
 LOT NO.: 412
 RANGE: 13
 SECTION(S): 7-9
 RECEIVED BY: GWS
 REMARKS:
*OK by Basil
 Wilson 12/10/66
 after January/67*

5. SCHEDULE NO. Nonrecord	6. ITEM NO. ---	7. SCHEDULED DISPOSAL DATE Retain until cleared by Gas Tax Div.	8. ACTUAL DISPOSAL DATE: 4/6/67
------------------------------	--------------------	---	------------------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

45 IBM Boxes

10. NUMBER OF CUBIC FEET

*~~12~~ ft. 12 wgt
(450 lbs)*

Signature of Agency representative:

 HR-RM 11 (Rev.)

Record Center representative:

 G. W. Straubinger

RECORDS TRANSMITTAL SHEET

(Prepare in triplicate)

1. AGENCY COMPTROLLER

2. DIVISION Gasoline Tax

3. RECORD TITLE IBM Cards GT-500

4. DATES _____

DATE: 10/10/66

LOT NO.: 412

RANGE: 13

SECTION(S): 6

RECEIVED BY: GWS

REMARKS:

*OK to go
12/2/66*

5. SCHEDULE NO. Nonrecord	6. ITEM NO. ---	7. SCHEDULED DISPOSAL DATE Retain until cleared by Gas Tax Div.	8. ACTUAL DISPOSAL DATE: <i>8/10/66</i>
------------------------------	--------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓
22 IBM Boxes (+encls)
46

10. NUMBER OF CUBIC FEET

6
40 cu. ft.

Signature of Agency representative:
[Signature]
HR-RM 11 (Rev.)

Record Center representative:
G. W. Straubinger

Spec: O.K. for Book
CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE Refund Claims

4. DATES 1961-1966 ^{1961-1964 - out 4/3/69} 1965-1966 ^{out 9/23/70}

DATE: 6/20/67
LOT NO.: 436
RANGE: 18
SECTION(S): ~~15-18~~
RECEIVED BY: ~~CB~~
REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 yrs. - audit - destroy	4/3/69 9/23/70

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
~~144~~ R.C. Boxes Numbered ~~#1-19~~; #1-18; and #1-67

10. NUMBER OF CUBIC FEET
144 cubic feet

1-18
1-67
85 out - 9/23/70

Signature of Agency representative:

HR-RM 11(Rev.)

Record Center representative: Col Brown

Leonard Brown for city/cps

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE Refund Files - Gas Tax, Misc.
 4. DATES 1960-1965

DATE: 6/20/67
 LOT NO.: 437
 RANGE: 18
 SECTION(S): 15-16
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 yrs. - audit - destroy	out 6/14/69

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

~~2 RC Boxes - Gas Tax - Aviation Records
 No. 68-69 (46-47)
 4 RC Boxes - Gas Tax - Misc.
 No. 70-73 (48-51)
 4 RC Boxes - Gas Tax - Fire Depts.
 No. 74-77 (52-55)
 4 RC Boxes - Gas Tax - I.G. Motor Carrier
 No. 78-81 (A-Z)
 1 RC Box - I.G. Diesel Correspondence
 No. 82 (A-Z)~~

10. NUMBER OF CUBIC FEET

2 cu. ft.
 4 cu. ft.
 4 cu. ft.
 4 cu. ft.
 4 cu. ft.
 1 cu. ft.

[Handwritten signature]

IBM Trash of now-sched 60 cu ft

Signature of Agency representative: _____


Record Center representative: *Co Brown*

L. Brown has copy CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLIER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier Applications
 4. DATES 1963-1964

DATE: 6/20/67
 LOT NO.: 438
 RANGE: 12
 SECTION(S): 10-17
 RECEIVED BY: 
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 10	7. SCHEDULED DISPOSAL DATE Destroy 4 years after firm has discontinued operations	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

23 RC Boxes
 1963 No. 1-15
 1964 No. 1, 2, 4, 9

10. NUMBER OF CUBIC FEET

23 Cu. Ft.

Signature of Agency representative:

Record Center representative: *C. Brown*

L. Brown *hrc/ky/cp*

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier Requests
 4. DATES 1963-1965

DATE: 6/20/67 LOT NO.: 440 RANGE: 12 SECTION(S): 10-17 RECEIVED BY: CB REMARKS:
--

5. SCHEDULE NO. 8	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE 3 years, destroy	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

8 RC Boxes Lettered "A" - "Z"

10. NUMBER OF CUBIC FEET

8 cu. ft.

Signature of Agency representative: _____

Record Center representative: Colburn

Fernand Brown has copy

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Common Carrier Reports
 4. DATES 58
1960-1962

DATE: 6/20/67
 LOT NO.: 441
 RANGE: 12
 SECTION(S): 10-17
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 9	7. SCHEDULED DISPOSAL DATE 3 years, destroy	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

4 RC Boxes - GT 200
 Baltimore Tank Lines thru Matlack
 Molner Transport thru Wooleyhan

10. NUMBER OF CUBIC FEET

4 1/2 cu. ft.

Signature of Agency representative:

Record Center representative: Colburn

Lernard Brown hucopy/cb

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMP TROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Permits (Misc.)
 4. DATES 1963-1965 (incomplete)

DATE: 6/20/67 LOT NO.: 444 RANGE: 12 SECTION(S): 10-17 RECEIVED BY: CB REMARKS:
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5. SCHEDULE NO. Non-sched	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE 2/20/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

8 RC Boxes
 1963 R-Permits - July-Dec. (A*Z)
 " R&T " #I
 " R- " #II
 1964 R-Permits - A-L (June) #1
 M-Z (Jan.-June) #2
 A-Z (July-Dec.) #3

10. NUMBER OF CUBIC FEET

8 cu. ft.

Signature of Agency representative:

Record Center representative: *Colburn*

HR-RM 11(Rev.)

Leonard Bern her copy/cb

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE Bonds (Retired)
4. DATES 1952-1959

DATE: 6/20/67
LOT NO.: 445
RANGE: 12
SECTION(S): 10-17
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 11	7. SCHEDULED DISPOSAL DATE 4 years after retirement	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

4 RC Boxes, #1-4

10. NUMBER OF CUBIC FEET

4 cu. ft.

Signature of Agency representative:

Record Center representative:

Coburn

HR-RM 11(Rev.)

L. Beaman for City/CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier Cancellations (and Write Backs)
 4. DATES 1961-1964

DATE: 6/20/67
 LOT NO.: 446
 RANGE: 12
 SECTION(S): 10-17
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE 2/20/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

8 RC Boxes
 1961-1963, #I-V
 1962-1963, #22512-22806
 1963-1964, (carbon copies), #1-2

10. NUMBER OF CUBIC FEET

8 cu. ft.

Signature of Agency representative: _____

Record Center representative: Colburn

L. Beumber copy/CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE Payroll Journals
4. DATES 1958-1963

DATE: 6/20/67
LOT NO.: 447
RANGE: 12
SECTION(S): 10-17
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 2	7. SCHEDULED DISPOSAL DATE 3 years-audit-destroy	8. ACTUAL DISPOSAL DATE 2/26/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
6 volumes

10. NUMBER OF CUBIC FEET
3 cu. ft.

Signature of Agency representative: _____

Record Center representative: COBURN

L. Brown her copy/CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE General Accounting Records

4. DATES 1951-1964 (incomplete)

DATE: 6/20/67
 LOT NO.: 448
 RANGE: 12
 SECTION(S): 10-17
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE 3 years, audit, destroy	8. ACTUAL DISPOSAL DATE 2/20/69
------------------------	------------------	---	------------------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

15 volumes
6 RC Boxes

10. NUMBER OF CUBIC FEET

10 cu. ft.

Signature of Agency representative:

Record Center representative: *C. Brown*

C. Brown Acc copy/CB

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Vehicle IBM Cards
 4. DATES 1961-1964 [1967-1968]

DATE: 6/20/67
 LOT NO.: 449
 RANGE: ~~12~~ 16
 SECTION(S): ~~16~~-17
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE None - check with office prior to disposal	8. ACTUAL DISPOSAL DATE
--------------------------------------	-------------	--	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
 ✓ 43 IBM Card Trays, 1 R.C. Box

10. NUMBER OF CUBIC FEET
 12 cu. ft.
 12

Signature of Agency representative: _____

Record Center representative: Co Brown

L. Brown has 6/23/67

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury

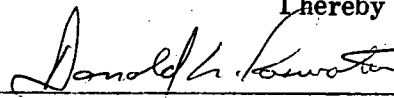
Reporting Agency

Gasoline Tax - Lot 449

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	43 IBM Card Trays	Non-Scheduled		1961-1964 1967-1968	12 cu. ft.	10-23-73	Waste Paper

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



Signature

ACCOUNTANT

Title

11/06/73

Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier Changes
 4. DATES 1960-1964

DATE: 6/20/67
LOT NO.: 452
RANGE: 12
SECTION(S): 10-17
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE 2/25/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

1 Bundle, 1960
 44 boxes, 1961-1964

10. NUMBER OF CUBIC FEET

46 cu ft.

Signature of Agency representative: _____

Record Center representative: COBURN

L. Brown for copy

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE DEALER/DIESEL CASH RECEIPT CARDS
 4. DATES 1954-1960

DATE: Sept. 1, 1967 LOT NO.: 461 RANGE: 5 SECTION(S): 14 RECEIVED BY: CB REMARKS: Microfilmed by agency, our Project #54.1 Hard copy may be destroyed

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE Microfilmed and may be destroyed	8. ACTUAL DISPOSAL DATE 12/13/67
--------------------------------------	-------------	--	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

2 RC Boxes, numbered 1-2

Signature of Agency representative: *[Signature]*

10. NUMBER OF CUBIC FEET

2 cu. ft.

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE MOTOR CARRIER REGISTRATION AND AUDIT RECORD
 4. DATES 1956-1965

DATE: 1 Sept 1967
 LOT NO.: 462
 RANGE: 5
 SECTION(S): 11-13
 RECEIVED BY: CB
 REMARKS: Microfilmed by agency, our project # 54.2 - 54.14 (13 reels). hard copy maybe destroyed.

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE Microfilmed and may be destroyed	8. ACTUAL DISPOSAL DATE 12/18/67
--------------------------------------	-------------	--	---

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

15 RC Boxes, numbered 1-15

Signature of Agency representative: _____
 HR-RM 11 (Rev.)

10. NUMBER OF CUBIC FEET

15 cu. ft.

Record Center representative: _____

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX

LOT 483

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Receipts File (MCGT'S 500)	8	16	c. 1959-1964	28	2/6/74	Waste Paper

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

Paul C. Lawson
Signature

Supply Officer
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE RECEIPTS FILE (MCGT's 500)
 4. DATES c. 1959-1964 (old numbers)

DATE: 1/23/68
 LOT NO.: 483
 RANGE: 17
 SECTION(S): 4-5
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE 4 years, audit, destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 28 RC Boxes 28

2/6/74

10. NUMBER OF CUBIC FEET

28 cu. ft.

Signature of Agency representative:

L. J. Brown

HR-RM 11(Rev.)

Record Center representative:

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 485

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	transmittals (printouts)	188	2	1961-1965	4	2/6/74	Waste Paper

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

Paul C. Lamberson

Signature

Supply Officer II

Title

2/11/74

Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE TRANSMITTALS (printouts)

4. DATES 1961-1965

DATE: 1/23/68
 LOT NO.: 485
 RANGE: 17
 SECTION(S): 5
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 2	7. SCHEDULED DISPOSAL DATE 3 years, audit, destroy	8. ACTUAL DISPOSAL DATE
------------------------	------------------	---	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 4 RC Boxes

10. NUMBER OF CUBIC FEET

4 cu. ft.

2/6/74

Signature of Agency representative:

L. D. Brown

Record Center representative:

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 486

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1,	Decals Issued			1965-1966	3	2/5/74	Waste Paper

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

Paul C. Lombardi
Signature

Supply Officer T
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE DECALS ISSUED
 4. DATES 1965-1966

DATE: 1/23/68
 LOT NO.: 486
 RANGE: 17
 SECTION(S): 6
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

✓ 3 RC Boxes

3 cu. ft.

2/5/74

Signature of Agency representative:

L. D. Brown

Record Center representative:

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 487

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Debit Credit Run— Daily Account	188	1	1964-1966	2	2/5/74	Waste Paper

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

Paul C. Lamberson
Signature

Supply Officer I
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE DEBIT CREDIT RUN - DAILY ACCOUNT

4. DATES 1964-1966

DATE: 1/23/68
 LOT NO.: 487
 RANGE: 17
 SECTION(S): 6
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE 3 years - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 2 RC boxes

10. NUMBER OF CUBIC FEET

2 cu. ft.

2/5/74

Signature of Agency representative:

L. D. Brown

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE DEALER AUDITS

4. DATES c.1958-1963

DATE: 1/23/68
 LOT NO.: 488
 RANGE: 5
 SECTION(S): 11
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 4	7. SCHEDULED DISPOSAL DATE 5 years - audit - destroy	8. ACTUAL DISPOSAL DATE 1/17/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

18 RC Boxes, numbered 1-18

10. NUMBER OF CUBIC FEET

18 Cu. Ft.

both sheets

[Handwritten signature]

Signature of Agency representative:
L. J. Brown

HR-RM 11(Rev.)

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX

3. RECORD TITLE DIESEL AUDITS

4. DATES c. 1958-1963

DATE: 1/23/67

LOT NO.: 489

RANGE: 5

SECTION(S): 12-~~18~~

RECEIVED BY: GWS

REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 5	7. SCHEDULED DISPOSAL DATE 5 years - audit - destroy	8. ACTUAL DISPOSAL DATE 7/17/69
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 34 RC Boxes, numbered 1-34

10. NUMBER OF CUBIC FEET

34 cu. ft.

Signature of Agency representative:

L. J. Brown

Record Center representative:

and top

16 / 12-33-4A

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX
 3. RECORD TITLE RECEIPTS FILE
 4. DATES 1963-1964

DATE: 1/23/67
LOT NO.: 494
RANGE: 8
SECTION(S): 11
RECEIVED BY: GWS
REMARKS: (Sold for private property) 6/12/68

5. SCHEDULE NO. 8	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE 3 years - audit - destroy	8. ACTUAL DISPOSAL DATE 6/12/68
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

18 RC Boxes numbered 1-18
 (includes 2 RC boxes of machine tapes & 1 Rc box of general accounting records)

10. NUMBER OF CUBIC FEET

18 cu. ft.

Signature of Agency representative:
L. J. Brown

Record Center representative:

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 530

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Claims Refunds	8	12	1963-1965	9	2/7/74	Waste Paper

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

Paul C. Lamberson
Signature

Supply Officer I
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE CLAIMS REFUNDS

4. DATES 1963-1965

DATE: 5/20/68
 LOT NO.: 530
 RANGE: 16
 SECTION(S): 15 -16-17
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE 3 yrs. - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 9 RC Boxes

10. NUMBER OF CUBIC FEET

9 cu. ft.

2/7/74

Signature of Agency representative:

[Handwritten Signature]

Record Center representative:

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 531

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Motor Carrier New Accounts (Key Punch Memos)			1967-1968	4	2/7/74	Waste Paper

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

Paul C. Lamberson

Signature

Sul

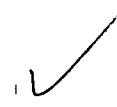
Title

2/11/74

Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE Motor Carrier New Accounts (Key Punch Memos)
 4. DATES 1967-1968

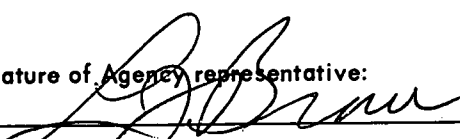
DATE: 5/20/68
 LOT NO.: 531
 RANGE: 16
 SECTION(S): 15
 RECEIVED BY: GWS
 REMARKS:

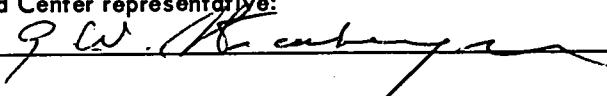
5. SCHEDULE NO. Nonrecord	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE Retain one year, then destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
 ✓ 4 RC Boxes

10. NUMBER OF CUBIC FEET
 4 cu. ft.

2/2/74

Signature of Agency representative:

 HR-RM 11(Rev.)

Record Center representative:


ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 532

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	MC Delinquent Notices			1966-1967	4	2/7/74	Waste Paper

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

Paul C. Lamberson

Signature

Supply Officer I

Title

2/11/74

Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE MC DELINQUENT NOTICES
 4. DATES 1966-1967

DATE: 5/20/68
 LOT NO.: 532
 RANGE: 16
 SECTION(S): 15-16
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. Nonrecord	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE Retain one year, then destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 4 RC Boxes: -
 1 RC Box with returns completed
 3 RC Boxes with returns not delivered (returned mail)

10. NUMBER OF CUBIC FEET

4 cu. ft.

2/17/74

Signature of Agency representative:

 HR-RM 11 (Rev.)

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE Motor Carrier Reports

4. DATES 1962-1963

DATE: 5/20/68
 LOT NO.: 528
 RANGE: 17
 SECTION(S): 6
 RECEIVED BY: GWS
 REMARKS:

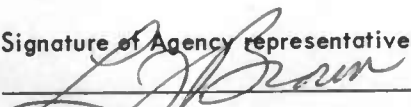
5. SCHEDULE NO. 8	6. ITEM NO. 5	7. SCHEDULED DISPOSAL DATE five years - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 6 RC Boxes, # 1-4 & #6-7

10. NUMBER OF CUBIC FEET

6 cuft.

Signature of Agency representative:

 HR-RM 11 (Rev.)

Record Center representative:

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury

Reporting Agency

Gasoline Tax - Lot 533

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Motor Carrier Reports	8	5	1962-1963	6 cu. ft.	12-5-73	Waste Paper

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

Paul C. Lamberson
Signature

Supply Officer I
Title

1/7/74
Date

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 534

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	Diesel Memo Sales	8	5	1955-1957, 1962-1965	4	2/5/74	Waste Paper

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

Paul P. Lamberson
Signature

Supply Officer I
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE DIESEL MEMO SALES

4. DATES 1955-1957, 1962-1965

DATE: 5/20/68
 LOT NO.: 534
 RANGE: 17
 SECTION(S): 6
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 5	7. SCHEDULED DISPOSAL DATE 5 yrs. - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

✓ 4 RC Boxes 2

4 cu. ft.

2/5/74

Signature of Agency representative:

Record Center representative:

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT 535

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1	G.T. Audits	8	4	1962-1964	8	2/5/74	Waste Paper

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

Paul O. Lamberson
Signature

Supply Officer I
Title

2/11/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE G.T.AUDITS
4. DATES 1962-1964

DATE: 5/20/80
LOT NO.: 535
RANGE: 17
SECTION(S): 1-7
RECEIVED BY: GWS
REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	4	5 yrs. - audit - destroy	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 8 RC Boxes

10. NUMBER OF CUBIC FEET

8 cu. ft.

2/5/74

Signature of Agency representative:

[Signature]
HR-RM 11(Rev.)

Record Center representative:

[Signature]

DESTROY

*per J. Coleman
6/3/71*

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

OK

[Handwritten checkmark]

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX
- 3. RECORD TITLE GRAF Check Record
- 4. DATES FY1965- FY 1967
(July, 1964-June, 1968)

DATE:	3/13/69
LOT NO.:	608
RANGE:	8
SECTION(S):	2
RECEIVED BY:	GWS
REMARKS:	<i>Activity OK by John Coleman 6/9/71 GWS.</i>

short

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE <i>To Book 6/15/71</i>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

79 IBM Card trays
(original endorsed cancelled checks)

10. NUMBER OF CUBIC FEET

27 cu. ft.

Signature of Agency representative:
[Signature]
HR-RM 11 (Rev.)

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Motor Carrier "R" Permits, Request and M. O.
 4. DATES 1965-1968

DATE:	<u>1/5/70</u>
LOT NO.:	<u>669</u>
RANGE:	<u>18</u>
SECTION(S):	<u>8/9</u>
RECEIVED BY:	<u>Gwr</u>
REMARKS:	

5. SCHEDULE NO. Non-schedule	6. ITEM NO. =	7. SCHEDULED DISPOSAL DATE 4 years or after audit which ever is later.	8. ACTUAL DISPOSAL DATE Jan 2, 1974 <u>Dec 12, 1972</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

W. U. M. O. Wires A-Z - 1965 - 1 Box
 W. U. M. O. Wires A-Z - 1966 - 1 Box
 "R" Permits - A-Z - 1966 - 4 Boxes
 "R" Permits - A-Z - 1967 - 6 Boxes
 Request A-Z - 1967 - 2 Boxes
 Request A-Z - 1968 - 2 Boxes

10. NUMBER OF CUBIC FEET

L

Signature of Agency representative:
William L. Heidel Jr.

Record Center representative:

AS out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

out

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE DD/MC File Maintenance Forms
- 4. DATES 1968 - 1969

DATE: 2/6/70
LOT NO.: 686
RANGE: 14
SECTION(S): 3,6
RECEIVED BY: CB
REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 5,7	7. SCHEDULED DISPOSAL DATE 5 yrs, audit, destroy	8. ACTUAL DISPOSAL DATE 4/3/73
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

dd/mc New Account F/M forms Feb. 68 @
March 69
Forms April 69 - Dec. 69 (1 box DD/MC changes Feb. & March 68)

Changes april 68 - Feb. 69
Changes March 69 - June 69

Dealer Diesel F/M forms Jan. 68 - Aug. 68

2 boxes receipted by copy letters 68 - 69
1 box renewal applications returned by post office

10. NUMBER OF CUBIC FEET

7 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

1285 out

out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax
- 3. RECORD TITLE Receipt File
- 4. DATES 1969

DATE: 2/6/70
 LOT NO.: 687
 RANGE: 14
 SECTION(S): 3-6
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE 4 yrs, audit, destroy	8. ACTUAL DISPOSAL DATE 4/3/73
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

carbons of cash receipts

10. NUMBER OF CUBIC FEET

3 cu. ft.

Signature of Agency representative:

Record Center representative:

205 out

out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE Cash Disbursements Sheets
- 4. DATES 65 - 69

DATE: 2/16/70
 LOT NO.: 695
 RANGE: 14
 SECTION(S): 3, 6
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 15	7. SCHEDULED DISPOSAL DATE 4 yrs, audit, destroy	8. ACTUAL DISPOSAL DATE <i>4/3/72</i>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

1 R.C. Box

10. NUMBER OF CUBIC FEET

1 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

12035 out

RECORDS TRANSMITTAL SHEET

out

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax
 3. RECORD TITLE Correspondence
 4. DATES 1955 - 1961

DATE: 2/6/70
 LOT NO.: 696
 RANGE: 14
 SECTION(S): 3,6
 RECEIVED BY: C.B.
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE Retain for three years, or audit, then destroy	8. ACTUAL DISPOSAL DATE <u>4/3/73</u>
----------------------------	----------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Audits, auditor's statements of application of Gas Tax Revenue

Signature of Agency representative: _____

10. NUMBER OF CUBIC FEET

2 cu. ft.

Record Center representative: _____

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Partical disposal Lot 708

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	refund files and refuhd claims	8	17	1970	20	10-8-74	Wastepaper

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

Paul Lamberon
Signature

Records Management Technician
Title

10-10-74
Date

[COPY]

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
2. DIVISION Taxation and Finance
3. RECORD TITLE Refund File - Gas Tax Refund Claims
4. DATES FY 1970

DATE:	6/6/70
LOT NO.:	705
RANGE:	705 14
SECTION(S):	16-17 7
RECEIVED BY:	C.B.
REMARKS:	Inspected

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>17</u>	7. SCHEDULED DISPOSAL DATE <u>3 years - audit - delay</u>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

20, RC Boxes arranged numerically by box #,
#1-20
(# 0001 - 07240)
20 RC Boxes arranged numerically by box #,
#21-40
(# 07247 - 13650)

10. NUMBER OF CUBIC FEET

R-14
S-7
40 cu ft

Signature of Agency representative: _____

Record Center representative: _____

DEPARTMENT OF GENERAL SERVICES
Holl of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401.

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

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 728

Division or Bureau

Submit in Duplicate
Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Carrier Fleet Application	188	7	1969-1970	7	9-4-75	burned in incinerator

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

Paul Amberson
Signature

Records Management Technician September 5, 1975
Title Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION Gasoline Tax
 3. RECORD TITLE Motor Carrier Fleet Applications
 4. DATES 1969-1970

DATE: 8/14/70
 LOT NO.: 728
 RANGE: 18
 SECTION(S): 9
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. <u>188</u>	6. ITEM NO. <u>7</u>	7. SCHEDULED DISPOSAL DATE <u>5 years-audit-destroy</u>	8. ACTUAL DISPOSAL DATE <u>9/4/75</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

7 R.C. Boxes # 1-6 (and 1A)

1-6 & 1A

10. NUMBER OF CUBIC FEET

7 cu.ft.

Mary Le Gore

Signature of Agency representative:

Record Center representative:

RS out

~~RS out~~

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION Gasoline Tax
- 3. RECORD TITLE Old Motor Carrier Audits
- 4. DATES 1966 and prior

DATE: 8-27-70
 LOT NO.: 736
 RANGE: 15
 SECTION(S): 12
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 4 - 5	7. SCHEDULED DISPOSAL DATE 5 years-audit-destroy	8. ACTUAL DISPOSAL DATE 4/12/72
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

3 R.C. Boxes, #1 - 3
sh

3 cu.ft.

Signature of Agency representative:
Ray Risley
 HR-RM 11(Rev.)

Record Center representative:

ROSmt

out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION Gasoline Tax

3. RECORD TITLE Western Union Messages A-Z

4. DATES 1969

DATE: 8-26-70
 LOT NO.: 737
 RANGE: 15
 SECTION(S): 12
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE <i>4/3/73</i>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

OK
1 R.C. Box, #4

10. NUMBER OF CUBIC FEET

1 cu.ft.

Signature of Agency representative:
Ray Rialley

Record Center representative:

RSBart

out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION Gasoline Tax

3. RECORD TITLE M. C. Requests

4. DATES 1965-1966-1967
1968-1969

DATE: 8-26-70
 LOT NO.: 738
 RANGE: 15
 SECTION(S): 12;
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. Non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE #10/73
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

18 R.C. Boxes, #1 - 18

10. NUMBER OF CUBIC FEET

18 cu.ft.

Signature of Agency representative:
Ray Kwoley
 HR-RM 11(Rev.)

Record Center representative:

2285 out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

more
date 4/28/73
out 4/30/73

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION Gasoline Tax

3. RECORD TITLE Refund Claims

4. DATES 1969-1970

DATE:	8-26-70
LOT NO.:	740
RANGE:	7 13
SECTION(S):	10 16-17
RECEIVED BY:	G.W.S.
REMARKS:	4/30/73 (See Lot # 492)

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 years - audit - destroy	4/30/73

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

20 R.C. Boxes, # 1 - 20

20 R.C. Boxes, #21 - 40

00001 - #13650

10. NUMBER OF CUBIC FEET

20 cu.ft.

20 cu.ft. # 0 7247 - 13650

40 cu.ft

Signature of Agency representative:
Ray Risky

Record Center representative:

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Lot 758

Division or Bureau

Submit in Duplicate
 Retain one copy and forward
 original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Vehicle License Applications	8	10	1969 thru 1970	11	9-4-75	burned in incinerator

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

Paul R. Lamberson
 Signature

Records Management Technician

Title

September 5, 1975

Date

Rosout

RECORDS TRANSMITTAL SHEET

out

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE DD/MC FM Forms
- 4. DATES July 1969 - December 1969

DATE: 1-15-71
LOT NO.: 759
RANGE: 14
SECTION(S): 6
RECEIVED BY: C.B.
REMARKS: <u>4/2/72</u>

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
188	5, 7	<u>4</u> yr. - audit - destroy	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

MC Changes July 1969 - December 1969

10. NUMBER OF CUBIC FEET

4 cu. ft.

Signature of Agency representative:

Arthur B. Bign Assis. Clerk

HR-RM 11(Rev.)

Record Center representative:

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 791

Division or Bureau

Submit in Duplicate

Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Vehicle Fuel Tax Audits	8	4-5	July 1, 1967 to June 30, 1969	57	9-4-75	burned in incinerator

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

Paul Lamberson
 Signature

Records Management Technician
 Title

September 5, 1975
 Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE MOTOR VEHICLE FUEL TAX AUDITS
- 4. DATES JULY 1, 1967 TO JUNE 30, 1969

DATE:	<i>6/1/71</i>
LOT NO.:	<i>791</i>
RANGE:	<i>18</i>
SECTION(S):	<i>3-4-5</i>
RECEIVED BY:	<i>C.B.</i>
REMARKS:	<i>See box # 587, 628, 912</i>

5. SCHEDULE NO. <i>8</i>	6. ITEM NO. <i>4-5</i>	7. SCHEDULED DISPOSAL DATE <i>5 year or audited by state auditors, then destroy</i>	8. ACTUAL DISPOSAL DATE <i>9/4/75</i>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

AUDIT NUMBERS 2598 THROUGH 3708 (57 BOXES) INCLUSIVE

*112 c Box - Returned audits
(Recovered after first shipment)*

10. NUMBER OF CUBIC FEET

57 CUBIC FEET

	<i>OK</i>
<i>1</i>	<i>" 7</i>
<i>58</i>	<i>" "</i>

Signature of Agency representative:

Arthur Boyje

HR-RM 11(Rev.)

ASSISTANT CHIEF

Record Center representative:

PCL

1 R.C. Box Return and audit

4300-5437

Fy 6-20-71
2 books memo audits
covering renewal

36

36 Box #42-56

18/6-7

30

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 792

Division or Bureau

Submit in Duplicate
 Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Cash Receipts (carbons)	non-scheduled			4	9-4-75	burned in incinerator

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

Paul Emberson
 Signature

Records Management Technician
 Title

September 5, 1975
 Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX
3. RECORD TITLE C?R Carbons (cash receipts)
4. DATES _____

DATE: 6/1/71
 LOT NO.: 792
 RANGE: 18
 SECTION(S): 8
 RECEIVED BY:
 REMARKS:

5. SCHEDULE NO. non-scheduled	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE 9/4/75
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<p>9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES</p> <p>4 R.C. Boxes, #1 - 4</p>	<p>10. NUMBER OF CUBIC FEET</p> <p>4 cu. ft.</p> <p align="center"><i>OK</i></p>
--	--

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

out

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE Gasoline Tax Refund Material

4. DATES 1942 - 1969

DATE: 11/17/71

LOT NO.: 838

RANGE: 14

SECTION(S): ~~6~~

RECEIVED BY: S-W-S

REMARKS:
Audited

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 years - audit - destroy	<u>4/2/73</u>

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Refund Cash Disbursements (2 Boxes)
 Box #1 - FY-1968
 Box #2 - FY-1969 and FY-1970

Refund History FY-1966 and Refund Write-Back and Reissue Files 1942-1969 (1 Box)

10. NUMBER OF CUBIC FEET

2 Cubic Feet

1 Cubic Foot

Signature of Agency representative:

Record Center representative:

RAS out

RECORDS TRANSMITTAL SHEET

out

(Prepare in Triplicate)

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE Gasoline Tax Refund FM Cards and Refund Audit Claim FM Cards.
- 4. DATES FY 1969, FY 1970, and FY 1971

DATE: 11/17/71
 LOT NO.: 838
 RANGE: 14
 SECTION(S): 6
 RECEIVED BY: GWS
 REMARKS:
 AUDITED

5. SCHEDULE NO. 8	6. ITEM NO. 12	7. SCHEDULED DISPOSAL DATE 3 years - audit - destroy	8. ACTUAL DISPOSAL DATE DATE 4/3/72
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

6 Boxes

Boxes Numbered 1 - 6, inclusive

Cards prepared on weekly basis. Each box contains approximately 6-months accumulation of cards. Inclusive dates are 10/16/68 - 6/23/71.

10. NUMBER OF CUBIC FEET *out*

6 Cubic Feet

Signature of Agency representative: *[Handwritten Signature]*

Record Center representative: _____

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

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

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Lot 838

Division or Bureau

Submit in Duplicate
Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Gasoline Tax Refund Claims	8	12	1970	21	9-4-75	burned in incinerator
2	Refund File Maintenance Cards	8	12	1969-1970	3	9-4-75	burned in incinerator

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

Paul Lamberson
Signature

Records Management Technician

Title

September 5, 1975

Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Gasoline Tax Refund Claims
 4. DATES Fiscal Year 1971

DATE: 7/17/71
 LOT NO.: P38
 RANGE: 14
 SECTION(S): ~~14~~ 8
 RECEIVED BY: gwp
 REMARKS: awaited

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 years - audit - destroy	<u>9/19/75</u>

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

21 boxes arranged numerically by box number.

Box Nos. 41 - 61, inclusive.

Claim sequence numbers 00001 - 06067.

Refund File Maintenance Cards
3 Boxes

#1 12/17/69 thru 7/1/70
 #2 7/1/70 thru 2/31/70 1st half F.Y.
 #3 1/1/71 thru 6/23/71 2nd half F.Y.
Range 14 Section 6

10. NUMBER OF CUBIC FEET

21 Cubic Feet

OK.

3 cu. ft.

Signature of Agency representative: _____

Record Center representative: PCL

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

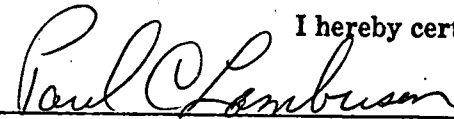
HALL OF RECORDS COMMISSION
STATE OF MARYLANDComptroller of the Treasury
Reporting Agency

Gasoline Tax Partival disposal Lot 839

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	General Accounting records	188	1	1966 thru 1971	6	10-8-74	Wastepaper

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



Signature

Records Management Technician

Title

10-10-74

Date

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION

STATE OF MARYLAND

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 853

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	Motor carrier "R" permits, requests, and M.G. W.U. telegrams			1970	15	10-8-74	Wastepaper

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

Paul C. Lombardi
Signature

Records Management Technician

Title

10-10-74

Date

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401.

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury
Reporting Agency

Gasoline Tax Lot 859
Division or Bureau

Submit in Duplicate
Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Carrier Decal Applications	8	10	2/6/70 thru 1/31/71	18	9-4-75	burned in incinerator

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

Paul Gibson
Signature

Records Management Technician
Title

September 6, 1975
Date

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

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

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division

Accession No. 860

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward
original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Fleet Vehicle Applications	188	7	March 1970 - Feb. 1971	6 cu. ft.	6/8/76	recycle

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

Paul Lamberson
Signature

Record Management Technician
Title

June 14, 1976
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
860	6 cu. ft.	1-6

Disposal Authority

Description of Records:

Fleet Vehicle Applications March 1, 1970 thru February 4, 1971

Sincerely yours,

Paul Lambertson

State Records Center, Annapolis Maryland.
Phone 267-5017

R 13 S 16 - 17.

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTRROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE FLEET VEHICLE APPLICATIONS

4. DATES MARCH 01, 1970 thru February 04, 1971

DATE: 01/31/72
LOT NO.: 560
RANGE: 13
SECTION(S): 17
RECEIVED BY: G. W. E.
REMARKS:

5. SCHEDULE NO. <i>188</i>	6. ITEM NO. <i>7</i>	7. SCHEDULED DISPOSAL DATE 1975 <i>5 years - credit - destroy</i>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

- Box 1 03/70
- " 2 03/70 continued
- " 3 03/18/70 - 04/03/70
- " 4 04/03/70 - 05/25/70
- " 5 05/70 - 08/70
- " 6 09/70 - 02/04/71

Signature of Agency representative:

Mary Y. LeGore
HR-RM 11 (Rev.)

Record Center representative:

PCJ

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

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

Comptroller of Treasury

Reporting Agency

Gasoline Tax Division Accession No. 861

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Carbons of Decal Applications	8	10	1970 - 1971	8 cu. ft.	6/8/76	Recycle

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

Paul Lomberson
Signature

Record Management Technician
Title

June 14, 1976
Date

R 13 5 16-17

Phone 267-5017

State Records Center, Annapolis Maryland.

Lester L. Emberton
Sincerely yours,

Carbons of Decal Applications 1970 - 1971

Description of Records:

Disposal Authority

861	8 cu. ft.	1-8
Accession or Lot Number	Cubic Feet	Box Numbers

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Subject: Disposal Clearance

To: Comptroller of the Treasury
Gasoline Tax Division

Date May 15, 1976

HALL OF RECORDS
Records Management Division
State Records Center

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE CARBONS OF DECAL APPLICATIONS '70-'71
- 4. DATES 02/01/70 to 01/31/71

DATE: 01/31/72
LOT NO.: 861
RANGE: 13
SECTION(S): 16-17
RECEIVED BY: G. W. S.
REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
<i>8</i>	<i>10</i>	1975 <i>4 years duration</i>	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- BOX 1 Feb. & Mar. 1970
- BOX 2 April, 1970
- BOX 3 MAY, 1970
- BOX 4 June., 1970
- BOX 5 July & August, 1970
- BOX 6 Sept. & Oct., 1970
- BOX 7 Nov. & Dec., 1970
- BOX 8 January, 1971

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Mary J. Le Goe

HR-RM 11 (Rev.)

Record Center representative:

pac

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401.

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 863

Division or Bureau

Submit in Duplicate.

Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Gas Tax Audits	8	4 -5	FY ending 6/30/70	21	9-4-75	burned in incinator

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


Signature

Records Management Technician
Title

September 5, 1975
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Gas Tax Audits
 4. DATES FY ending 6/30/70

DATE:	12/15/72
LOT NO.:	863
RANGE:	18
SECTION(S):	5-6
RECEIVED BY:	GWS
REMARKS:	

5. SCHEDULE NO. 8	6. ITEM NO. 4 and 5	7. SCHEDULED DISPOSAL DATE 5 years and audit by State auditor, then destroy	8. ACTUAL DISPOSAL DATE 9/4/75
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

~~20~~ R.C. Boxes, #3709 - 429^P

10. NUMBER OF CUBIC FEET

~~20~~²¹ cu. ft.

May Le Gore

Signature of Agency representative:

Record Center representative:

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSALComptroller of the Treasury

Reporting Agency

Gasoline Tax

Lot 863

Division or Bureau

Submit in Duplicate

Retain one copy and forward
original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Vehicle Fuel Tax Audits	8	4-5	Fiscal Year ending June 30, 1970	2	9-4-75	burned in incinerator

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

Paul Chamberlain

Signature

Records Management Technician

Title

September 5, 1975

Date

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

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

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 873

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	File Maintenance	188	5,7	Jan. 1970 - July 1971	12	6/8/76	Recycle

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

Paul Lambertson
Signature

Record Management Technician
Title

June 14, 1976
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Galoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

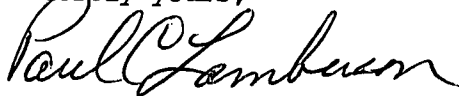
Accession or Lot Number	Cubic Feet	Box Numbers
873	12 cu. ft.	1-12

Disposal Authority

Description of Records:

File Maintenance Jan. 1970 thru July 1971

Sincerely yours,



State Records Center, Annapolis Maryland.

Phone 267-5017

R 12 5 11

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE FILE MAINTENANCE
- 4. DATES JAN. 70 - JULY 71

DATE:	Mar 8/72
LOT NO.:	873
RANGE:	12
SECTION(S):	11
RECEIVED BY:	
REMARKS:	965

5. SCHEDULE NO. 188	6. ITEM NO. 5, 7	7. SCHEDULED DISPOSAL DATE 5 yrs - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
- BOX # 1 JAN 70 - FEB 70 PART 1
 - 2 FEB 70 - MARCH 70 PART 1
 - 3 MARCH 70 PART 2
 - 4 APRIL 70 - MAY 70
 - 5 MAY 70 - JULY 70
 - 6 AUG . 70 - SEPT. 70 PART 1
 - 7 SEPT. 70 - DEC . 70
 - 8 JAN . 71 - FEB . 71
 - 9 FEB 71 - MARCH 71
 - 10 MARCH 71 - APRIL 71
 - 11 APRIL 71 - MAY 71
 - 12 MAY 71 - JULY 71

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

Record Center representative:

pez

DEPARTMENT OF GENERAL SERVICES
Holl of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of Treasury

Reporting Agency

Gasoline Tax Division Accession No. 874

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Motor Carrier File Maintenance Cancellations	188	5,7	Jan. 1968 - March 1971	11 cu. ft.	6/8/76	Recycle

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

Paul Chambers
Signature

Record Management Technician
Title

June 14, 1976
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
874	11 cu. ft.	1-11

Disposal Authority

Description of Records:

Motor Carrier File Maintenance Cancellations Jan. 1968 - March 1971

Sincerely yours



State Records Center, Annapolis Maryland.

Phone 267-5017

R 12 S 11-12

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE MOTOR CARRIER FILE MAINTENANCE CANCELLATIONS
- 4. DATES JAN. 68 - MARCH 71

DATE:	<u>5/8/72</u>
LOT NO.:	<u>874</u>
RANGE:	<u>12</u>
SECTION(S):	<u>11-12</u>
RECEIVED BY:	<u>QWS</u>
REMARKS:	

5. SCHEDULE NO. <u>188</u>	6. ITEM NO. <u>5, 7</u>	7. SCHEDULED DISPOSAL DATE <u>5 years - audit - destroy</u>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- BOX # 1 - JAN. 68 - AUG. 68
- # 2 JAN. 69 - MARCH 69
- # 3 APRIL 69 - JUNE 69
- # 4 JULY 69 - SEPT. 69
- # 5 OCT. 69 - DEC. 69
- # 6 JAN. 70 - MARCH 70
- # 7 APRIL 70
- # 8 MAY 70 - JULY 70
- # 9 ~~SEPT.~~ AUG. 70 - DEC. 70
- # 10 JAN. 71 - MARCH 71
- # 11 MARCH 71

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

HR-RM 11(Rev.)

Record Center representative:

PCY

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
Treasury Building, Rm. 305
Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 881

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward
original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Partical Disposal File Maintenance New Accounts	188	5,7	Jan.1970-Sept.1971	4 cu.ft.	June 8, 1976	Recycle
1	Registration returned for Cancell- ation	"	"	1970 - 1971	4 cu.ft.	" " "	"
					Total 8 cu.ft.		

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


Signature

Record Management Technician
Title

June 14, 1976
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
881	4 cu. ft.	1-4

Disposal Authority

Description of Records:

File Maintenance New Accounts Jan. 1970 - Sept. 1971

Sincerely yours,



State Records Center, Annapolis Maryland.

Phone 267-5017

R/2 512

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
881	4 cu. ft.	1-4

Disposal Authority

Description of Records:

Registrations returned for Cancellation 1970 thru 1971

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.

Phone 267-5017

R12512-10

HR-RM-101

11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE REGISTRATIONS RETURNED FOR CANCELLATION
- 4. DATES 1970-71

DATE:	5/15/72
LOT NO.:	881
RANGE:	12
SECTION(S):	12-①
RECEIVED BY:	965
REMARKS:	

5. SCHEDULE NO. 188	6. ITEM NO. ' 5, 7	7. SCHEDULED DISPOSAL DATE 5 yrs. - audit - clearing	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX # 1 DECAL & FLEET

2	"	"
3	"	"
4	"	"

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

HR-RM 11(Rev.)

Record Center representative:

965

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION GASOLINE TAX DIVISION
 3. RECORD TITLE FILE MAINTENANCE
NEW ACCOUNTS
 4. DATES JAN. 70 - SEPT. 71

DATE: 5/5/92
 LOT NO.: 881
 RANGE: 12
 SECTION(S): 12-~~12~~
 RECEIVED BY: SW
 REMARKS:

5. SCHEDULE NO. <u>188</u>	6. ITEM NO. <u>5, 7</u>	7. SCHEDULED DISPOSAL DATE <u>5 yrs - audit, duty</u>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
 BOX # 1. JAN. 70 - JUNE 70
 # 2. JULY 70 - NOV. 70
 # 3. DEC. 70 - MAY 71
 # 4. FEB 71 - SEPT. 71

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

HR-RM 11(Rev.)

Record Center representative:

PCZ

HALL OF RECORDS
Records Management Division
State Records Center

Date May 31, 1977

To: Mr. Howard Fitzgerald
Gasline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on July 1, 1977.
They will be destroyed as scheduled if no reply is received within one
month from the date of this letter. If you do not concur in this action,
please return this letter and justify continued retention on the reverse
side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
881	6	1-6

Disposal Authority

Description of Records:

Registrations returned for cancellation 1971 thru 1972

Sincerely yours,

Paul C. Lamberson
State Records Center, Annapolis Maryland.
Phone 269-3017

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE REGISTRATIONS RETURNED FOR CANCELLATION
4. DATES 1971-72

DATE: 5/15/72

LOT NO.: 881

RANGE: 12

SECTION(S): 12-0

RECEIVED BY: 905

REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
<u>188</u>	<u>57</u>	<u>5 yrs - asset - Medical</u>	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX # | DECAL & FLEET

2 | " | "

3 | " | "

4 | " | "

5 | " | "

6 | DECAL & FLEET
+
RETURNED BY P.O.

10. NUMBER OF CUBIC FEET

8/3/77

Signature of Agency representative:

Record Center representative:

PCL

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLANDComptroller of the Treasury
Reporting AgencyGasoline Tax Division 912
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1-17	Motor Fuel Tax Audits 4300 - 5407	8	4 & 5	FY ending 6/30/71	34	08/03/77	Recycle

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

Paul Lamberson
Signature

Record Management Technician
Title

08/10/77
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May, 1, 1977

To: **Howard FitzGerald**
Gasoline Tax

Subject: Disposal Clearance

The records described below are eligible for disposal on July 1, 1977.
They will be destroyed as scheduled if no reply is received within one
month from the date of this letter. If you do not concur in this action,
please return this letter and justify continued retention on the reverse
side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
<u>912</u>	<u>34</u>	<u>1-34</u>

Disposal Authority

Description of Records:

~~Motor Fuel Tax Audits Fiscal year ending 6/30/71~~

Sincerely yours,
Paul C. Lamberson

Paul C. Lamberson
State Records Center, Annapolis Maryland.

Phone 269-3017

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Division of Gasoline Tax

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
912	34 cu. ft.	1-34

Disposal Authority

Description of Records:

Motor Fuel Tax Audits Fiscal year ending 6/30/71

Please retained until further notice.

Edward J. Hensley

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.
Phone 267-5017

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Division of Gasoline Tax

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
912	34 cu. ft.	1-34

Disposal Authority

Description of Records:

Motor Fuel Tax Audits Fiscal year ending 6/30/71

Sincerely yours,

State Records Center, Annapolis Maryland.
Phone 267-5017


CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
 Reporting Agency

Gasoline Tax Divison 933
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1-7	Motor Carrier changes F/M Documents			October 1971 - March 1972	7	08/03/77	Recycle

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


 Signature

Record Management Technician
 Title

August 10, 1977

Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 31, 1977

To: Mr. Howard Fitzgerald
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on July 1, 1977. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
<u>933</u>	<u>7</u>	<u>1 - 7</u>

Disposal Authority

Description of Records:

Motor Carrier changes F/M documents October 1971 to March 1972.

Sincerely yours,

Paul C. Lamberson
State Records Center, Annapolis Maryland.
Phone 269-3017

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE MOTOR CARRIER CHANGES
FLM DOCUMENTS
4. DATES OCTOBER 1971 TO MARCH 1972

DATE:	11/16/77
LOT NO.:	933
RANGE:	14
SECTION(S):	6
RECEIVED BY:	G.W.J.
REMARKS:	

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
-----------------	-------------	----------------------------	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
- Box 1 = AUGUST 1971 TO SEPTEMBER 1971
 - Box 2 = SEPTEMBER 1971 TO OCTOBER 1971
 - Box 3 = OCTOBER 1971 TO NOVEMBER 1971
 - Box 4 = NOVEMBER 1971 TO DECEMBER 1971
 - Box 5 = JANUARY 1972 TO FEBRUARY 1972
 - Box 6 = FEBRUARY 1972 TO MARCH 1972
 - Box 7 = MARCH 1972 TO MARCH 1972

10. NUMBER OF CUBIC FEET

7. Cu ft.

8/3/77

Signature of Agency representative: _____

Record Center representative: RCR

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
 Reporting Agency

Gasoline Tax Division 934
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1-5	Motor Carrier F/M Documents cancellations			April 1971 - March 1972	5	08/03/77	Recycle

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

Paul Lamberson
 Signature

Record Management Technician
 Title

08/10/77
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 31, 1977

To: Mr. Howard Fitzgerald
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on July 1, 1977. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
934	5	1-5

Disposal Authority

Description of Records:

Motor carrier F/M documents cancellations April 1971 thru March 1972

Sincerely yours,

Paul C. Lamberson
State Records Center, Annapolis Maryland.

Phone 3017

HR-RM-101 11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
3. RECORD TITLE MOTOR CARRIER FM DOCUMENTS CANCELLATIONS
4. DATES APRIL 1971 TO MARCH 1972

DATE:	11/16/72
LOT NO.:	974
RANGE:	14
SECTION(S):	6
RECEIVED BY:	G.W.S.
REMARKS:	

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE 1977	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- Box 1 = APRIL 1971 TO MAY 1971 PART I
- Box 2 = MAY 1971 PART II TO AUGUST 1971 PART I
- Box 3 = AUGUST 1971 PART II TO NOVEMBER 1971
- Box 4 = DECEMBER 1971 TO FEBRUARY 1972 PART I
- Box 5 = FEBRUARY 1972 PART II TO MARCH 1972

10. NUMBER OF CUBIC FEET

5 cu ft

8/3/77

Signature of Agency representative:

Record Center representative:

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 947

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	C.R. Carbons	188	16	Fy 1972	23 cu. ft.	6/8/76	Recycle

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

Paul Lamberson
 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
947	23 cu. ft.	1-23

Disposal Authority

Description of Records:

C.R. Carbons FY 1972

Can be dispose of

Sincerely yours,

Paul Lombason

State Records Center, Annapolis Maryland.
Phone 267-5017

R 12 5 10

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE C. R. Carbons
 4. DATES FY 1972

DATE: 12/18/72
 LOT NO.: 947
 RANGE: 12
 SECTION(S): 10
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 16	7. SCHEDULED DISPOSAL DATE 4 yrs, audit and destroy	8. ACTUAL DISPOSAL DATE
----------------------------	-----------------------	--	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

23 R.C. Boxes, #1 - 23

10. NUMBER OF CUBIC FEET

23 cu. ft.

Signature of Agency representative:

Mary G. Le Hou

 HR-RM-11(Rev.)

Record Center representative:

per

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury
Reporting Agency

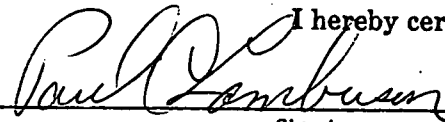
Gasoline Tax

Lot 957

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	Gasoline tax refund claims	8	12	1971	5	10-7-74	Wastepaper

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


Signature

Records Management Technician
Title

10-10-74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Gasoline Tax Refund Claims
 4. DATES Fiscal Year 1971

DATE:	1/17/73
LOT NO.:	9577
RANGE:	12
SECTION(S):	09
RECEIVED BY:	S. WS
REMARKS:	

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	12	3 years - audit - destroy	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

5 boxes arranged numerically by box number

Box Numbers:

62	Sequence #'s	06068-06376
63		06377-06800
64		06801-07209
65		07210-07568
66		07569-07935

10. NUMBER OF CUBIC FEET

5 Cubic Feet

10-7-74

Signature of Agency representative: _____

Record Center representative: per

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 958

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Original decal applications	8	10	Feb. 1971 - Dec. 1972	19 cu. ft.	6/8/76	recycle

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

Paul Lember
 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
958	19 cu. ft.	1-19

Disposal Authority

Description of Records:

Original decal applications Feb. 11, 1971 thru Dec. 3, 1972

Sincerely yours,

Paul Lomburo

State Records Center, Annapolis Maryland.
Phone 267-5017

R12 517-18

HR-RM-101 11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE ORIGINAL DECAL APPLICATIONS

4. DATES FEB. 11, 1971 THRU FEB. 03, 1972

DATE:	<u>1/17/93</u>
LOT NO.:	<u>958</u>
RANGE:	<u>12</u>
SECTION(S):	<u>17-18</u>
RECEIVED BY:	<u>SW5</u>
REMARKS:	

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>10</u>	7. SCHEDULED DISPOSAL DATE <u>1976 (4 yrs - BEST COPY)</u>	8. ACTUAL DISPOSAL DATE
---------------------------------	------------------------------	---	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

10. NUMBER OF CUBIC FEET

BOX #

- | | | | |
|-----|----------------|----|----------------|
| 1. | 02-11-71 | TO | 02-25-71 |
| 2. | 02-26-71 | TO | 03-02-71 |
| 3. | 03-03-71 | TO | 03-04-71 |
| 4. | 03-05-71 | TO | 03-08-71 |
| 5. | 03-09-71 | TO | 03-10-71 PT I |
| 6. | 03-10-71 PT II | TO | 03-21-71 |
| 7. | 03-15-71 | TO | 03-16-71 PT I |
| 8. | 03-16-71 PT II | TO | 03-17-71 PT I |
| 9. | 03-17-71 PT II | TO | 03-19-71 PT I |
| 10. | 03-19-71 PT II | TO | 03-19-71 PT II |
| 11. | 03-23-71 | TO | 03-26-71 |
| 12. | 03-29-71 | TO | 03-31-71 PT I |
| 13. | 03-30-71 PT II | TO | 04-02-71 PT I |
| 14. | 04-02-71 PT II | TO | 04-02-71 PT II |
| 15. | 04-06-71 | TO | 04-21-71 |
| 16. | 04-22-71 | TO | 06-04-71 |
| 17. | 06-07-71 | TO | 08-06-71 |
| 18. | 08-09-71 | TO | 11-05-71 |
| 19. | 11-08-71 | TO | 02-03-72 |

Signature of Agency representative:

Patricia L. Martin

Record Center representative:

SW5

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 959

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Fleet Applications	none	none	Feb. 1971 - Feb. 1972	8 cu. ft.	June 8, 1976	recycle

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

Paul Lamberson
 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptrollef of the Treasury
Gasoline Tax Division.

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
959	8 cu. ft.	1-8

Disposal Authority

Description of Records:

n Fleet applications Feb. 24, 1971 thru Feb. 3, 1972

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.
Phone 267-5017

R12517

HR-RM-101 11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE FLEET APPLICATIONS
- 4. DATES FEB. 24, 1971 THRU FEB. 03, 1972

DATE:	1/17/73
LOT NO.:	959
RANGE:	12
SECTION(S):	17
RECEIVED BY:	
REMARKS:	OK BY AGENCY - 4 yrs

5. SCHEDULE NO. <i>NON SCHEDULED</i>	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <i>1976 (RETAIN 4 yrs)</i>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX #

- | | | | |
|----|----------|----|----------|
| 1. | 02-24-71 | TO | 03-04-71 |
| 2. | 03-05-71 | TO | 03-16-71 |
| 3. | 03-17-71 | TO | 03-30-71 |
| 4. | 03-31-71 | TO | 05-05-71 |
| 5. | 05-07-71 | TO | 07-08-71 |
| 6. | 07-09-71 | TO | 10-05-71 |
| 7. | 10-06-71 | TO | 01-05-72 |
| 8. | 01-06-72 | TO | 02-03-72 |

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Patricia L. Martin

HR-RM 11(Rev.)

Record Center representative:

POY

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 960

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Carbons of Decal Applications	8	10	Feb. 1971 - Jan. 1972	8 cu. ft.	June 8, 1976	Recycle

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


 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
960	8 cu. ft.	1-8

Disposal Authority

Description of Records:

Carbons of decal applications, Feb. 11, 1971 thru Jan. 24, 1972

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.

Phone 267-5017

R12 516-17

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE CARBONS OF DECAL APPLICATIONS

4. DATES FEB. 11, 71 THRU JAN. 24, 1972

DATE:	<u>1/27/73</u>
LOT NO.:	<u>960</u>
RANGE:	<u>12</u>
SECTION(S):	<u>16-18</u>
RECEIVED BY:	<u>G.W.J</u>
REMARKS:	 <u>OK BY AGENCY</u> <u>4420.</u>

5. SCHEDULE NO. <u>8</u>	6. ITEM NO. <u>10</u>	7. SCHEDULED DISPOSAL DATE <u>1976 (4 YRS - DESTROY)</u>	8. ACTUAL DISPOSAL DATE
---------------------------------	------------------------------	---	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX #

1.	02-11-71	TO	04-01-71
2.	04-06-71	TO	04-15-71
3.	04-31-71	TO	05-05-71
4.	05-06-71	TO	06-04-71
5.	06-07-71	TO	07-08-71
6.	07-09-71	TO	09-03-71
7.	09-30-71	TO	10-31-71
8.	11-08-71	TO	01-24-72

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Patricia L. Martin

HR-RM 11(Rev.)

Record Center representative:

PLZ

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

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

Comptroller of Treasury

Reporting Agency

Gasoline Tax Division Accession No. 882

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
	Partical Disposal						
1	Decals returned by Post Office	188	5,7	1969 thru 1971	2 cu. ft.	June 8, 1976	Recycle
1	Motor Carrier Mail Returned by Post Office	"	"	1970 thru 1971	2 cu.ft.	" "	"
1	Motor Carrier Mail returned by Post Office	"	"	1968 thru 1970	3 cu.ft.	" "	"
					7 cu.ft. Total		

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


 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
RECORDS MANAGEMENT DIVISION
RECORD CENTER

Date: July 2, 1975

TO: Comptroller of the Treasury
Gasoline Tax Div.
Motor Carrier Mail Returned
By Post Office

Dear Mrs. LeGore

The records listed below, currently stored in the Record Center, are eligible for disposal in accordance with the retention period established for them:

Lot No.	Sched. No.	Item No.	Title	Dates
892 R. 12 S. 13	188	5,7	Box #1 thru #3 , Acct #40 thru #74	1968 - 70

These records will be disposed of during the month of July. Please post this date on your copies of the Record Transmittal Sheets. After the disposal has been accomplished, Certificates of Destruction for these records will be prepared by our office and forwarded to you for signature.

Sincerely yours,

R12 SB

Records Management Technician

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

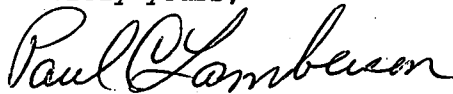
Accession or Lot Number	Cubic Feet	Box Numbers
882	2 cu. ft.	1-2

Disposal Authority

Description of Records:

Motor Carrier Mail Returned by Post Office 1970 thru 1971

Sincerely yours,



State Records Center, Annapolis Maryland.
Phone 267-5017

R 12 513

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
882	2 cu. ft.	1-2

Disposal Authority

Description of Records:

Decals returned by Post Office 1969 thru 1971

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.

Phone 267-5017

R12 513

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIV.
- 3. RECORD TITLE MOTOR CARRIER MAIL RETURNED
BY POST OFFICE
- 4. DATES 1969-70

DATE:	5/15/72
LOT NO.:	882
RANGE:	12
SECTION(S):	13
RECEIVED BY:	905
REMARKS:	

5. SCHEDULE NO. <u>188</u>	6. ITEM NO. <u>507</u>	7. SCHEDULED DISPOSAL DATE <u>5 yrs - audit, destroy</u>	8. ACTUAL DISPOSAL DATE
-----------------------------------	-------------------------------	---	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX # 1 ACCT # 40 - 49
 # 2 50 - 59
 # 3 60 - 74

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

HR-RM 11(Rev.)

Record Center representative:

per

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE DECALS RETURNED BY POST OFFICE
- 4. DATES 1969-71

DATE:	5/15/72
LOT NO.:	882
RANGE:	12
SECTION(S):	13
RECEIVED BY:	gws
REMARKS:	

5. SCHEDULE NO. 188	6. ITEM NO. 5,7	7. SCHEDULED DISPOSAL DATE 5 yrs - audit - closing	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Box # 1 - 1969-70
Box # 2 - 1970-71

10. NUMBER OF CUBIC FEET

Signature of Agency representative:

Sally Wilson

HR-RM 11(Rev.)

Record Center representative:

PEZ

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIV.
- 3. RECORD TITLE MOTOR CARRIER MAIL RETURNED
BY POST OFFICE
- 4. DATES 1970-71

DATE:	5/15/72
LOT NO.:	882
RANGE:	12
SECTION(S):	13
RECEIVED BY:	905
REMARKS:	

5. SCHEDULE NO. 188	6. ITEM NO. 57	7. SCHEDULED DISPOSAL DATE 5 yrs - audit - destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

BOX # 1 ACCT. # 40116-72871

BOX # 2 ACCT. # 76523-82779

10. NUMBER OF CUBIC FEET

Record Center representative: _____

Signature of Agency representative:

Sally Wilson

902

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
Reporting Agency

Gasoline tax Lot 961
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	Accounting Records	188	1	1969 thru 1971	30	10-7-74	Wastepaper

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

Paul C. Lambson
Signature

Records Management Technician
Title

10-10-74
Date

RECORDS TRANSMITTAL SHEET

Page 1

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Accounting Records
 4. DATES Fiscal Year 1969-1971

DATE: 1/07/73
 LOT NO.: 961
 RANGE: 12
 SECTION(S): 8-9
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE Three years or audit then destroy	8. ACTUAL DISPOSAL DATE
----------------------------	----------------------	--	-------------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
- Box #1 - Monthly Financial Statement (Fiscal Year 1969 & 1970)
 - #2 - Monthly Financial Statements (Fiscal Year 1971)
Zero Expense Account Reports (1/71-6/71)
 - #3 - Postage & Xerox Billings (June 1970 - June 1971)
 - #4 - Write Back/Reissues of Refund checks and Bank Recons (7/69 thru 6/71)
 - #5 - Refund F/M (G. T. 100-1 & 100-3) (7/70-6/71)
 - #6 - Refund F/M (G. T. 100-1 & 100-3) (7/72-6/72)
- Continued*

10. NUMBER OF CUBIC FEET

15 Cubic Feet

10-7-74

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Accounting Records
 4. DATES Fiscal Year 1969 - 1971

DATE: 1/17/73
 LOT NO.: 961
 RANGE: 12
 SECTION(S): 8-9
 RECEIVED BY: 9. W.S.
 REMARKS:

5. SCHEDULE NO. <u>188</u>	6. ITEM NO. <u>1</u>	7. SCHEDULED DISPOSAL DATE <u>Three years or audit then destroy</u>	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING
 MAJOR FILE BREAKS AND INCLUSIVE DATES

Box #7 - Time Reports (7/69 - 12/70)

#8 - Leave Records (1964, 1968, 1969,
1970)

#9 - Refund F/M (GT 100-1 & 100-3)
(Fiscal Year 1970)

#10 - Refund F/M (GT 100-1 & 100-3)
(Fiscal Year 1969)

#11-19 - SEE p. 3

#20 - Automobile Reports (1/71 - 6/71)
Certificates of Deposit (Fiscal Year
1969)

#21 - Certificates of Deposit-7/9/69 -
7/16/71 (Fiscal Year 1970 & 1971)

#22 - Automobile Reports (Fiscal Years
1968-1969)

10. NUMBER OF CUBIC FEET

15 cubic feet

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

Page 3

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Correspondence, Requests, Letters from which reports were made
 4. DATES 1969 - 1971

DATE: 1/17/73
 LOT NO.: 961
 RANGE: 12
 SECTION(S): 8-9
 RECEIVED BY: G. U. S.
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	1, 3, 4	3 years then destroy	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- Box #11 - Application Request Info. - 11/70-3/71
 Fleet Info. - 1970 & 1971
- #12 - Letters or correspondence from which reports were made up in office - 9/70-3/71
- #13 - Motor Carrier Letters 1/70-12/70
- #14 - 1969 1G Correspondence Files
- #15 - 1969 1G Correspondence Files
- #16 - 1970 1G Correspondence Files
- #17 - 1970 1G Correspondence Files
- #19 - Fiscal Year 1970 Decal Cancellations

10. NUMBER OF CUBIC FEET

15 cubic feet

Continued

Signature of Agency representative:

Record Center representative:

RECORDS TRANSMITTAL SHEET

Page *5f*

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Accounting Records
 4. DATES Fiscal Year 1969 - 1971

DATE: *1/17/77*
 LOT NO.: *961*
 RANGE: *12*
 SECTION(S): *8-9*
 RECEIVED BY: *G. W. S.*
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE Three years or audit then destroy	8. ACTUAL DISPOSAL DATE
----------------------------	----------------------	---	-------------------------

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Box #23 - Automobile Reports (Fiscal Years 1970) Some 1967

#24 - Working Fund Account Info:
 Bank Recons-2/27/70 - 6/30/71
 Check Stubs - 1967-1971
 U.S. Savings Bond Account
 7/03/70 (Closed)

(Cont. on p. 5)

10. NUMBER OF CUBIC FEET

15 cubic feet

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

Page 5

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Correspondence, Requests, letters from which reports were made
 4. DATES 1969 - 1971

DATE: 11/17/73
 LOT NO.: 961
 RANGE: 12
 SECTION(S): 8-9
 RECEIVED BY: g-w-s
 REMARKS:

5. SCHEDULE NO. 8	6. ITEM NO. 1, 3, A	7. SCHEDULED DISPOSAL DATE 3 years then destroy	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Box #25 - Correspondence from which reports were made out in office 1970, and Misc. Acctg. Records.

#26 - Lease Agreements Fiscal Year 1970

#27 - M/C Application Requests 1971 (M-Z)

#28 - M/C Application Requests 1971 (A-L)

#29 - "R" Permits 1971 (A-S)

#30 - "R" Permits 1971 (S-Z)

10. NUMBER OF CUBIC FEET
 15 cubic feet

Signature of Agency representative:

Record Center representative:

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury
Reporting Agency

Gasoline Tax Division 963
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1-64	Motor fuel tax audits 5408 - 6440	8	4,5,7	FY ending 6/30/72	64	08/03/77	Recycle

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

Paul Lombuso

Signature

Record Management Technician

Title

08/10/77

Date

HALL OF RECORDS
Records Management Division
State Records Center

Date ~~May 31, 1977~~

To: Mr. Howard Fitzgerald
Gasoline Tax Division
Subject: Disposal Clearance

The records described below are eligible for disposal on ~~July 1, 1977~~. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
963	64	1-64

Disposal Authority

Description of Records:

~~Motor fuel tax audits Fiscal year ending 6/30/72~~

Sincerely yours,

Paul C. Lamberson
State Records Center, Annapolis Maryland.
Phone 269-3017

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Motor Fuel Tax Audits
 4. DATES Fiscal Year Ending 6/30/72

DATE: 11/30/73
 LOT NO.: 963
 RANGE: 18
 SECTION(S): 9 10-12
 RECEIVED BY: SWS
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE 5 years or audited by State Auditors then destroy	8. ACTUAL DISPOSAL DATE
8	4, 5, & 7		

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
 64 boxes listed numerically by Audit Number:

10. NUMBER OF CUBIC FEET
 64 cubic feet

- ~~1-5408-5419-21-5700-5717 41-6029-6040~~
- ~~2-5420-5440-22-5718-5732 42-6041-6050~~
- ~~3-5440-5445-23-5733-5750 43-6051-6069~~
- ~~4-5446-5454-24-5751-5762 44-6070-6089~~
- ~~5-5455-5463-25-5762A-5769 45-6090-6109~~
- ~~6-5464-5478-26-5769-5779 46-6110-6122~~
- ~~7-5479-5489A-27-5780-5799 47-6123-6132~~
- ~~8-5490-5510-28-5800-5823 48-6133-6145~~
- ~~9-5511-5533-29-5824-5840 49-6146-6170~~
- ~~10-5534-5543-30-5841-5858 50-6171-6185~~
- ~~11-5544-5558-31-5859-5874 51-6186-6197~~
- ~~12-5559-5573-32-5875-5908 52-6198-6224~~
- ~~13-5574-5592-33-5909-5929 53-6225-6243~~
- ~~14-5593-5605-34-5930-5942A 54-6244-6267~~
- ~~15-5606-5620-35-5942-5961 55-6268-6277~~
- ~~16-5621-5631-36-5961A-5976 56-6278-6294~~
- ~~17-5632-5650-37-5976-5981 57-6295-6315~~
- ~~18-5651-5668-38-5982-5993 58-6316-6326~~
- ~~19-5669-5683-39-5994-6003 59-6327-6350~~
- ~~4-5684-5699-40-6004-6028 60-6351-6370~~
- ~~41-6371-6385~~
- ~~62-6386-6399~~
- ~~63-6400-6427~~
- ~~64-6428-6440~~

8/3/77

Signature of Agency representative:
 Donald H. Rowan

Record Center representative: pez

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury
Reporting Agency

Gasoline Tax Lot no. 967
Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	Delinquent F/M 1970 January to June 1971			1970 to 1971	3	10/7/74	Wastepaper

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

Paul Chamberlain
Signature

Records Management Technician
Title

10-10-74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY COMPTROLLER OF THE TREASURY
- 2. DIVISION GASOLINE TAX DIVISION
- 3. RECORD TITLE DELIQUENT F/M
- 4. DATES JANUARY 1970 TO JUNE 1971

DATE: 11/19/70
 LOT NO.: 962
 RANGE: 12
 SECTION(S): 013
 RECEIVED BY: G. Coe
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE <i>Retain 3 yrs - destroy</i>	8. ACTUAL DISPOSAL DATE <i>1975</i>
-----------------	-------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
- BOX 1. JANUARY 1970 TO AUGUST 1970
PART 1
 - BOX 2. AUGUST 1970 TO DECEMBER 1970
PART 2
 - BOX 3. JANUARY 1971 TO JUNE 1971

10. NUMBER OF CUBIC FEET

10-779

Record Center representative: *peL*

Signature of Agency representative: _____

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 975

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address.

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	"R" Permits, "T" Permits, Application Requests			1969, 1971, 1972	9 cu. ft.	6/8/76	Recycle

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

Paul Lamberson
Signature

Record Management Technician
Title

June 14, 1976
Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

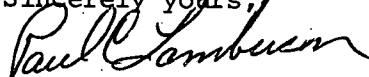
Accession or Lot Number	Cubic Feet	Box Numbers
975	9 cu. ft.	1-9

Disposal Authority

Description of Records:

"R" Permits, "T" Permits, Application Requests 1969, 1971, 1972

Sincerely yours,



State Records Center, Annapolis Maryland.

Phone 267-5017

R13 510 OK

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE "R" Permits, "T" Permits, Application Requests
 4. DATES 1969, 1971, 1972

DATE: 3/21/73
 LOT NO.: 975
 RANGE: 13
 SECTION(S): 10
 RECEIVED BY: G.W.J.
 REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO. ---	7. SCHEDULED DISPOSAL DATE 4 years or after audit, whichever is later	8. ACTUAL DISPOSAL DATE March 19, 1977
--------------------------------------	------------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

"R" Permits 1971
 1971 C-D 1 Box #1
 1971 D-G 1 Box #2
 1971 H-L 1 Box #3
 1971 K-M 1 Box #4
 1971 M-Q 1 Box #5
 1971 Q-R 1 Box #6

NOTE: 1971 "R" Permits A-C & S-Z were sent down 1/17/73.

"T" Permits
 1969 A-Z, 1970 A-Z. 1 Box #7

Application Requests 1972
 1972 A-K 1 Box #8
 1972 L-Z 1 Box #9

10. NUMBER OF CUBIC FEET
 9 Cubic Feet

Signature of Agency representative:

Donald R. Sawatz

HR-RM 11(Rev.)

Record Center representative:

PCY

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

CERTIFICATE OF RECORDS DISPOSAL

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 988

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Original Decal & Fleet Applications	8	10	1/1/72 - 2/5/73			
1	Carbon Decal & Fleet Applications	"	"	2/28/76 - 10/25/72	39	6/8/76	Recycle
					39 cu. ft. Total		

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

Paul Lamberson
 Signature

Record Management Technician
 Title

June 14, 1976
 Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
988	39 cu. ft.	

Disposal Authority

Description of Records:

Original Decal & Fleet Applications, Carbon Decal & Fleet Applications

Original Decal Applications 1-1-72 to 2-5-73, Carbon Decal Applications
1-18-72 to 2-05-73, Fleet Applications 2-28-72 to 10-25-72

Sincerely yours,

Paul C. Lemberon

State Records Center, Annapolis Maryland.
Phone 267-5017

R 13 511-13 OK

HR-RM-101 11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY
2. DIVISION GASOLINE TAX DIVISION
ORIGINAL DECAL & FLEET APPLICATIONS
3. RECORD TITLE CARBON DECAL & FLEET APPLICATIONS
ORIGINAL DECAL APPL. 1-1-72 to 2-5-73
CARBON DECAL APPL. 1-18-72 to 2-05-73
4. DATES FLEET APPLICATIONS 2-28-72 to 10-25-72

DATE: 5/4/73
 LOT NO.: 984
 RANGE: 13
 SECTION(S): 11-13
 RECEIVED BY: G.W.L.
 REMARKS:
4 yr retention
is sufficient ok by
Murray DeGore 5/4/73

5. SCHEDULE NO. <u>#8</u>	6. ITEM NO. <u>10</u>	7. SCHEDULED DISPOSAL DATE <u>4 yr. - Destroy</u>	8. ACTUAL DISPOSAL DATE
----------------------------------	------------------------------	--	-------------------------

<p>9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES</p> <p>DECAL APPLICATIONS (ORIGINALS) 24 BOXES</p> <p>DECAL APPLICATIONS (CARBONS) 8 BOXES</p> <p>FLEET APPLICATIONS (ORIG. & CARBON) 7 BOXES</p>	<p>10. NUMBER OF CUBIC FEET</p> <p>DATE--1-01-72 TO 2-05-73</p> <p>DATE--1-18-72 TO 2-05-73</p> <p>DATE--2-28-72 TO 10-25-72</p>
--	--

Signature of Agency representative:
Donald H. Paswater

Record Center representative:

PCY

DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 Treasury Building, Rm. 305
 Annapolis, Maryland 21401

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

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division Accession No. 982

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Western Union 25-day Permits	none	none	7/1971 - 6/1972	4 cu. ft.	6/8/76	Recycle

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

Paul Lamberson

Signature

Record Management Technician

Title

6/8/76

Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 15, 1976

To: Comptroller of the Treasury
Gasoline Tax Division

Subject: Disposal Clearance

The records described below are eligible for disposal on June 30, 1976. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
982	4 cu. ft.	1-4

Disposal Authority

Description of Records:

Western Union 25-day Permits July 1971 thru June 1972

Sincerely yours,

Paul Lamberson

State Records Center, Annapolis Maryland.

Phone 267-5017

R13 510 OK

HR-RM-101 11/73

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE Western Union 25-day Permits
- 4. DATES July 1971 through June 1972

DATE: <u>4/3/73</u>
LOT NO.: <u>982</u>
RANGE: <u>17</u>
SECTION(S): <u>10</u>
RECEIVED BY: <u>903</u>
REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO. ----	7. SCHEDULED DISPOSAL DATE 4 years of after audit, which- ever is later	8. ACTUAL DISPOSAL DATE 4/01/77
--------------------------------------	-------------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES
- Box #1 - July 1971 thru October 1971
 - Box #2 - November 1971 thru February 1972
 - Box #3 - March 1972 thru April 1972
 - Box #4 - May 1972 thru June 1972

10. NUMBER OF CUBIC FEET

4 cubic feet

Signature of Agency representative:

[Handwritten Signature]

HR-RM 11(Rov.)

Record Center representative:

[Handwritten Signature]

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
Reporting Agency

Gasoline Tax

Lot 1009

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	"R" permits, "T" permits			1972 and 1968	7	10-8-74	Wastepaper

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

Paul Lambert
Signature

Records Management Technician
Title

10-10-74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE "R" Permits, "T" Permits
 4. DATES 1972, 1968

DATE: 6/14/73
 LOT NO.: 1009
 RANGE: 13
 SECTION(S): 13
 RECEIVED BY: gws
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
Non-Scheduled	---	4 years or after audit, whichever is later	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- Box # 1 - "R" Permits A-E
- Box # 2 - "R" Permits F-J
- Box # 3 - "R" Permits K-N
- Box # 4 - "R" Permits O-R
- Box # 5 - "R" Permits S-Z
- Box # 6 - "T" Permits
- Box # 7 - "T" Permits

10. NUMBER OF CUBIC FEET

7 cubic feet

Signature of Agency representative:

J. F. [Signature]

Record Center representative:

PLT

CERTIFICATE OF RECORDS DISPOSAL

**To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

Comptroller of the Treasury

Reporting Agency

Gasoline Tax Division

1010

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1-23	Motor Fuel Tax Audits 6441 - 6833	8	4,5,7	7/1/71 - 6/30/72	23	08/03/77	Recycle

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

Paul C. Lumberson

Signature

Record Management Technician

Title

08/10/77

Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 31, 1977

To: **Mr. Howard Fitzgerald**
Gasoline Tax

Subject: Disposal Clearance

The records described below are eligible for disposal on July 31, 1977. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
1010	23	1-23

Disposal Authority

Description of Records:

Motor Fuel Tax Audits 7-1-71 - 6-30-72

Sincerely yours,

Paul C. Lamberson

State Records Center, Annapolis Maryland.
Phone 269-3017

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE MOTOR FUEL TAX AUDITS

4. DATES 7-1-71 - 6-30-72

DATE: 6/14/73
 LOT NO.: 1010
 RANGE: 13
 SECTION(S): 13-14
 RECEIVED BY: GWS
 REMARKS:

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
8	4, 5 & 7	5 years or audited by State Auditor	

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Box #1	6441 - 6461
Box #2	6462 - 6469
Box #3	6470 - 6476
Box #4	6477 - 6493
Box #5	6494 - 6520
Box #6	6521 - 6539
Box #7	6540 - 6551
Box #8	6552 - 6564
Box #9	6565 - 6580
Box #10	6581 - 6603
Box #11	6604 - 6612
Box #12	6613 - 6619
Box #13	6620 - 6642
Box #14	6643 - 6660
Box #15	6661 - 6671
Box #16	6672 - 6678
Box #17	6679 - 6691
Box #18	6692 - 6711
Box #19	6712 - 6728
Box #20	6729 - 6742
Box #21	6743 - 6753
Box #22	6754 - 6786
Box #23	6787 - 6833

10. NUMBER OF CUBIC FEET

23 Cubic Feet

8/3/77

[Handwritten Signature]

Signature of Agency representative:

Record Center representative:

[Handwritten Signature]

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
 Reporting Agency

Gasoline Tax Division 74A14
 Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1A -15A	Cash Receipts (original Documents) SEQ. 00001 - 53149			07/09/70 - 10/29/71	15	08/03/77	Recycle

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

Paul Lamber
 Signature

Record Management Technician
 Title

08/10/77
 Date

RECORDS TRANSMITTAL AND RECEIPT

To Be Completed At State Records Center,

CASH RECEIPTS (ORIGINAL DOCUMENTS)

Accession No.

Date Records Received

74A-14

1/17/74

FROM: (Name and Division of Transferring Agency)

GASOLINE TAX DIVISION

Signature

Paul C. Lamberson

Title

Supply Officer I

2. Address of Agency:

ANNAPOLIS, MARYLAND

3. TO: STATE RECORDS CENTER

01/17/74

4. Agency Official (Signature)

Mary N. Le Gore

5. Building & Room No.

6. Telephone No.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Annapolis
Range 15
Section 10

BOX 1A
BOX 2A
BOX 3A
BOX 4A
BOX 5A
BOX 6A
BOX 7A
BOX 8A
BOX 9A
BOX 10A
BOX 11A
BOX 12A
BOX 13A
BOX 14A
BOX 15A

07/09/70 - 07/29/70 SEQ. 00001 - 11650
07/30/70 - 08/31/70 SEQ. 11651 - 23774
08/31/70 - 10/27/70 SEQ. 23775 - 35999
10/27/70 - 11/23/70 SEQ. 36000 - 50702
11/24/70 - 01/27/71 SEQ. 50703 - 63971
01/27/71 - 02/11/71 SEQ. 63979 - 76513
02/16/71 - 03/18/71 SEQ. 76514 - 88488
03/19/71 - 04/16/71 SEQ. 88489 - 01775
04/16/71 - 04/30/71 SEQ. 01776 - 14898
04/30/71 - 05/27/71 SEQ. 14899 - 26748
05/28/71 - 07/20/71 SEQ. 26749 - 05401
07/20/71 - 07/31/71 SEQ. 05402 - 16564
07/31/71 - 09/29/71 SEQ. 16565 - 29042
09/30/71 - 10/29/71 SEQ. 29042 - 41243
10/29/71 - 11/16/71 SEQ. 41245 - 53149

5 years

8/13/77

(Use Plain Unlined Paper For Continuation Sheets)

CERTIFICATE OF RECORDS DISPOSAL
To Be Submitted to the Records Management Division
HALL OF RECORDS COMMISSION
STATE OF MARYLAND

Comptroller of the Treasury
 Reporting Agency
 Gasoline Tax Division 74A18

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
	ORIGINAL CASH RECEIPTS						
16a	SEQ. 53150 - 65104			11/17/71 - 01/19/72	1	8/03/77	Recycle
17a	" 65105 - 77934			01/19/72 - 01/31/72	1	" "	"
18a	" 77935 - 89902			01/31/72 - 02/29/72	1	" "	"
19a	" 89903 - 01590			03/07/72 - 03/30/72	1	" "	"
20a	" 01591 - 14461			03/30/72 - 04/21/72	1	" "	"
21a	" 14462 - 27172			04/21/72 - 04/30/72	1	" "	"
22a	" 27173 - 39183			04/30/72 - 06/06/72	1	" "	"
23a	" 39184 - 03726			06/07/72 - 07/20/72	1	" "	"
24a	" 03727 - 08798			07/20/72 - 07/26/72	1	" "	"
25a	" 08799 - 11490			07/26/72 - 07/28/72	1	" "	"
				TOTAL	10		

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

Paul Lambertson

Signature

Record Management Technician

Title

08/10/77

Date

HALL OF RECORDS
Records Management Division
State Records Center

Date May 31, 1977

To: **Mr. Howard Fitzgerald**
Gasoline Tax Division
Subject: Disposal Clearance

The records described below are eligible for disposal on July 11, 1977. They will be destroyed as scheduled if no reply is received within one month from the date of this letter. If you do not concur in this action, please return this letter and justify continued retention on the reverse side. Include also a new disposal date for these records.

Accession or Lot Number	Cubic Feet	Box Numbers
74A18	10	16A - 25A

Disposal Authority

Description of Records:

Original cash receipts 11/17/71 SEQ. 53150-65104 thru

07/26/ 72 SEQ. 08799 - 11490

Sincerely yours,

Paul C. Lamberson
State Records Center, Annapolis Maryland.

Phone 269-3017

RECORDS TRANSMITTAL AND RECEIPT

To Be Completed At State Records Center

Accession No.

Date Records Received

74A-18

2/5/74

1. FROM: (Name and Division of Transferring Agency)
GASOLINE TAX DIVISION

Signature

Paul C. Lamberon

Title

Supv. AD-1

2. Address of Agency:
ANNAPOLIS, MD.

3. TO: STATE RECORDS CENTER

01/18/74 02/05/74

4. Agency Official (Signature)

Mary H. Le Sue

5. Building & Room No.

6. Telephone No.

7. Records Location (Center)

8. Box Numbers

9. Description of Records With Inclusive Dates

10. Disposal Authority (Schedule and Item No.)

Annapolis
Range 15
Sections 10-11

16A
17A
18A
19A
20A
21A
22A
23A
24A
25A

ORIGINAL CASH RECEIPTS
11/17/71 - 01/19/72 SEQ. 53150 - 65104
01/19/72 - 01/31/72 SEQ. 65105 - 77934
01/31/72 - 02/29/72 SEQ. 77935 - 89902
03/07/72 - 03/30/72 SEQ. 89903 - 01590
03/30/72 - 04/21/72 SEQ. 01591 - 11461
04/21/72 - 04/30/72 SEQ. 11462 - 27172
04/30/72 - 06/06/72 SEQ. 27173 - 39183
06/07/72 - 07/20/72 SEQ. 39184 - 03726
07/20/72 - 07/26/72 SEQ. 03727 - 08798
07/26/72 - 07/28/72 SEQ. 08799 - 11490

5 YEARS

8/3/77

(Use Plain Unlined Paper For Continuation Sheets)

ANNAPOLIS

CERTIFICATE OF RECORDS DISPOSAL

To Be Submitted to the Records Management Division

**HALL OF RECORDS COMMISSION
STATE OF MARYLAND**

COMPTROLLER OF THE TREASURY

Reporting Agency

GASOLINE TAX LOT NOT ASSIGNED

Division or Bureau of Reporting Agency

Item No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic or Linear Feet)	Date of Disposal	Method of Disposal
		Schedule No.	Item No.				
1.	Gas Tax Motor IBM Runs			1961-1964	2	2/5/74	Waste Paper

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

Paul C. Lamberson
Signature

Supply Officer I
Title

2/5/74
Date

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)



1. AGENCY COMPTROLLER OF THE TREASURY

2. DIVISION GASOLINE TAX DIVISION

3. RECORD TITLE GAS TAX MOTOR TRM RUNS

4. DATES 1961 - 1964

DATE: 5/20/68

LOT NO.: Not assigned

RANGE: 7

SECTION(S): 6

RECEIVED BY: GWS

REMARKS:

5. SCHEDULE NO. Nonrecord	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

✓ 2 Rc Boxes

10. NUMBER OF CUBIC FEET

2 cu. ft.

2/5/74

Signature of Agency representative: *[Signature]*

HR-RM 11(Rev.)

Record Center representative: _____

ABS out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

On

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax
- 3. RECORD TITLE Correspondence
- 4. DATES 1955 - 1961

DATE: 2/6/70
 LOT NO.:
 RANGE: 14
 SECTION(S):
 RECEIVED BY: 3,6
 REMARKS: C.B.

5. SCHEDULE NO. 188	6. ITEM NO. 1	7. SCHEDULED DISPOSAL DATE Retain for three years, or audit, then destroy	8. ACTUAL DISPOSAL DATE <u>4/3/73</u>
----------------------------	----------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

Audits, auditor's statements of application of Gas Tax Revenue

10. NUMBER OF CUBIC FEET

2 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

RAS out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

out

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax Division
- 3. RECORD TITLE Refund Accounts (cancelled checks)
- 4. DATES 50,51,53,55,60,64-65, 65, 66

DATE: 2/6/70
 LOT NO.:
 RANGE: 14
 SECTION(S): 3,6
 RECEIVED BY: CB
 REMARKS:

5. SCHEDULE NO. 188	6. ITEM NO. 14	7. SCHEDULED DISPOSAL DATE 4 yrs, audit, destroy	8. ACTUAL DISPOSAL DATE <i>4/0/73</i>
----------------------------	-----------------------	---	--

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

write backs

10. NUMBER OF CUBIC FEET

3 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

Res out

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

anf

1. AGENCY _____
 2. DIVISION Comptroller of the Treasury
Gasoline Tax Division
 3. RECORD TITLE _____
Receipt File
 4. DATES _____
63-66

DATE:
 LOT NO.: 2/6/70
 RANGE:
 SECTION(S): 14
 RECEIVED BY: 3,6
 REMARKS: CB

5. SCHEDULE NO.	6. ITEM NO.	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE
188	16	4 yrs, audit, destroy	<u>4/3/73</u>

9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

E-W Compact Reports 63 - 66 A-0, 0-z

Diesel Seller/oser tax report 63 - 66

Trial Magistrates 58 - 63

10. NUMBER OF CUBIC FEET

2 cu. ft.

3 cu. ft.

5 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

205 mt

*amt
4/3/73*

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

- 1. AGENCY Comptroller of the Treasury
- 2. DIVISION Gasoline Tax division
- 3. RECORD TITLE Non record material
- 4. DATES 1968

DATE: 2/6/70
 LOT NO.:
 RANGE: 14
 SECTION(S): 3,6
 RECEIVED BY: CB
 REMARKS:
 Disposed of upon receipt

5. SCHEDULE NO. 188	6. ITEM NO. -----	7. SCHEDULED DISPOSAL DATE Immediately	8. ACTUAL DISPOSAL DATE <i>4/3/73</i>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

~~Vehicles~~, decal C/R, Buildings, and related Intermediate Accounting Non-record

10. NUMBER OF CUBIC FEET

42.3 cu. ft.

Signature of Agency representative: _____

Record Center representative: _____

RECORDS TRANSMITTAL SHEET

(Prepare in Triplicate)

on TRASH RANGE

1. AGENCY Comptroller of the Treasury
 2. DIVISION Gasoline Tax Division
 3. RECORD TITLE Miscellaneous Accounting Documents
Non-Record
 4. DATES 1966 through 1970

DATE: 9/27/72
 LOT NO.: 715
 RANGE: TRASH RANGE
 SECTION(S): RANGE
 RECEIVED BY: G.W.S.
 REMARKS:

5. SCHEDULE NO. Non-Scheduled	6. ITEM NO. ----	7. SCHEDULED DISPOSAL DATE	8. ACTUAL DISPOSAL DATE <u>4/3/73</u>
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9. NUMERICAL LISTING BY BOX NUMBER, SHOWING MAJOR FILE BREAKS AND INCLUSIVE DATES

- ✓ Postage & Xerox Cards
Box 1 - 10
July 1966 - June 1970
- ✓ Refund Check Cards-Recon
Box 11 - 14
July 1968 - October 1969
- ✓ Refund Gallonage Cards
Box 15 - 17
November 1966 - August 1967
- ✓ Miscellaneous
Box 18
1967 - 1970

10. NUMBER OF CUBIC FEET

18 Cubic Feet

out

Boxes # 1-6
on TRASH RANGE

Signature of Agency representative: _____

Record Center representative: _____

Nov 15 / 9-10
DMPR - 2812 C Bona