Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#6	Montgomery	County	-1-2
	Court			County	

(332)

eries		Authori	zotion	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, londfill, etc.)
	Civil Judgments 1974 87 W 1014			1974	. 36		

Destruction Approved by Holl of Records Commission

Destruction Certification

Destruction Certification

Stote Archivist

Signature of Court Official

Instructions for Preparation and Submission on Reverse Side



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Rockville DistrictCourt Montgomery

Court

County

	Authorization		Inclusive			Method of
Include Title and/or Form Number	Retention Sched. No.	îtem No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred landfill, etc.)
	•		1970-1975	22.5		``
		•				
	*					
	Expungements 1970-1975	Description of Records Include Title and/or Form Number Retention Sched. No. Expungements 1970-1975	Description of Records Include Title and/or Form Number Relention Sched. No. No. Expungements 1970-1975	Description of Records Include Title and/or Form Number Retention Sched. No. Retention Sched. No. Particular Title and/or Form Number Retention Sched. No. 110 Destroyed Destroyed 1970-1975	Description of Records include Title and/or Form Number Retention Sched. No. Retention Sched. No. Retention Sched. No. 1 item No. 1 i	Description of Records include Title and/or Form Number Relention Sched. No. No. Relention Sched. No. No. Item Destroyed (Cubic Feet) Destroyed (Cubic Feet) Destroyed (Cubic Feet) Destroyed (Cubic Feet) Destroyed (Cubic Feet)

Destruction Certification

State Archivist

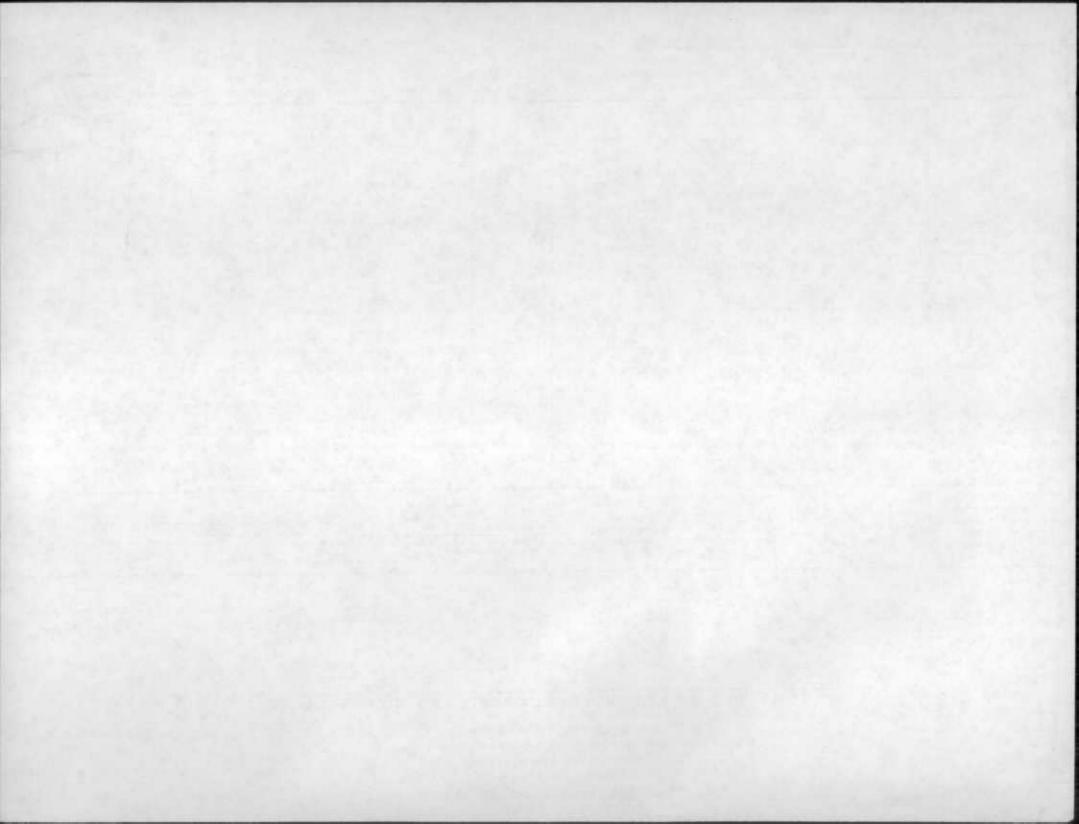
Signature of Caurt Official

Title

Date

Q. 022-MS

Instructions far Preparation and Submission on Reverse Side





PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

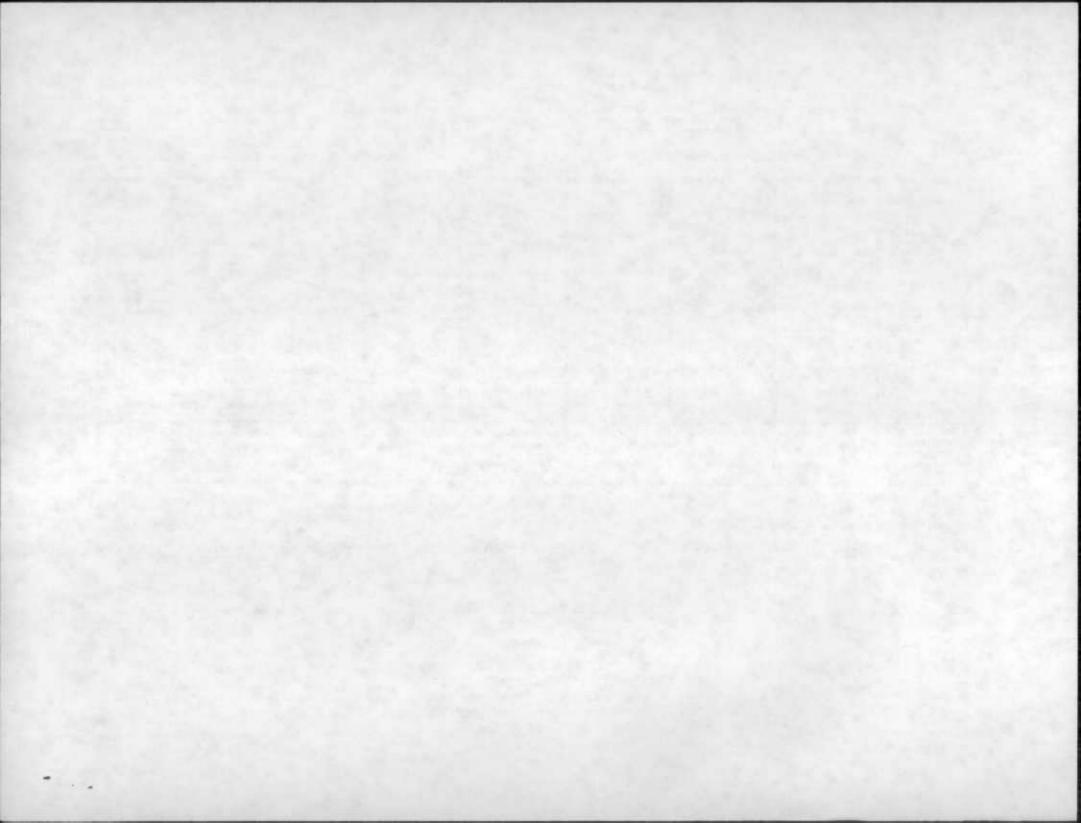
COUNTY

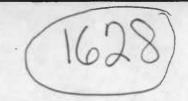
DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1978	16	ASAP	

Destruction Approved	by Hall of Records Commission	Destruction Certificati		
			-	
Date	State Archivist	Signature of Court Official	Title	Date



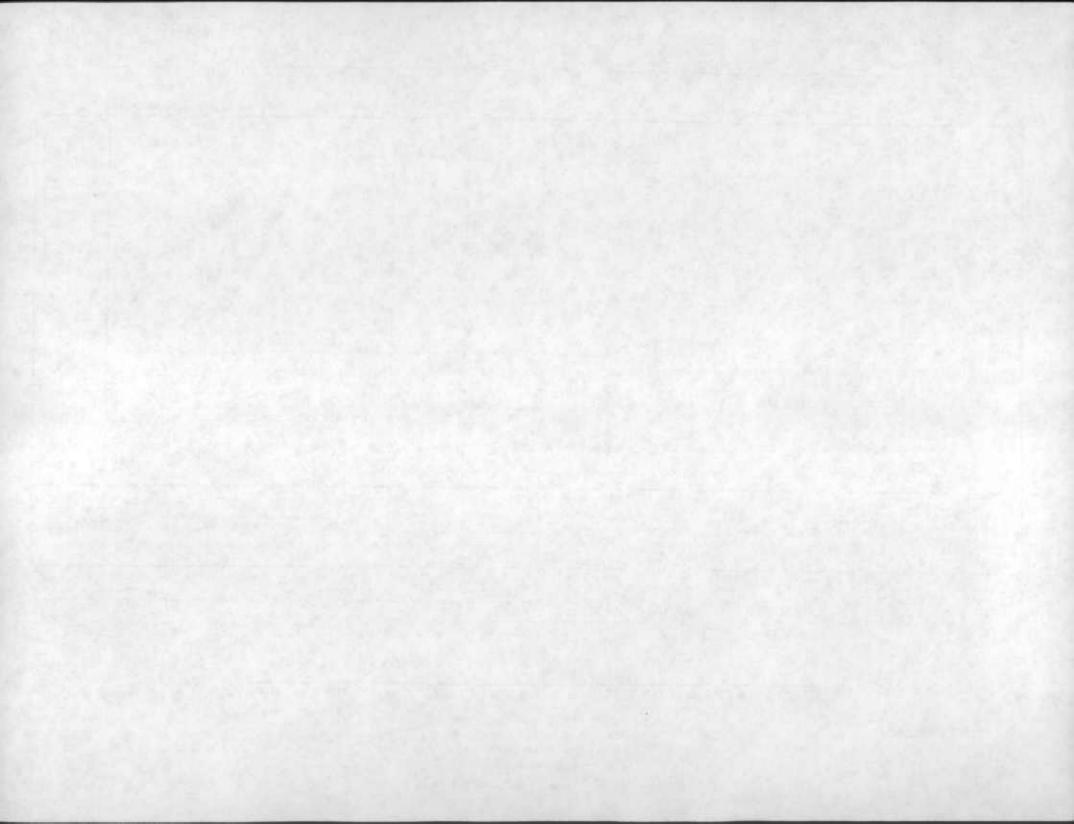


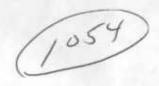
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Md.	Montgomery	11/1/96	90A62	2	Dist.	#6
COURT	COUNTY	DATE	90A6	1		
		Authorization	Inclusi ve			

		Autho	rization	Inclusive	Volume	Date of	Method of Destruction (Recycle, shred, landfill, etc.)	
Series No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction		
	Civil J Boxes stripped material only	975	SecII	1979	27			
	Civil J. Boxes Stripped material only	975	Sec II	1978	18			
					· · · · · · · · · · · · · · · · · · ·			
			-		7.57			
					a sto		-	
					1 1			

Destruction Approved by Hall of Records Commission	. Destruction Certification	
Date State Archivist	Signature of Court Official Title	Date
ev. 10/83 DCS_EE0_0	Instructions for Preparation and Submission on Reverse Side	





PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

86 A 43 86 A 42

DISTRICT COURT #6 MONTGOMERY CO July 20, 1993

DISTRICT COURT RECORDS CENTER

COURT

COUNTY

DATE

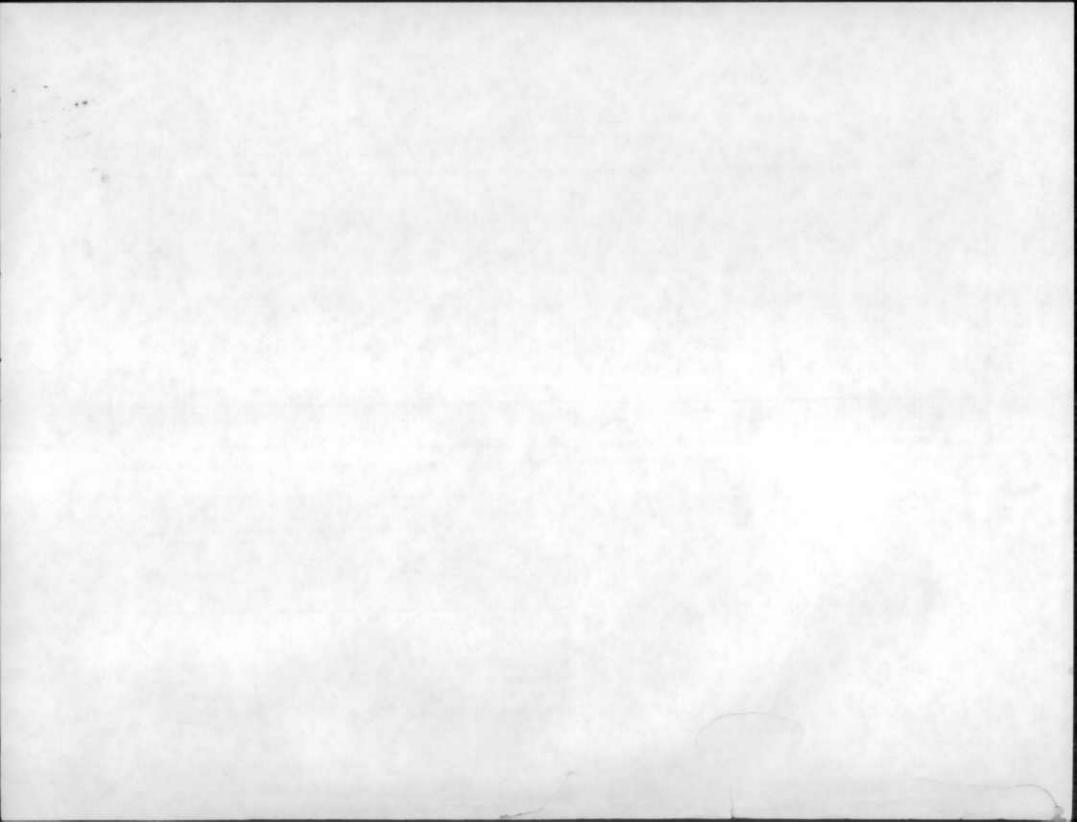
CUSTODY OF RECORDS AT TIME OF DESTRUCTION

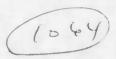
Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	CIVIL - STRIP MATERIAL ONLY	975	11	1978 - 1979	53	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date	State Archivist	Signature of Court Official	Title	Date
				Date





2076

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

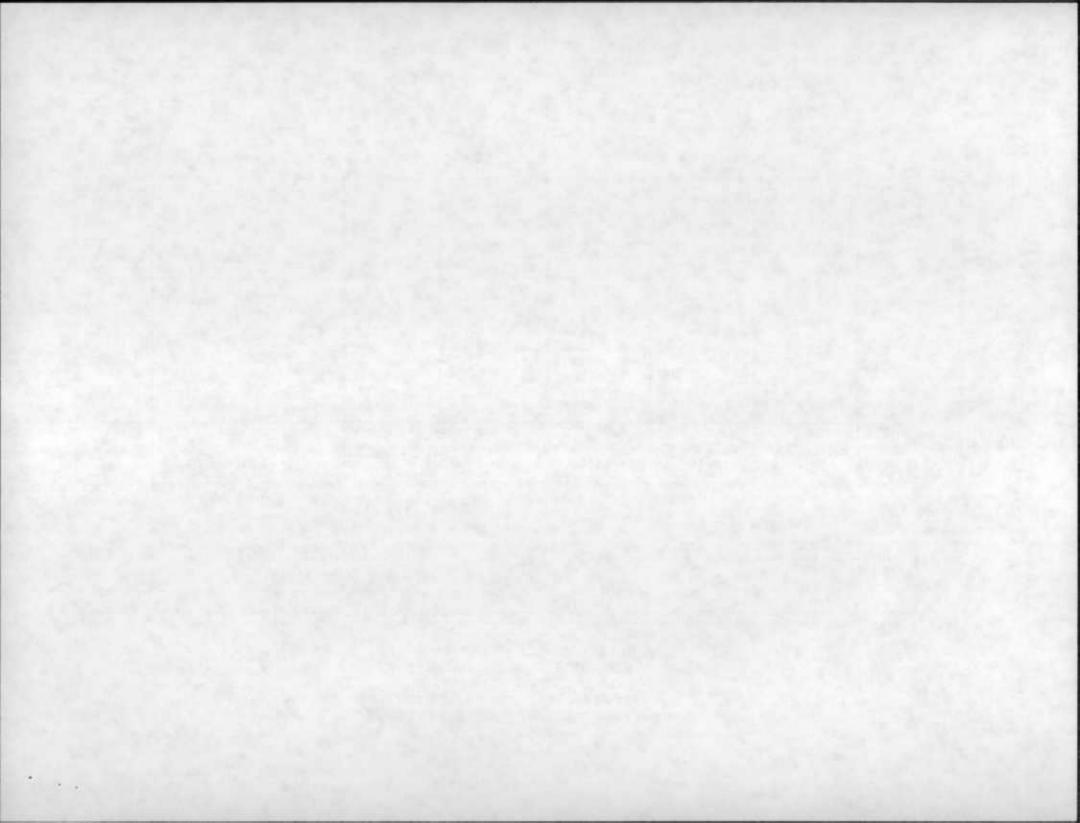
COUNTY

DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1979	6	ASAP	

Destruction Approved	by Hall of Records Commission	Destruction Certification				
Date	State Archivist	Signature of Court Official	Title	Date		



Hall of Records Commission
Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

D	i	S	t	r	i	C	t	Court
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Montgomery #6

4/21/87

(174)

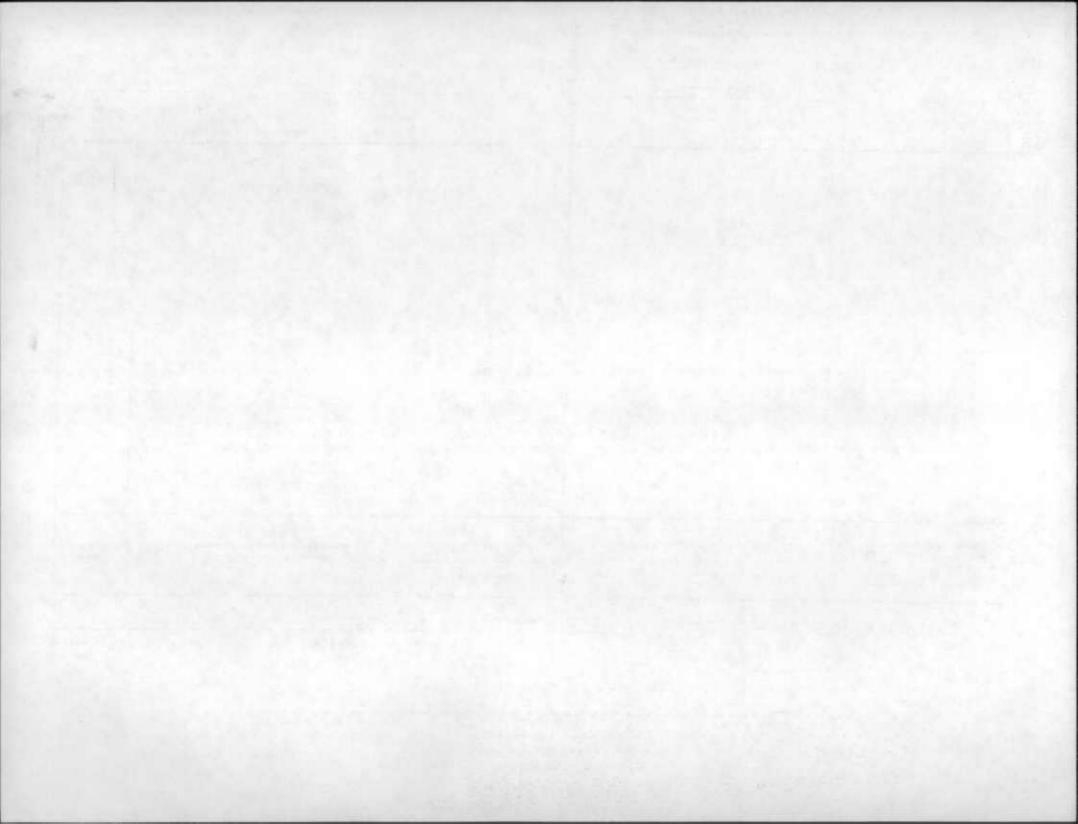
COURT

COUNTY

DATE

	Authorization		Inclusive	Volume	Date of	Method of Destruction (Recycle, shred,
Description of Records Include Title and/or Form Number	Retention School No.	Item No.	Dotes of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, (andfill, etc.)
MISCELLANEOUS RECORDS						
correspondence, misc. papers	975 Sec.V	Item a	1971 thru 1980	2		
	MISCELLANEOUS RECORDS correspondence, misc.	Description of Records Include Title and/or Form Number Retention Sched. No. MISCELLANEOUS RECORDS correspondence, misc. 975	Description of Records Include Title and/or Form Number Retention Sched. No. Retention Sched. No. MISCELLANEOUS RECORDS correspondence, misc. 975 Item a	Description of Records Include Title and/or Form Number MISCELLANEOUS RECORDS correspondence, misc. Petention Sched. No. Retention No. Item No. Item No. 1971 thru	Description of Records Include Title and/or Form Number MISCELLANEOUS RECORDS correspondence, misc. Description of Records Retention Sched. No. Retention Sched. No. Item a 1971 thru 2	Description of Records Include Title and/or Form Number MISCELLANEOUS RECORDS correspondence, misc. Description of Records Item a 1971 thru 2

Destruction Approved b	y Hall of Records Commission	Destruction Cer	micanon	
Date	State Archivist	Signature of Court Official	Title	Date
Rev. 10/83 DGS-550-9		Instructions for Preparation and	Submission on Revers	se Side



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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D:	1	S.	E.	r	1	C	t	C	o	u	r	Ε.	#	D.

Montgomery County

Court

County

		Authori	zation	Inclusive		Date of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, lendfil, etc.)
	1981 Civil Files				188		
		1 1874					
							Link -L
	Destruction Approved by Hall of Record	de Commission			Destruction Certif	ication	-

Date

State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side Rev. 1/78 DGS-RM-550-9



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

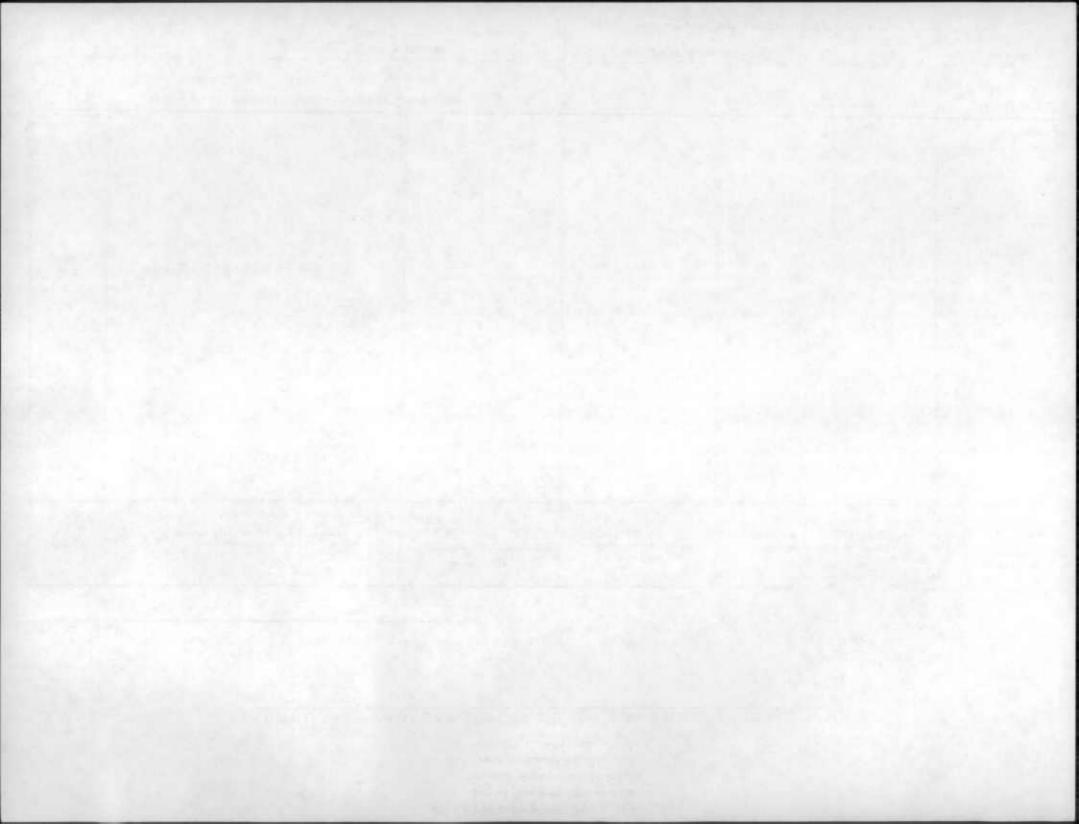
Sixth District Court Montgomery

Court

County

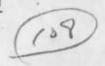


		Authorization		Inclusive	Volume	Date of	Method of Destruction
No.	Description of Records Include Title end/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Criminal Records 1981	915	Sec IV ITEM ad	1981	103		
	To be Stripped						
-	Destruction Approved by Hall of Records (Commission			Destruction Certi	fication	
	Destruction Approved by Hall of Records (Commission			Destruction Certi	fication	
D		rchivist	•	. Signature of Cou	rt Official	Title	



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION



DISTRICT COURT OF MARYLAND # 6 MONTGOMERY Court

Series	Description of Records	Authorization		Inclusive			Method of
No.	Include Title and/or Form Humber	Retention Sched. No.	item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Electronic Recordings ADULT COURTROOM TAPES 1 9 8 2		Sec. IV Frem asb		64		``

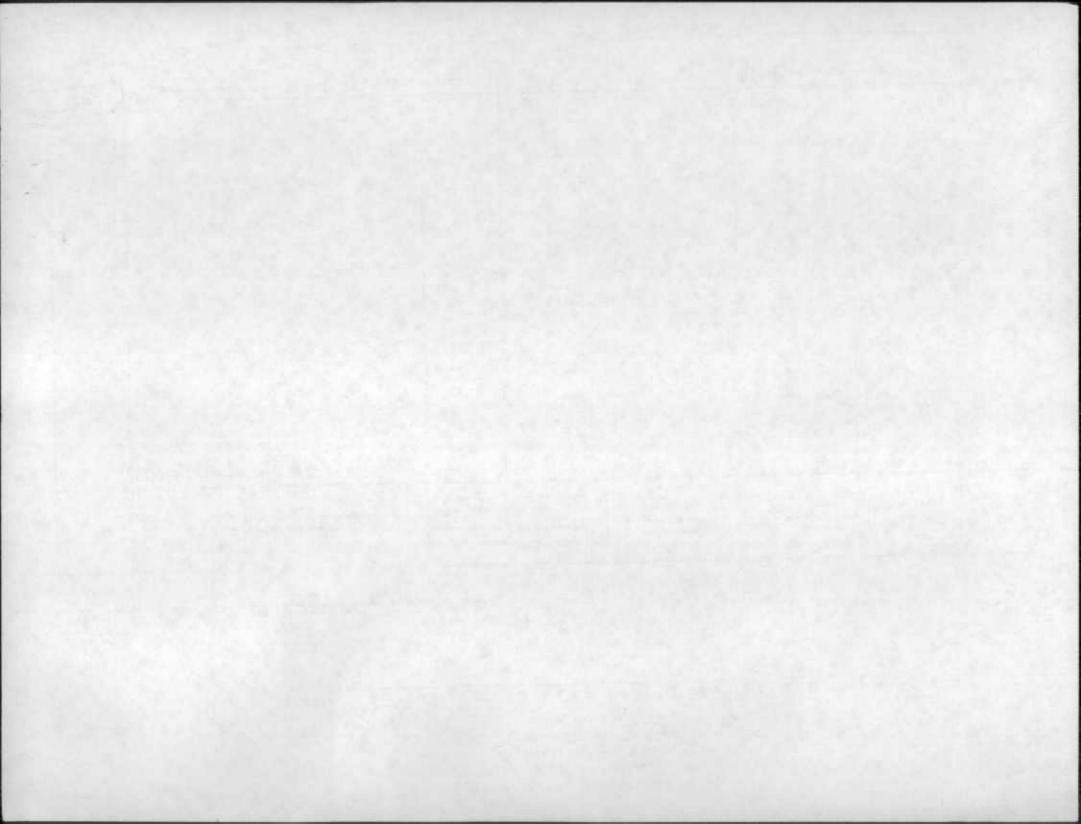
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Sixth District Court Montgomery County

Ne. Dotes of Records Volume Date of	Series		Author	ization	Inclusive			Method of
		Description of Records Include Title and/or Form Number			Detes of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	Destruction (Recycle, shred, Iondfill, etc.)
TO BE STRIPPED		Criminal records 1982			1982	103		``
		TO BE STRIPPED						

Date

Stote Archivist

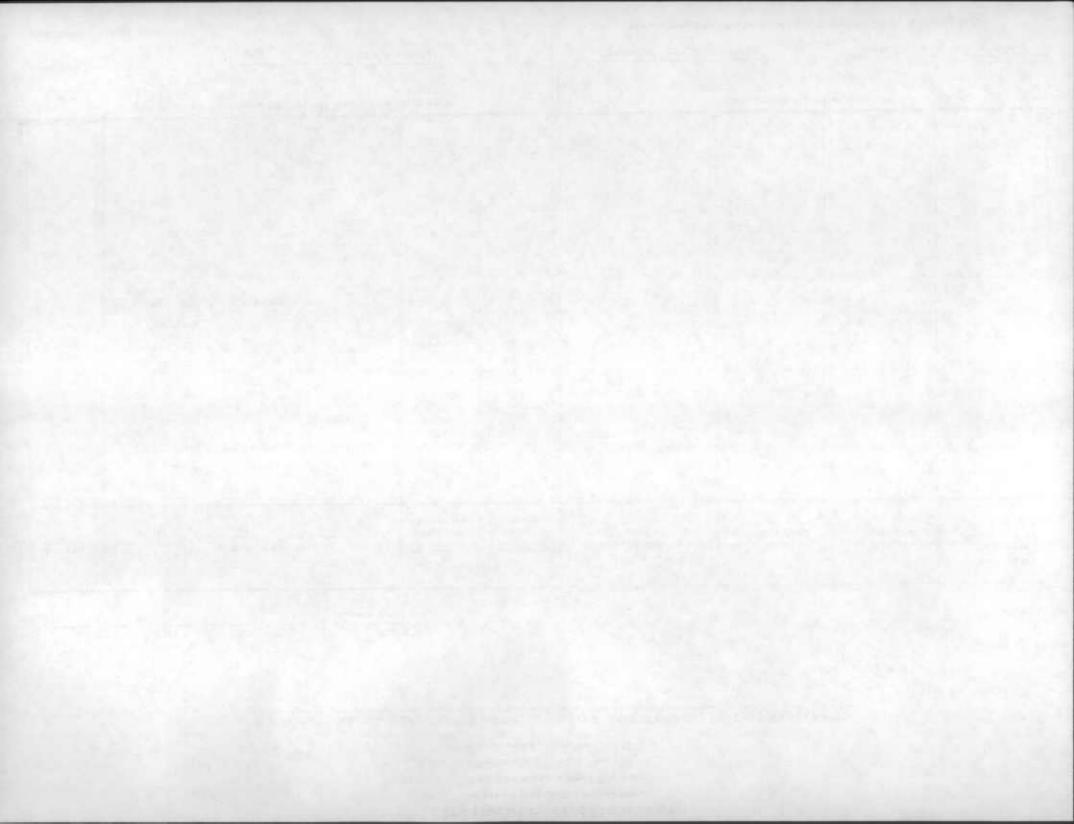
Signoture of Court Official

Title

Date

Rev. 1/78 DGS-RM-550.9

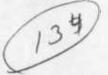
Instructions for Preparation and Submission on Reverse Side



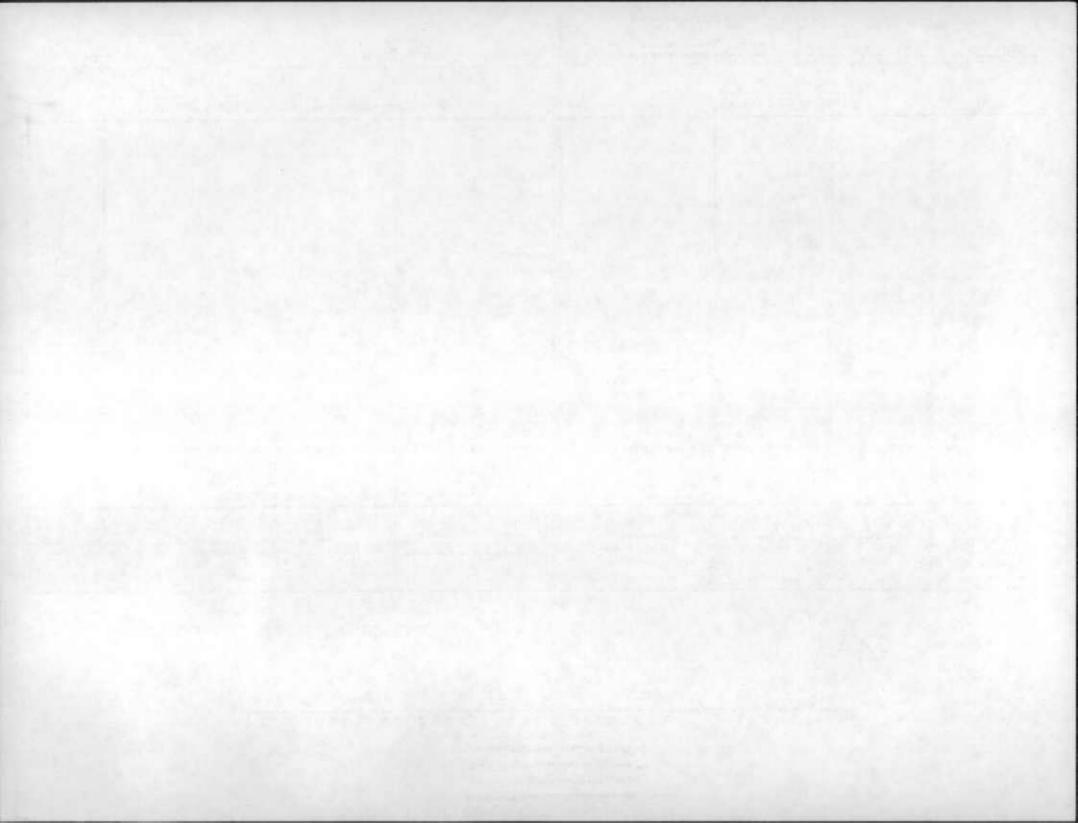
Holl of Records Commission Records Management Division Treosury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Sixth	District	Court	Montgomery	
Cox	ert		County	



Series		Authorization		Inclusive			Method of
No.	Description of Records Include Title end/or Form Number	Retention Sched, No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred Iandfill, etc.)
	Criminal records 1983			1983	94		
	TO BE SRIPPED						
	Destruction Approved by Holl of Records	s Commission			Destruction Certific	cation	
Do	ote Stote	Archivist		Signature of Court	Official	Title	Dote



Holl of Records Commission Records Management Division Treosury Building, Rm. 302 Annopolis, Moryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Montgomery	District Couri	+ #6
/ Court	County	

(134)

		Authorization		Inclusive			Method of Destruction
Series No.	Description of Records Include Title end/or Form Number	Retention Sched. No.	item N .	Dotes of Records Destroyed	Volume (Cubic Foot)	Date of Destruction	(Recycle, shred landfill, etc.)
	Electronics Recordings						
	ADULT COURTROOM YAPES				69		
	1 9 8 3						
					P		
			• :				
					9,00		
			4				

Rev. 1/78 DOS. DU. SSO. C

Dote

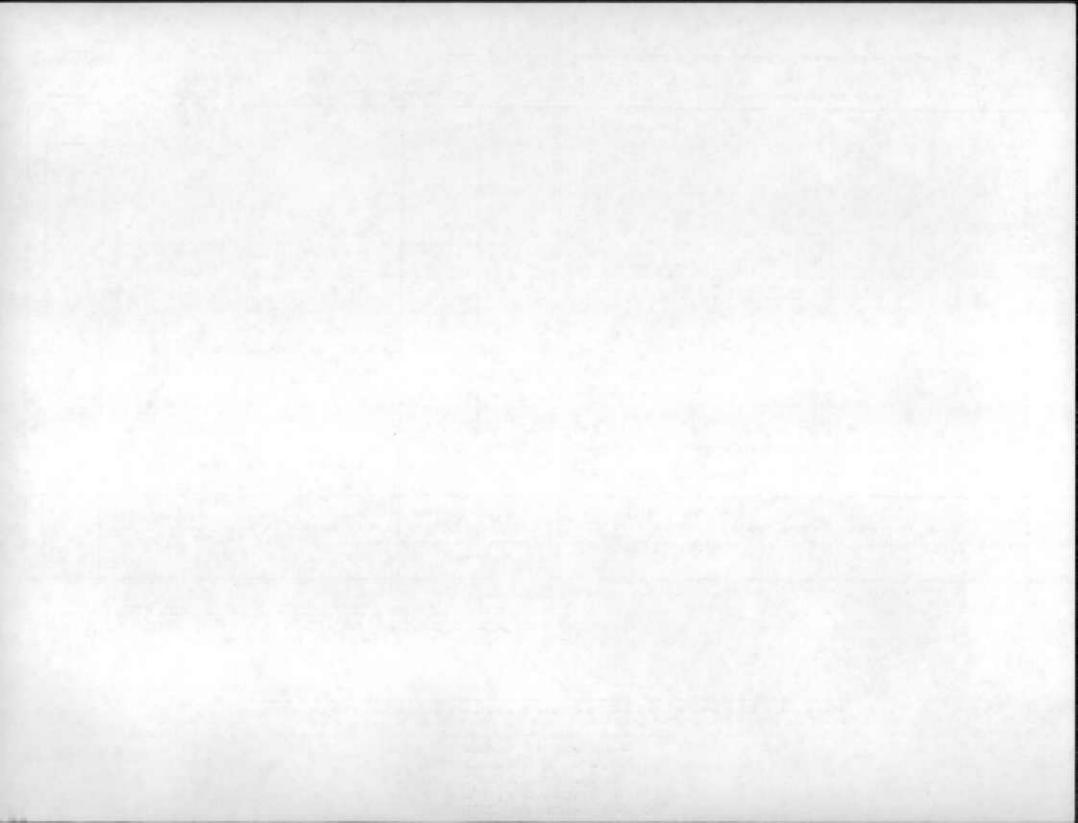
Stote Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



Holl of Records Commission

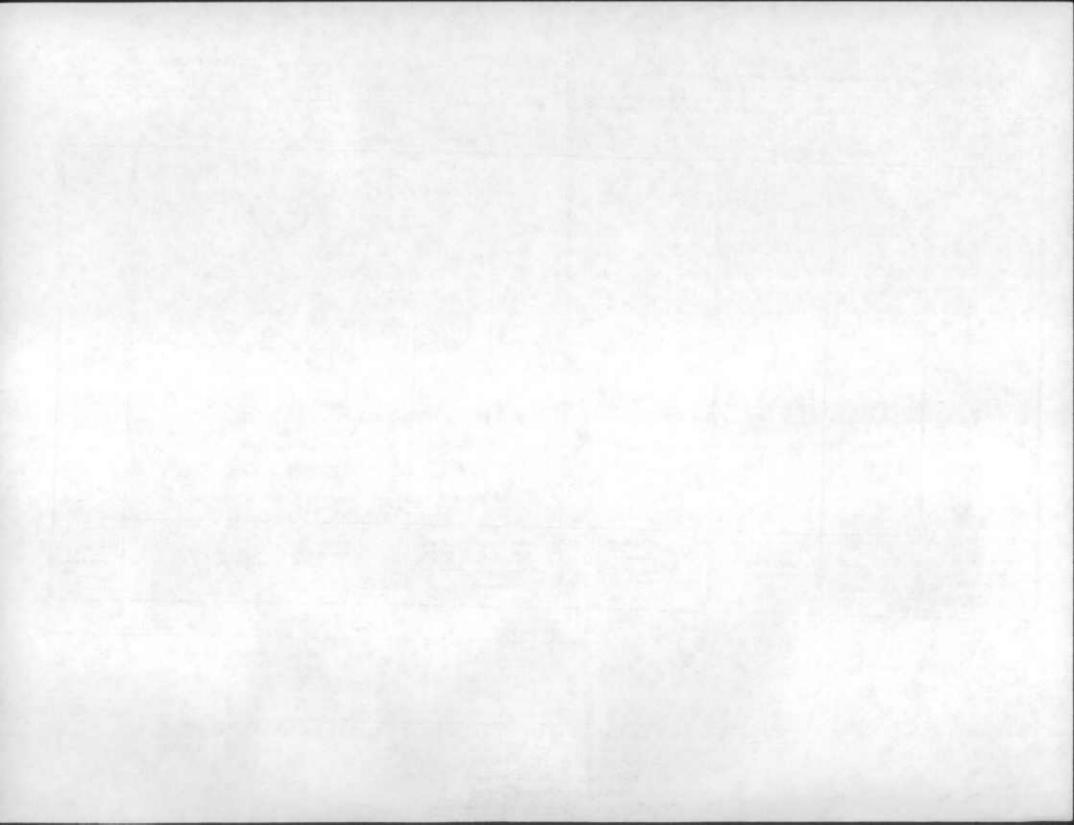
Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Author	ization	Inclusive	Volume	Date of	Method of Destruction
les e.	Description of Records Include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred landfill, etc.)
	ACCOUNTING RECORDS	975 Sec.V	Item a	1981 thru 1983	29		
	Destruction Approved by Hall of Reco	ords Cammission			Destruction Cert	ification	



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401 92A60

RIL

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

OCT 15 190

DISTRICT COURT

the District Court Mostgory

(959)

Series No.	Description of Records Include Title and/or Form Number	Authorizotion		Inclusive			Method of
		Retention Sched. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Trate Dockt 7-14hn-7-29 1983 4-27-84 5-16 +hn 531 1983 1 Micro Blue +hrau away				3		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

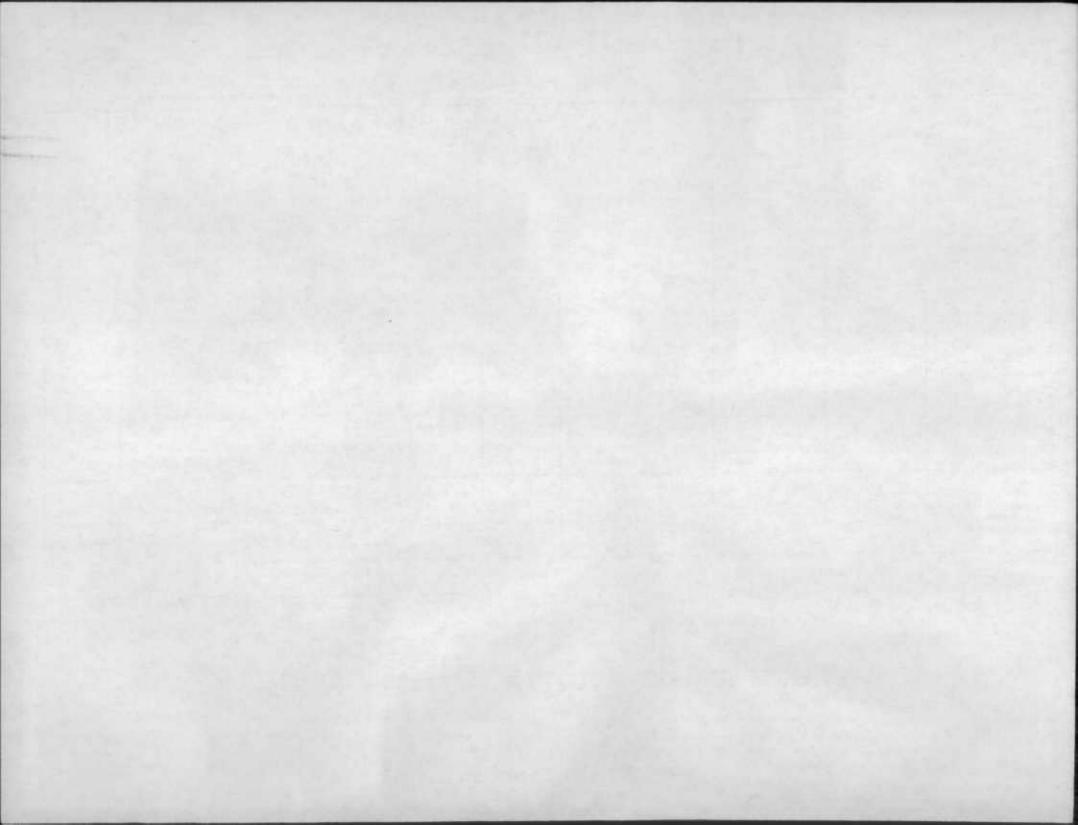
Signature of Court Official

Title

Date

Rev. 1/78 DGS-RM-550-9

Instructions for Preparation and Submission on Reverse Side



Hall of Records Commission Records Monagement Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of	Maryland #6	Montgomery	
Court		County	

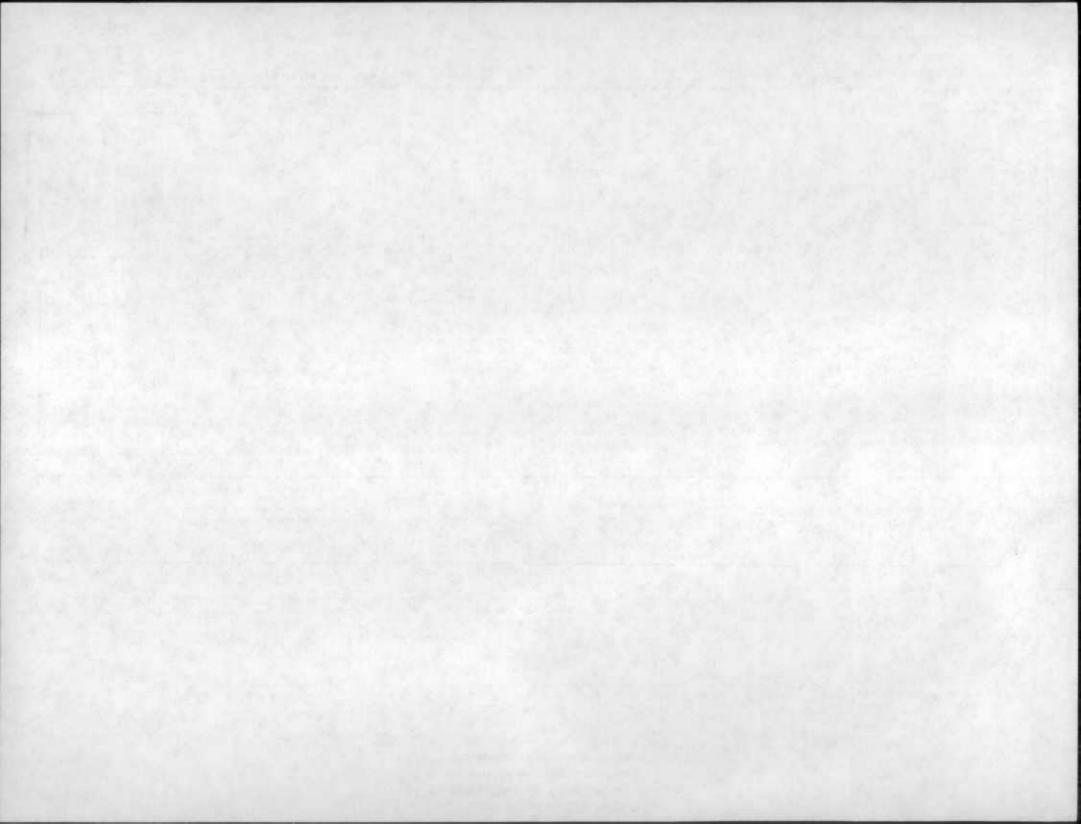
(459)

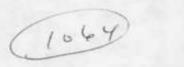
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Nomada! Dosnueran
		Retention Schod. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	(Recycle, shred, landfill, etc.)
- 10	Electronic Recordings (1984)						
	to be degauged .			17362-22618	53		
		y van					
					127777		

Destruction Approved by Hall of Records Commission

Destruction Certification

	- 10 - 7 1. a.r. a.r. 1. a.a.a.a.a.a.a.a.a.a.a.a.a.a.a.a.a.a			
			,	
Dote	Stote Archivist	Signoture of Court Official	/ Title	Date
			161	





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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

COUNTY

DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1984	1	ASAP	

Destruction Approved by Hall of Records Commission

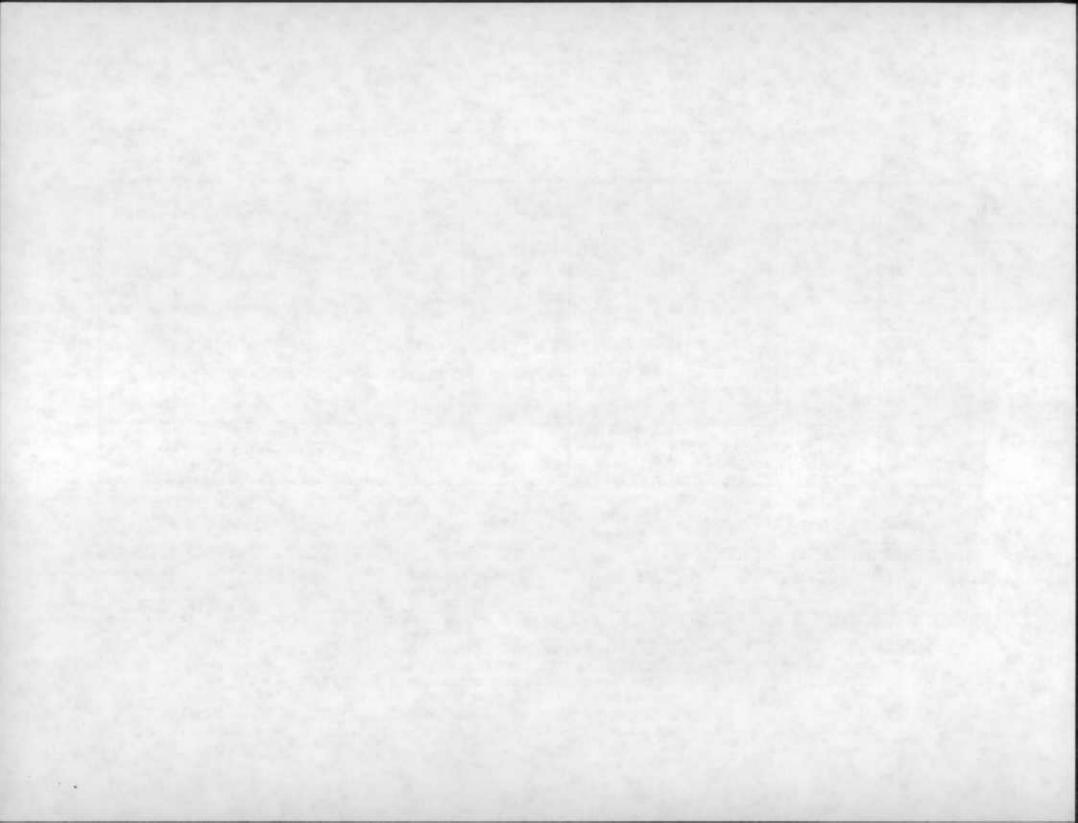
Destruction Certification

Date State Archivist

Signature of Court Official

Title

Date



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#6
	-	

Date

DGS-RM-550-9

Montgomery

State Archivist

499

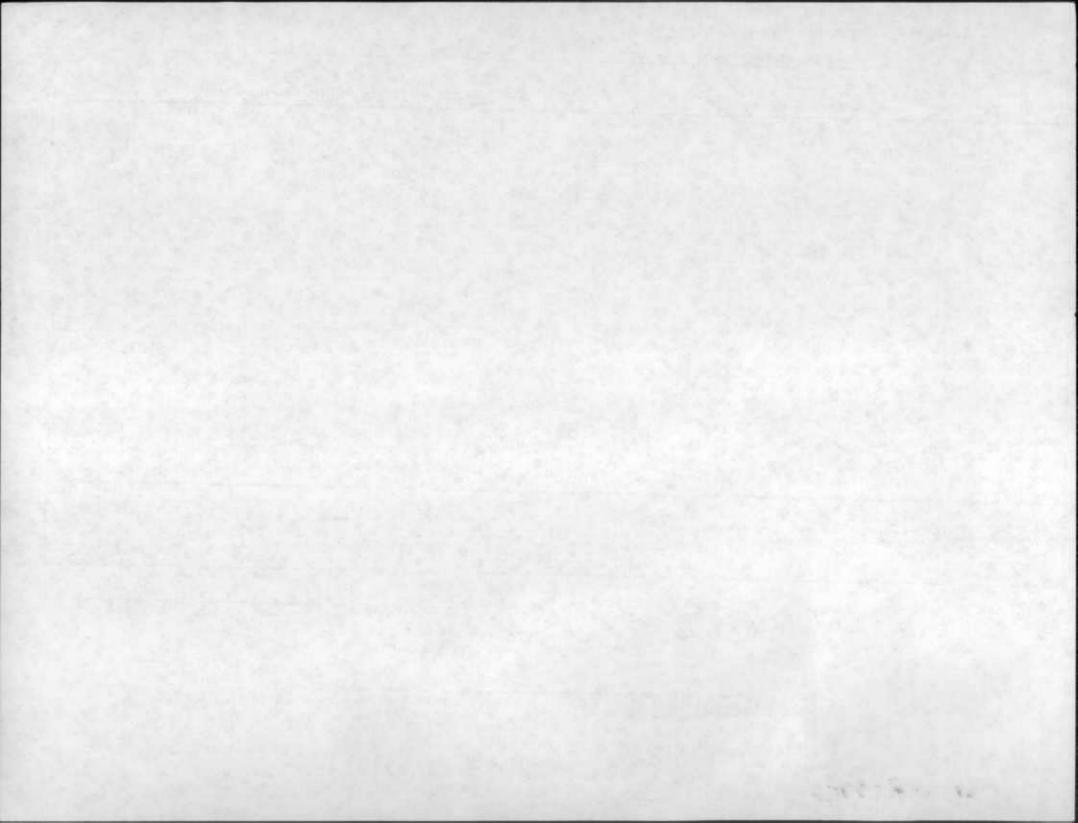
Date

Title

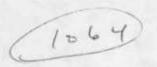
Instructions for Preparation and Submission on Reverse Side

Signature of Court Official

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records	Volume	Date of	Method of Destruction (Recycle, shred,
		Retention Sched. No.	Item No.	Destroy ed	(Cubic Feet)	Destruction	landfill, etc.)
	1985 Electronic Recording Reel - Reel Tapes 73 Boxes To Be Degauged			1985	73		
					Destruction Certi	Continu	



DEPARTMENT OF GENERAL SERVICES
Hall Of Records Commission
Records Management Division
7275 WATRELOO RD, P.O. BOX 275
JESSUP, MD 20794 - 0275



496

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

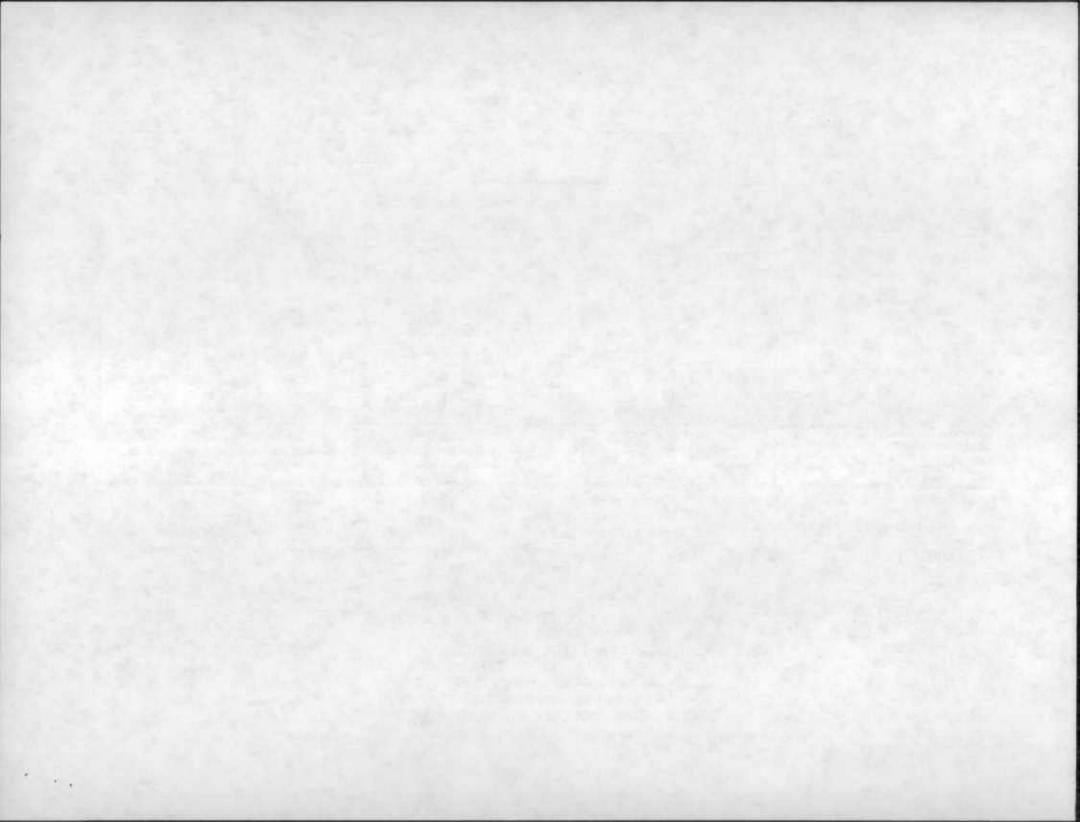
COUNTY

DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Autho	rization	Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1985	31	ASAP	

Destruction Approve	d by Hall of Records Commission	Destruction Certificati	on	
Date	State Archivist	Signature of Court Official	Title	Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery



0 9

iorios	Description of Records Include Title and/or Farm Number	Authorization		Inclusive	= 1.44		Method of
Mo.		Retention Schod, No.	Irem No.	Dates of Records Destroy ad	Volume (Cubic Face)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Tapes - Reel to Reel (to be degaussed)	975	6	1983-1986 49 Bares			

Destruction Approved by Hall of Records Commission

Date

State Archivist

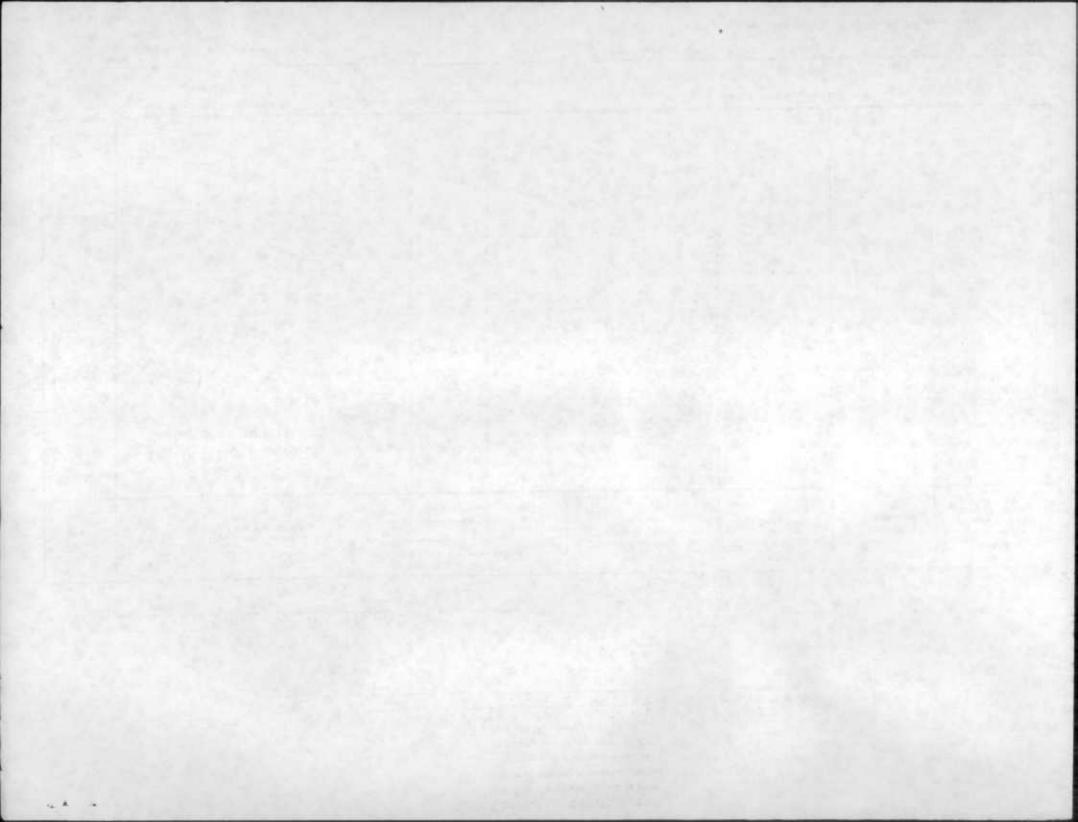
Signature of Court Official

Title

Date

78 DGS-RM-550-9

Instructions for Preparation and Submission on Reverse Side



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland, 21401

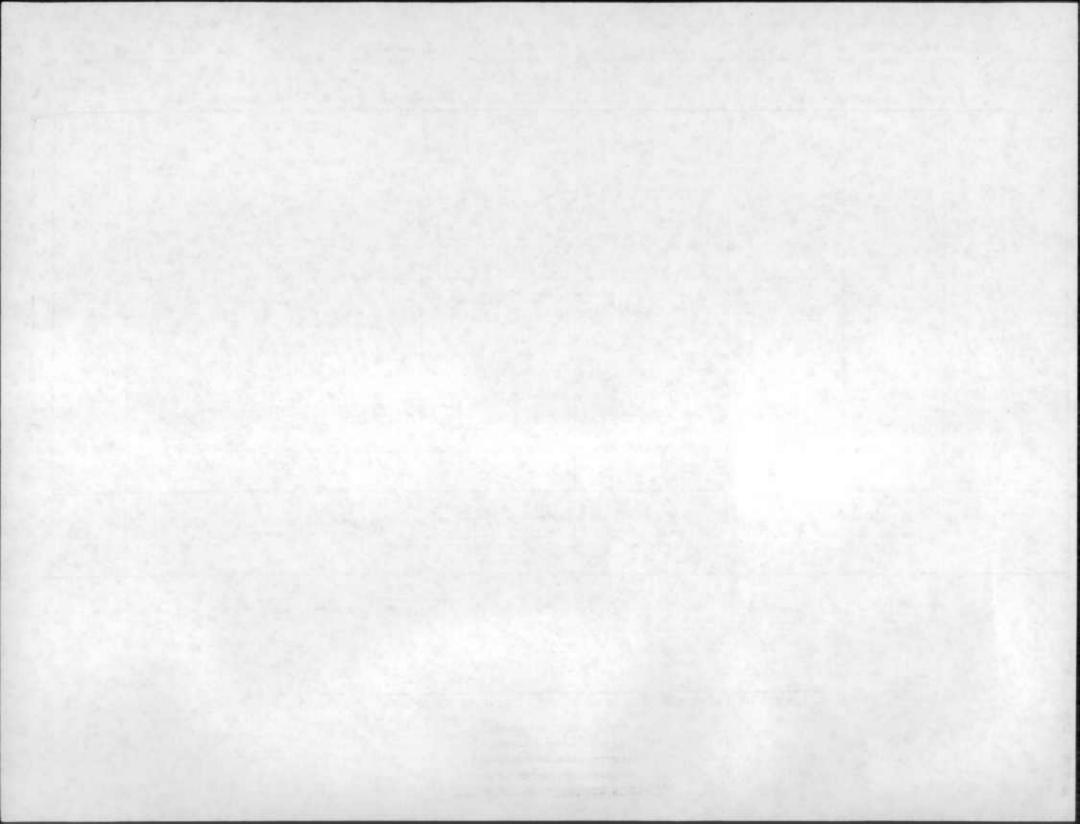
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #6	Montgomery	
Court	County	

DGS-RM-550-9



ries	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of Destruction
No.		Retention Sched. No.	Item No.	Dotes of Records Destrayed	Valume (Cubic Feet)	Date of Destruction	(Recycle, shred landfill, etc.)
	1986 Reel to Reel Electronic Recordings			January 1986	65		
	TO BE DEGAUGED			December 1986			
	Destruction Account to U.H. (D.)						
	Destruction Approved by Hall of Records	Commission			Destruction Certifi	cation	



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division

Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#6
,	Towns.	

Montgomery

County

769)

Series	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of Destruction
No.		Retention Sched, No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, londfill, etc.)
	1986 Reel to Reel Electronic Recordings			January 1986	65		
	TO BE DEGAUGED	1		December 1986			
	Misc.						
						- 4	
							*
						*	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

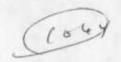
Title

Date

Rev. 1/78 DGS-RM-550-9



DEPARTMENT OF GENERAL SERVICES
Hall Of Records Commission
Records Management Division
7275 WATRELOO RD, P.O. BOX 275
JESSUP, MD 20794 - 0275



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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

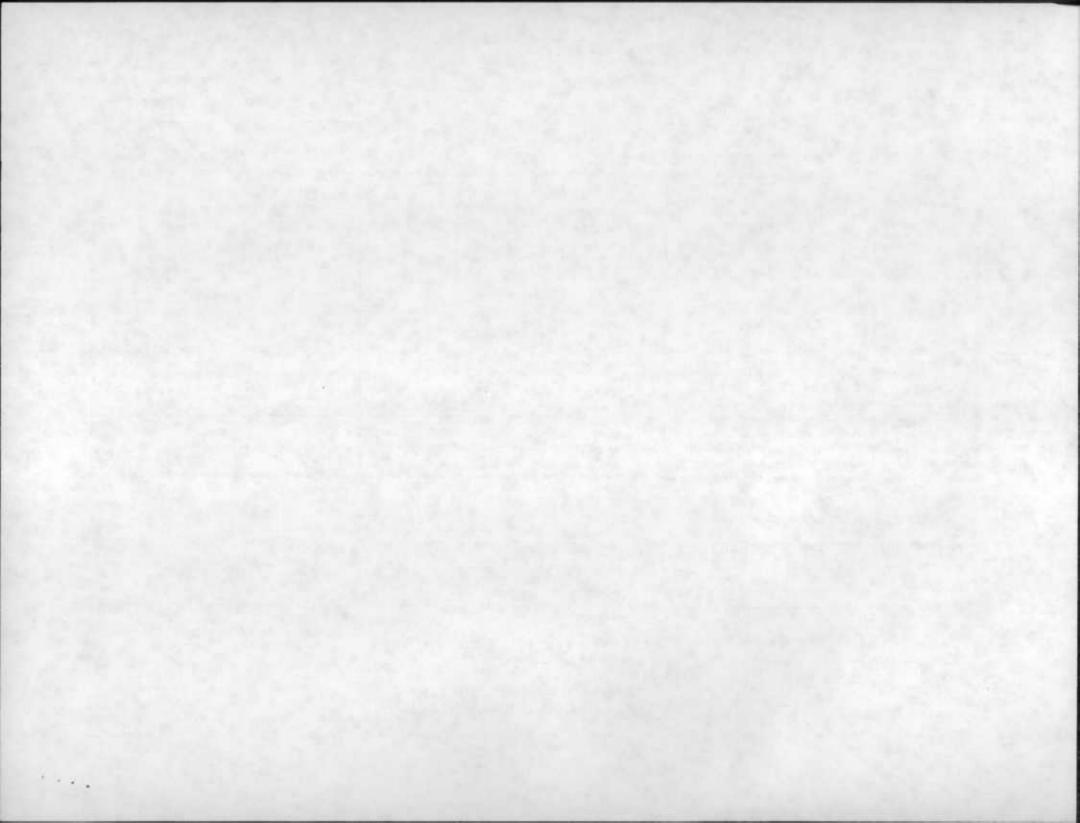
COUNTY

DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume Date of (Cubic Feet) Destruction		Method of Destruction (Recyc., shred, lanfill, etc.)	
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1986	25	ASAP		

Destruction Approved	by Hall of Records Commission	Destruction Certification	on	
Date	State Archivist	Signature of Court Official	Title	Date



Hall of Records Commission
Records Management Division
Treasury Building, Rm. 302
Annopolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery
Court



ries	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of Destruction
No.		Retention School, No.	item No.	Detes of Records Destroyed	Volume (Cubic Foot)	Dete of Destruction	(Recycle, shred, lendfill, etc.)
	Juvenile Case Folders	975	6	DOB-1964	30-40 boxes		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

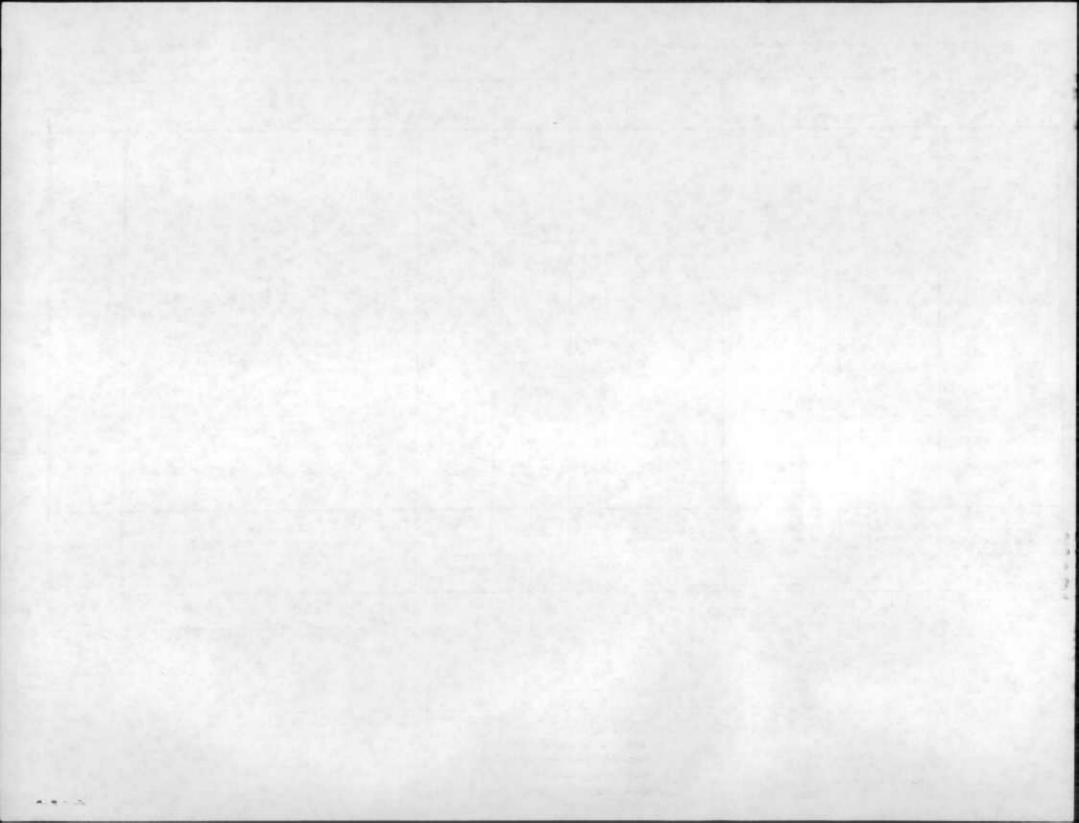
State Archivist

Signature of Court Official

Title

Date

78 DGS-RM-550.9



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DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

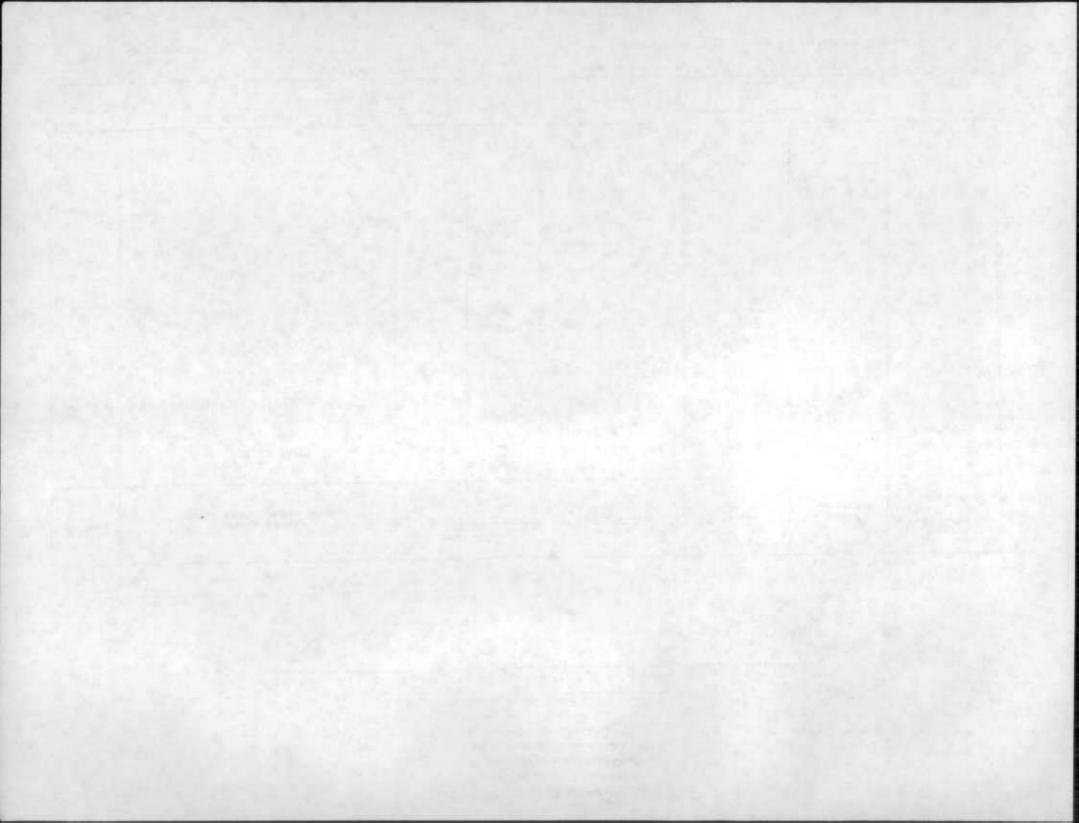
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division - Montgomery

(653)

orios	Description of Records	Authori	Betien	Inclusive			Method of
Hen	Include Title and/or Form Number	Retention Schod. No.	Irem No.	Dates of Records Destroyed	Volume (Cubic Foot)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Tapes - Reel to Reel (to be degaussed)	975	8	1986-1987 (8 boxes)	8 boxes	ASAP	
	Juvenile Case Folders	975	8	DOB: 1964 & 1965 & 1962	3 boxes	ASAP	

Destruction Approv	ed by Hall of Records Commission	Destruction Cert	ification	
Date	State Archivist	Signature of Court Official	Title	Date
DGS PH SEA O				0010



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery

(655)

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0 1)

Date

ieries	Description of Records Include Title and/or Form Number	Authori	zation	Indusive			Method of Destruction
No.		Retention School No.	item No.	Detes of Records Destroy of	Volume (Cubic Feet)	Dete of Destruction	(Recycle, shred, landfill, etc.)
	Juvenile Case Folders	975	6	DOB -1964 & 65	77 boxes	ASAP	
				·			

State Archivist

~ ~ S-RM-550-9

Date

Instructions for Preparation and Submission on Reverse Side

Title

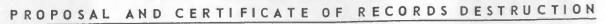
Signature of Court Official



DEPARTMENT OF GENERAL SERVICES Hall of Records Cammission

Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

90 A53



District Court - Juvenile Division Montgomery Court

County

		Author	izotion	Inclusive	Volume	Date of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Juvenile Case Folders	975	6	DOB -1964 & 65	84 boxes	ASAP	and an
					11 pages		
					extrede go		Sept Sin
					1 BCH		Fax
					Jerg to	440.7	
					cree Wax		
					Eddiz-		

Destruction Appraved by Hall of Records Commissian

Destruction Certification

State Archivist

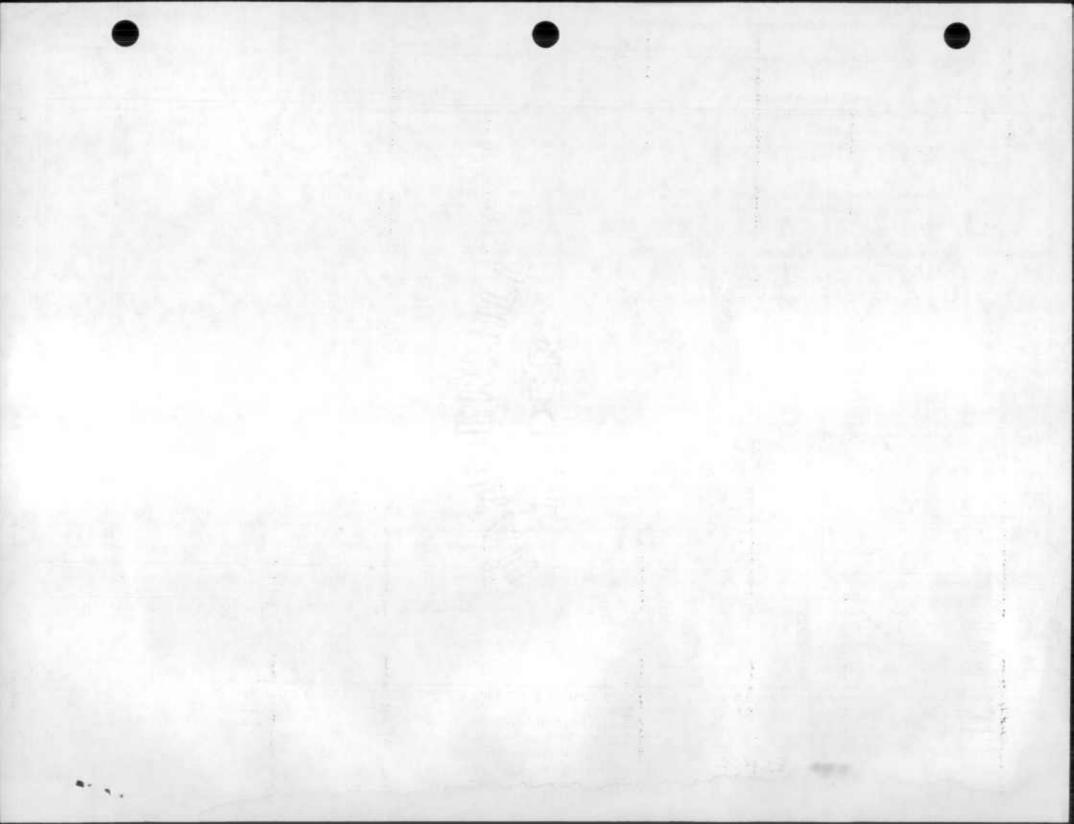
Signature of Caurt Official

Title

Date

Instructions for Preparation and Submission on Revers

Rev. 1/78 DGS-RM-550-9



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery

		Author	izotion	Inclusive	Volume	Date of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, Iandfill, etc.)
	Juvenile Case Folders	975	6	DOB -1964 & 65	84 boxes	ASAP	£.
					egretel 12490		Ja.
		Stirley	0		1 Box		r.,
		the	wire		July 1		
		o N	/		Eddie O		
							12/2

Destruction Approved by Hall of Records Commission

Destruction Certification

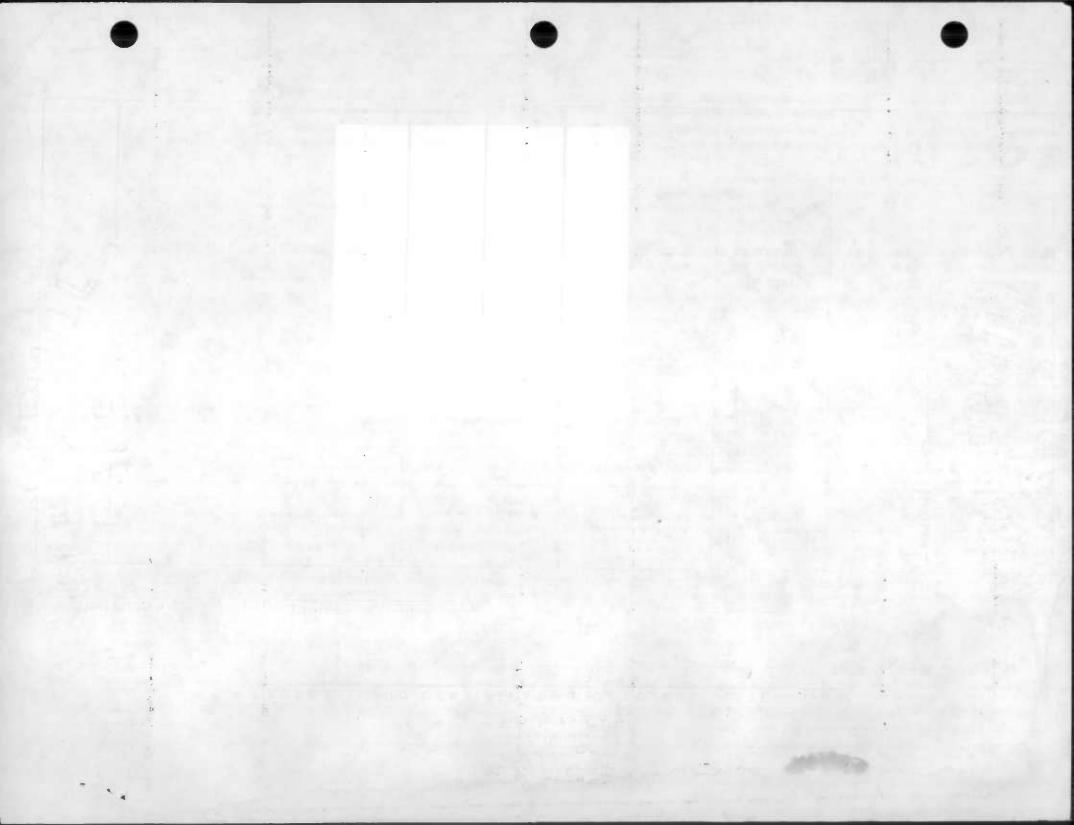
Signature of Court Official State Archivist

Title

Date

Instructions for Preparation and Submission on Rever

Rev. 1/78 DGS-RM-550-9



DEPARTMENT OF GENERAL SERVICES Holl of Records Commission Records Management Division

Treasury Building, Rm. 302 Annapolis, Maryland 21401 NDCETY ...

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

A-10 2 199

(814)

DISTRICT COURT

District Court of Maryland, Montgomery County

<- CUSTORY

AT THE TIME OF DESTRUCTION

	Description of Records Include Title and/or Form Number	Authori	totion	Inclusive	Value	Dete of Destruction	Method of Destruction (Recycle, shred, lendfill, etc.)
Secine No.		Retention School, No.	Item Na	Detec of Records Destroyed	(Cubic Feet)		
	Accounting Records cancelled checks Check request forms Bank reconcilations cashier daily work Trial balance sheets ledger cards Comm receipts books Register tapes			1976 to 1987	140		

				_				_
Destruction	Approved	by	Hall	of	Records	Com	nissi	ior

Destruction Certification

Date

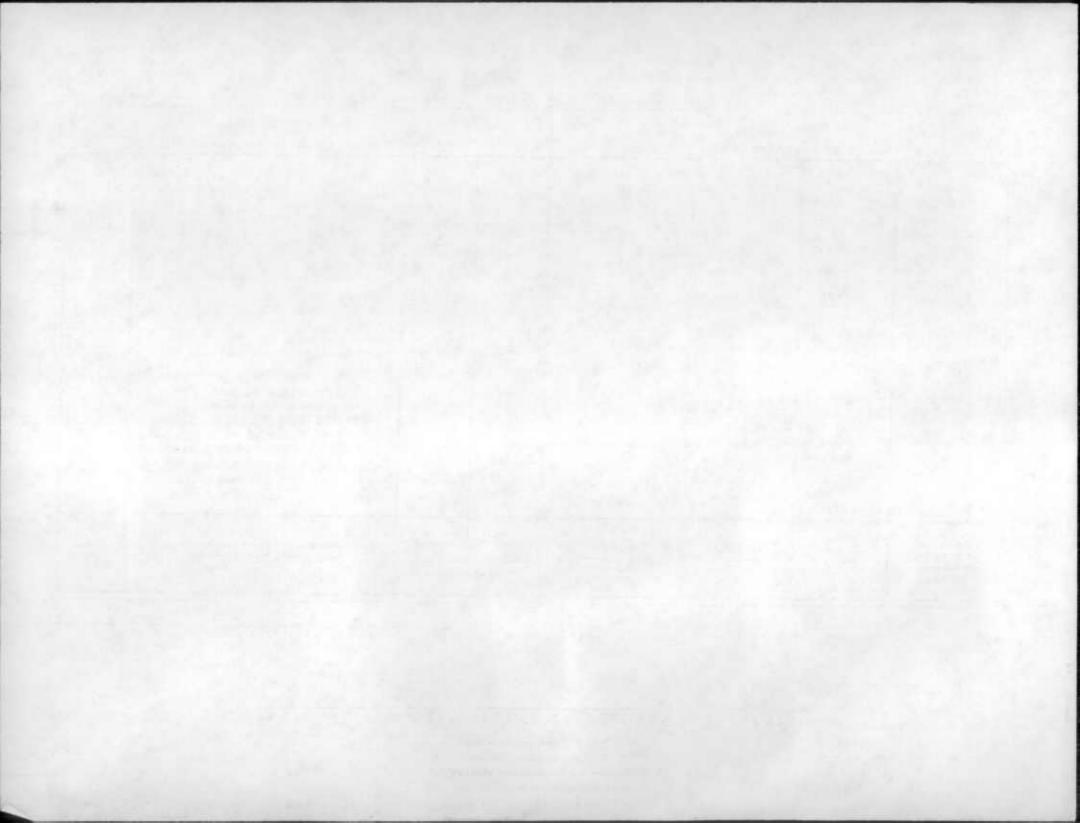
State Archivist

Signature of Court Official

Title

Date

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DEPARTMENT OF GENERAL SERVICES
Hall Of Records Commission
Records Management Division
7275 WATRELOO RD, P.O. BOX 275
JESSUP, MD 20794 - 0275



6076

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT#6, MONTGOMERY CO. August 31, 1993

DISTRICT COURT RECORDS CENTER

COURT

COUNTY

DATE

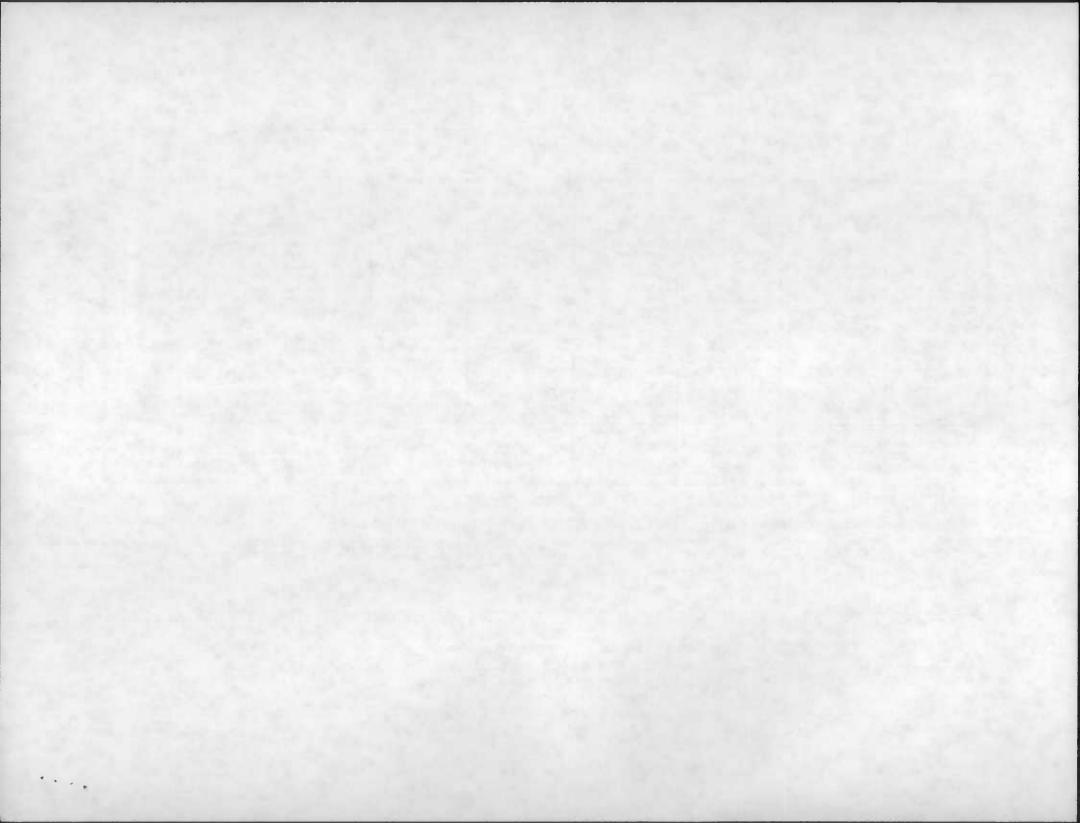
CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1987	40	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

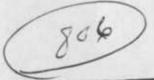
Date State Archivist Signature of Court Official Title Date



Hall of Records Commission Records Management Division Treesury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division - Montgomery



	Description of Records Include Title and/or Form Number	Authori	rstica	Inclusive Dutes of Records	Val-	Date of	Method of Destruction (Recycle, street,
Sertee No.		Retention School, No.	Hen He.	Destroy ad	(Cubic Feet)	Destruction	leadill, erc.)
	Tapes - Reel to Reel (to be degaussed)	975	8	1987-1988.	12 boxes	ASAP	
	Juvenile Case Folders	975	8	DOB: 1966	63 boxes	ASAP	
						**	
					HILLIE		
					13 4-1		
						-, 6	
						W-SH	

Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Date

State Archivist

Title

Date

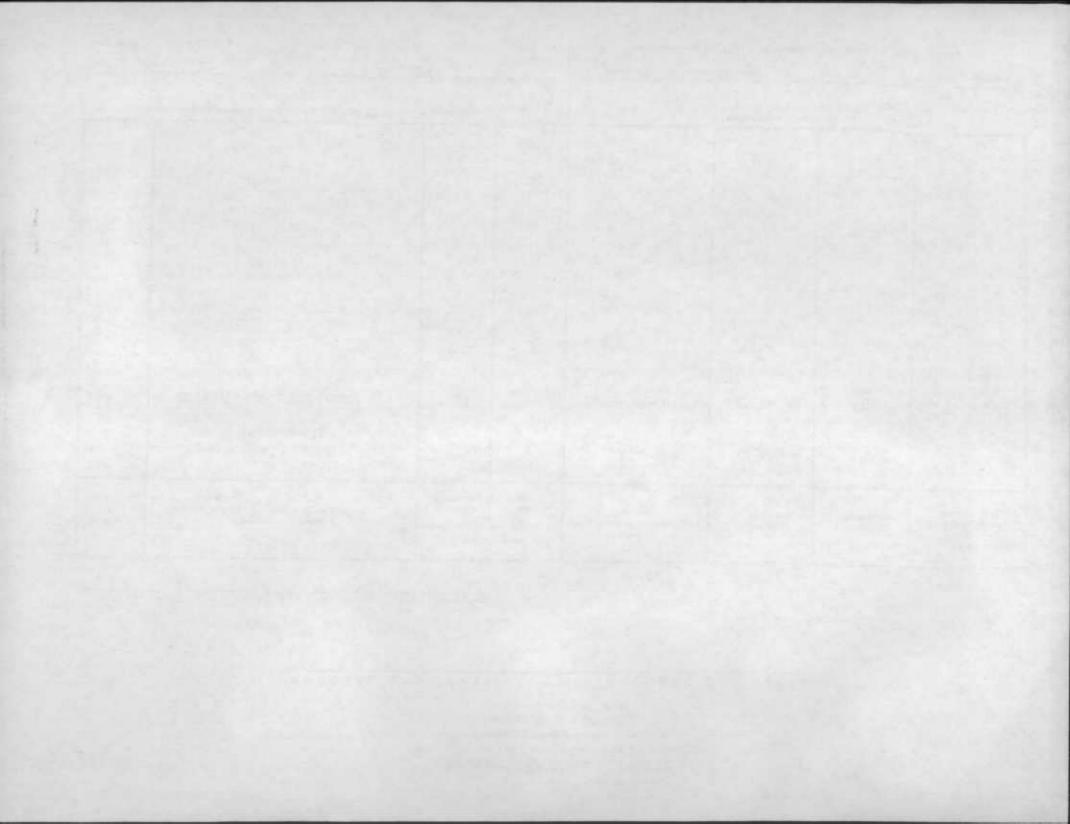
Rev 1/78 DGS-RM-550-9

Instructions for Preparation and Submission on Reverse Side

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Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapalis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION



Title

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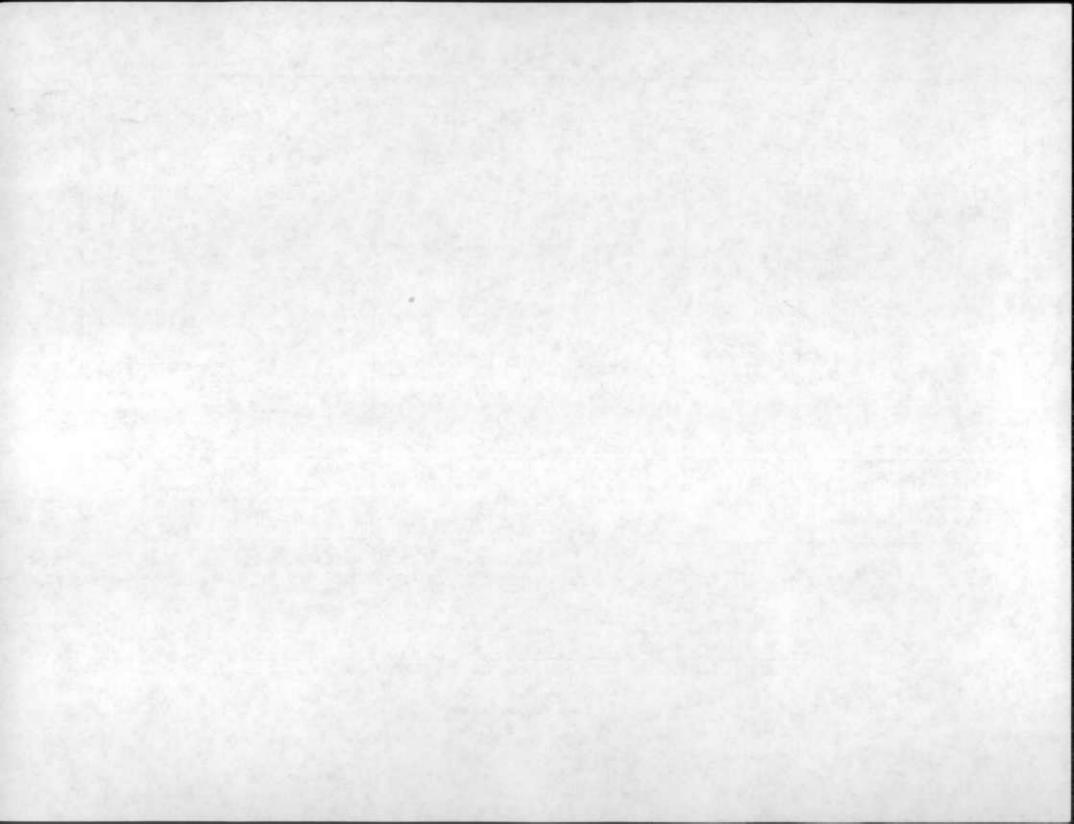
State Archivist

9/9/96

93A15

Signature of Court Official

les	Description of Records Include Title and/or Form Number	Authorization		Inclusive	Volume	Dote of	Method of Destruction
lo.		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Faet)	Destruction	(Recycle, shred, landfill, etc.)
	1988 Criminal File Folders - Staipping material only to be and Microfilm and destroy Md. Rule 1299	975		1988	105		
	Destruction Approved by Hall of Records C	amaiasias			Destruction Certif	ication	



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

95A5 STRUCTION 215 1958) 10-25-95

Series No.	Description of Records	Autho	prizotion	Inclusive			
	include Title end/er Form Number	Retention School, No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, loudfill, etc.)
	Traffic Dockets 1990 (to be micro. Elmd)	WD	201E 1299	1990	23		ionanii, elc.)
5 -	Destruction Approved by Hall af Records Com	mission			Destruction Cartifica		

Destruction Certification

Date

State Archivist

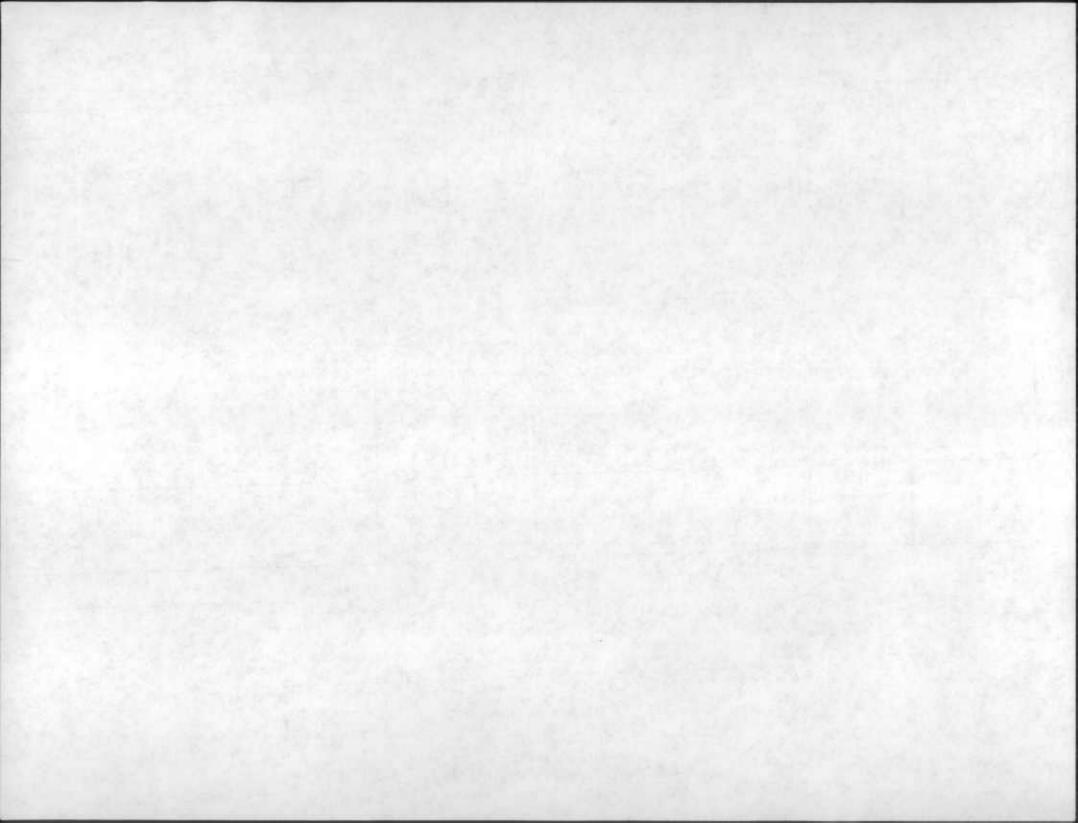
Signature of Court Official

Instructions for Propagation . In

Title

Date

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DEPARTMENT OF GENERAL SERVICES Holl of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

5-507's Done

Date

DGS-550-9

Rev. 10/83

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Author	rization	Inclusive			Method of Destruction (Recycle, shred, landfill, etc.)
iories No.	Description of Records Include Title and/or Form Number	Retention School No.	Item No.	Dates of Records Destroyed	Valume (Cubic Feet)	Date of Destruction	
	Glen Burnie Court civil 9400-10418 year 1971 Glen Burnie			1/1/71 -12/31/71.	6		
	Clen Burnie Court Civil 12800-13999 year 1971 Annapolis			1/1/71-12/31/71	6		
	Stripped Material Only						

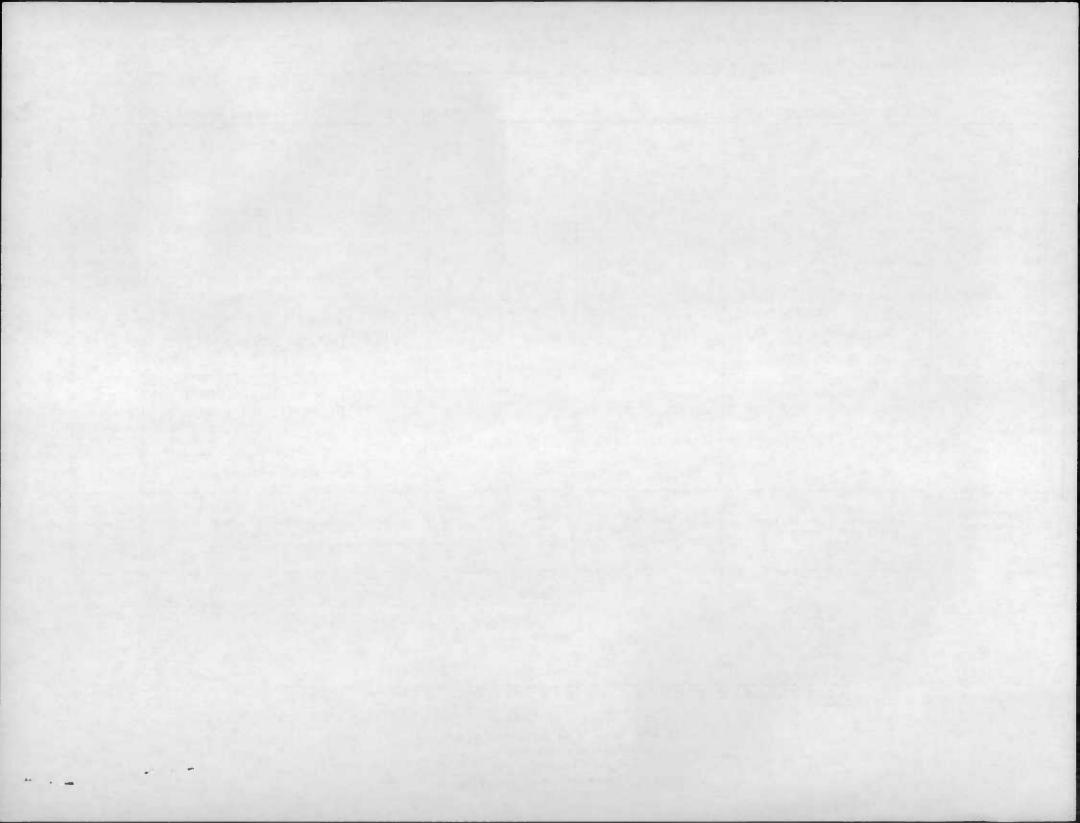
State Archivist

Signature of Court Official

Title

Instructions for Preparation and Submission on Reverse Side

Date



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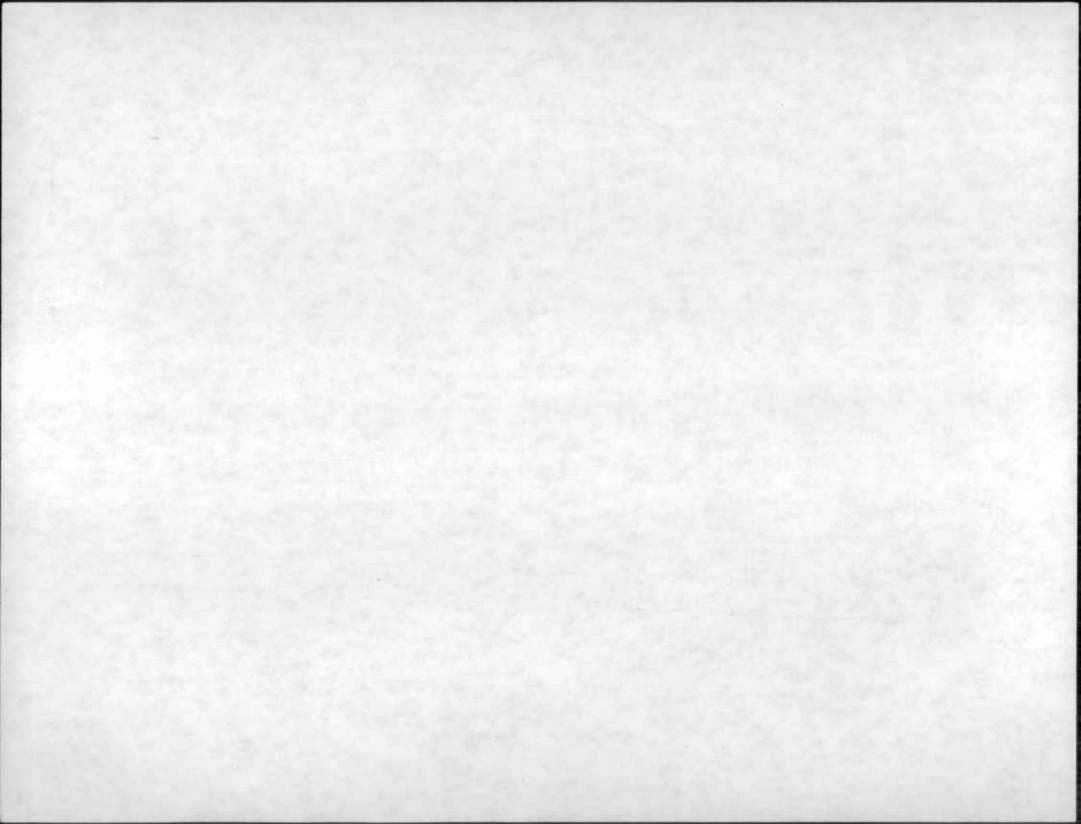
Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

1-1312-20-94

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

91A26

1		12-2	20-94		cords Center Ann				
Gh	en Burnie Anne Arundel COUNTY		DATE	CUSTODY OF	CUSTODY OF RECORDS AT TIME OF DESTRUCTION				
•		Authori	Izetien	inclusive Dotos el Recordo	Volume (Cubic Foot)	Dete el	Method of Destruction TRecycle, shred, Landfill, etc.)		
	Description of Records Include Title and/or Form Number	Rotontion School, No.	liom No.	Deetroy od					
	Civil Closed Cases (Stripped Material Only)	975 Sec II		1971	23		Landfill		
	Destruction Approved by Hall of Rec	ords Commission			Destruction Ce	rtification			
				Signature of (Court Official	Title	Do		
	Dc1+	tate Archivist		Instruction	ons for Preparation on	d Submission on	Keverse 310e		



Holl of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

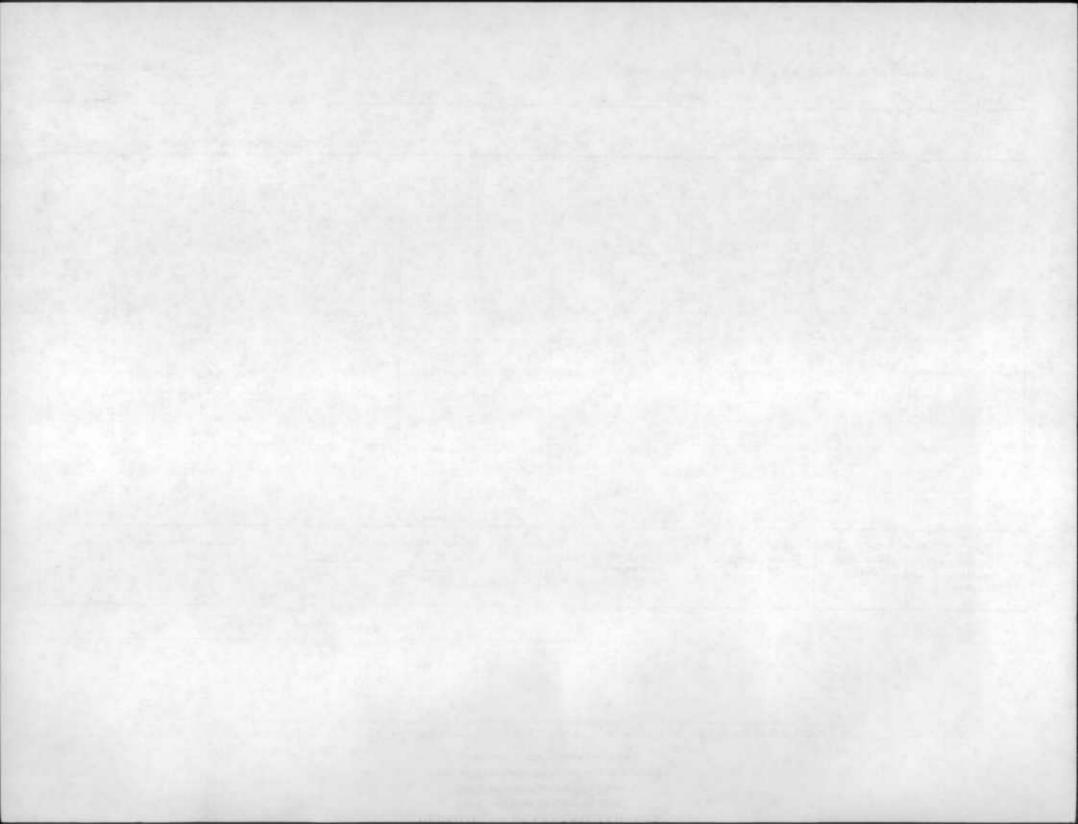
COLIDA	COLPUT
SEVENTH DISTRICT	ANNE ARL

DATE



	Description of Records Include Title and/or Form Number	Authorizotian		inclusive		Date of	Method of Destruction
Series No.		Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	CIVIL - 9/67 - 1/72	975	SEC. II ITEM II	9/67-1/72	57		
		= =					

Destruction Appro	ved by Holl of Records Commission	Destruction Certification			
Date	- State Archivist	Signoture of Court Official	Title	Date	
Rev. 10/83 DGS-550-9		Instructions for Preparation and Submission on Reverse Side			



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

SEVENTH	DISTRICT
	COURT

ANNE ARUNDEL

TY DATE

(270)

Series	Description of Records Include Title and/or Form Number	Autho	prizotion	Inclusive		and the same of th	Method of Destruction (Recycle, shred, landfill, etc.)
Na.		Retention Schod. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	
	Accounting - Fy 72-73	975	SEC. I ITEM I	Fy 12-73	2		
		•					

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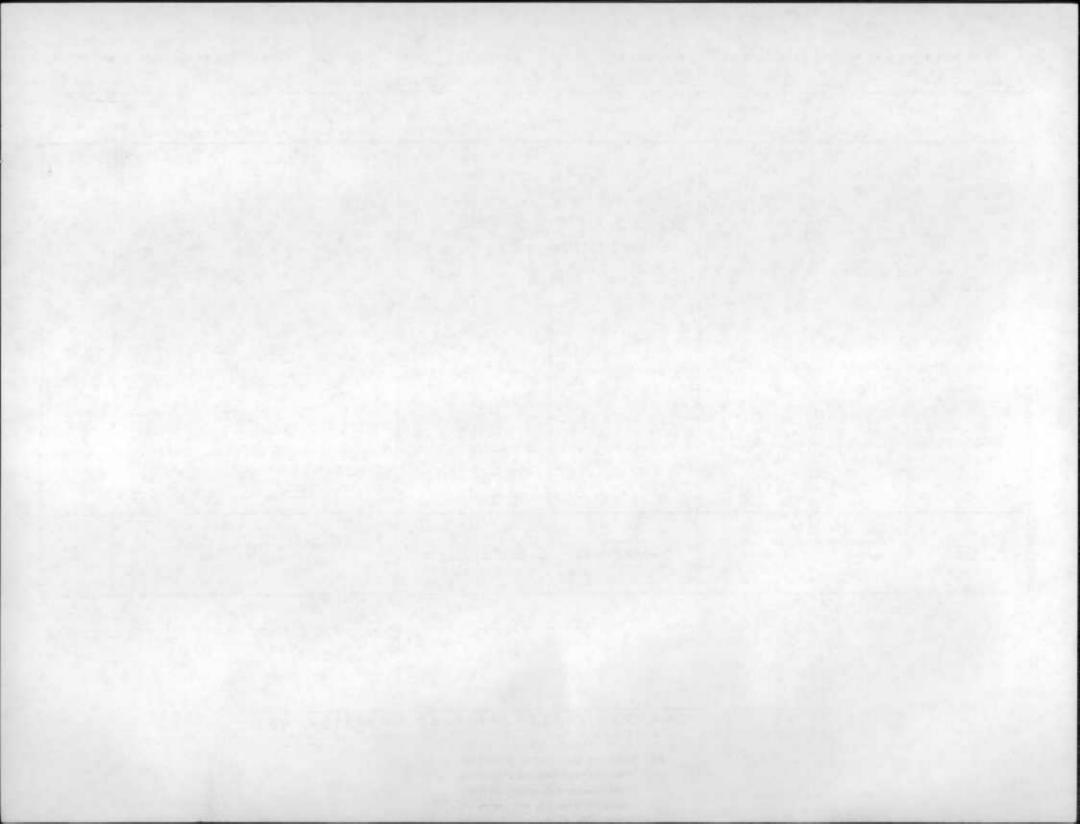
Stote Archivist

Signature of Court Official

Title

Dote

. 10/83 DGS-550-9



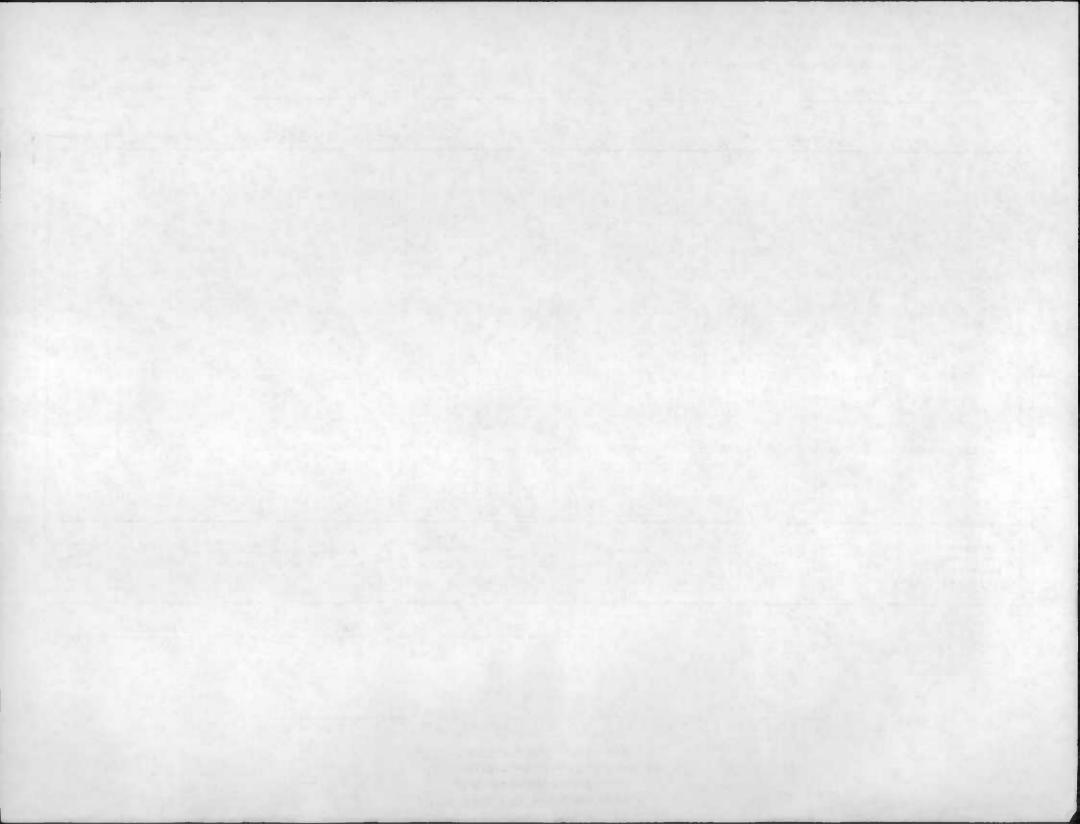
DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

SEVENTH DISTRICT ANNE ADMITTEL

CONT. (1)		Autho	prization	inclusive		Date of	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destrayed	Volume (Cub)c Feet)	Destruction	(Recycle, shred, landfill, etc.)
	CIVIL - 1963-1973	975	SEC. II ITEM II	1963-1973	1/3		
			7 8				
		B					
			LIFE.				
					Section 1		111111
	Destruction Approved by Hall of Record	s Commission			Destruction Certif	ication	
1	Date State	Archivist		Signature of Court	Cfficial	Title	Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

SEVENTH DISTRICT

ANNE ARUNDEL

DATE

Description of Records Include Title and/or Form Number	Auth	orization	inclusive	Value		Method of Destruction
	Retention Sched. Na.	îtem No.	Dates of Records Destrayed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
CRIMINAL - 5/59 - L/74 PEOPLE'S COURT	975	SEC. IV.	5/59-6/74			
TRAFFIC - 1/70-6/75 PEOPLE'S COURT	975	STE IV ITEN A+B	1/70-6/75			
CIVIL - 5/47-9/7/ PEOPLEIS COURT	975	SEC. II MEN I + II	5/47-9/71			
				ToTAL 20 cm.ft.		
	Include Title and/or Form Number CRIMINAL - 5/59 - L/74 PEOPLE'S COURT TRAFFIC - 1/70 - 6/75 PEOPLE'S COURT CIVIL - 5/47 - 9/7/	Description of Records Include Title and/or Form Number Retention Sched. Na. CRITINAL - 5/59 - L/74 PEOPLE'S COURT TRAFFIC - 1/70 - 6/75 PEOPLE'S COURT CIVIL - 5/47 - 9/71 975	Description of Records Include Title and/or Form Number Retention Sched. Na. Retention Sched. Na. Retention Sched. Na. Retention Sched. Na. PEOPLE'S Court Retention Sched. Na. 975 SEC. IV ITEN AYB TRAFFIC - 1/70 - 6/75 PEOPLE'S COURT 975 SEC. IV ITEN AYB	Description of Records Include Title and/or Form Number Retention Sched. Na. Retention Sched. Na. Retention Sched. Na. Retention Sched. Na. PEOPLE'S Court Retention Sched. Na. 975 SEC. IV. PEOPLE'S Court TRAFFIC - 1/70 - 6/75 PEOPLE'S COURT 975 SEC. IV. 1/70 - 6/75 PEOPLE'S COURT 1/70 - 6/75 PEOPLE'S COURT	Description of Records include Title and/or Form Number Retention Sched. No. Part Sched. No. Retention Sched. No. Part S	Description of Records include Title and/or Form Number Retention Sched. No. PS SEC. IV PEOPLE'S COURT Retention Sched. No. PS SEC. IV PEOPLE'S COURT Retention Destruction PS SEC. IV PS SEC. IV PTO - 6/75 PEOPLE'S COURT Retention Destruction PS SEC. IV PTO - 6/74 PEOPLE'S COURT PEOPLE'S COURT PEOPLE'S COURT PEOPLE'S COURT Retention Destruction PEOPLE'S COURT PEOPLE'S COURT PEOPLE'S COURT PEOPLE'S COURT

Date

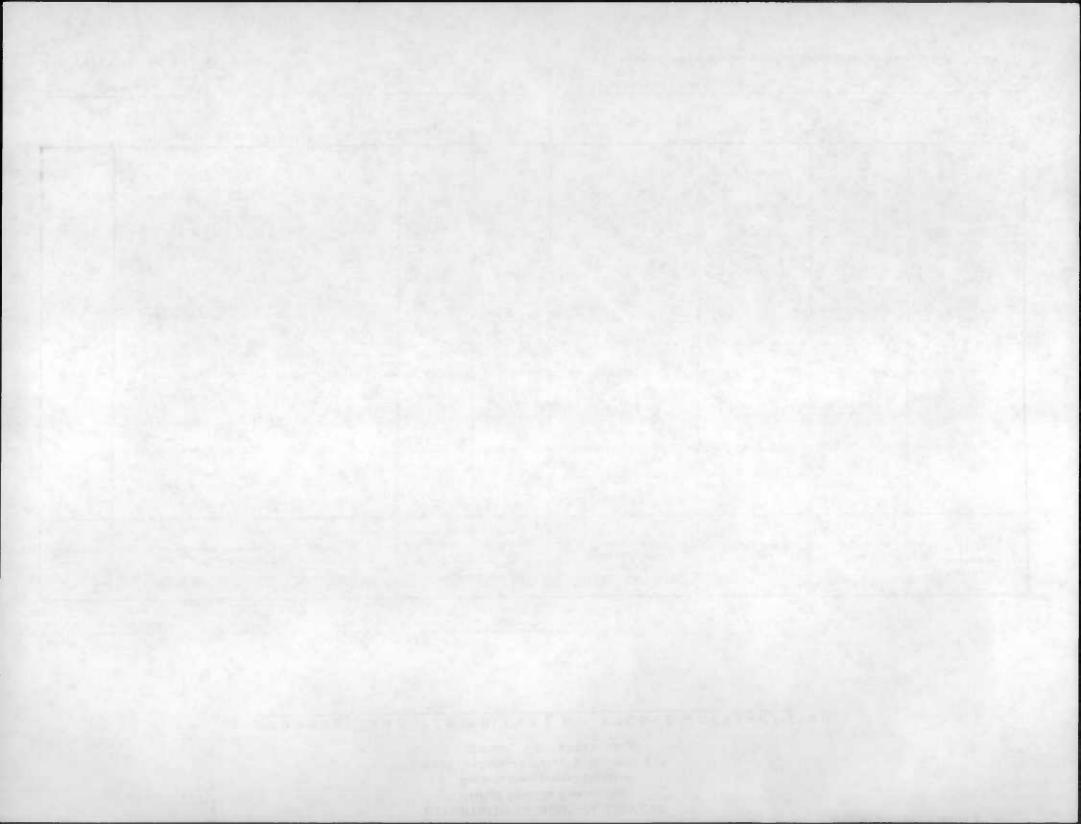
Stote Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 DGS-550-9



3-507 Done

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Glen Burnie District	Ct.	Anne	Arundel	Co.
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Oct. 30, 1990

COURT

COUNTY

DATE

(709)

eries		Author	rizotion	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number Unstripped	Retention Sched. No.	ltem No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	Glen Burnie Court cases - Civil 1-3379 year-1972A			1/1/72–12/31/72	30		
	Glen Burnie Court cases - Civil 1-1396 year-1972M			1/1/72–12/31/72	14		
	Glen Burnie Court cases-Ciril 1-6930 year 1975		-	1/1/75–12/31/75	27	in the state of th	
	Glen Burnie Court Cases Civil 1-7710 year-1976			1/1/76–12/31/76	65		
	Glen Burnie Court Cases Civil 1-3279 Annap. year 1973 1-2071 Glen Bur year 1973			1/1/73-12/31/73 1/1/73-12/31/73	.32		
	Glen Burnie Court Cases Civil 1-3953 Annapolis year 1974			1/1/74-12/31/74	.35		
	Glen Burnie Court Cases Curl			1/1/74-12/31/74	22		

Destruction Approved by Hall of Records Commission

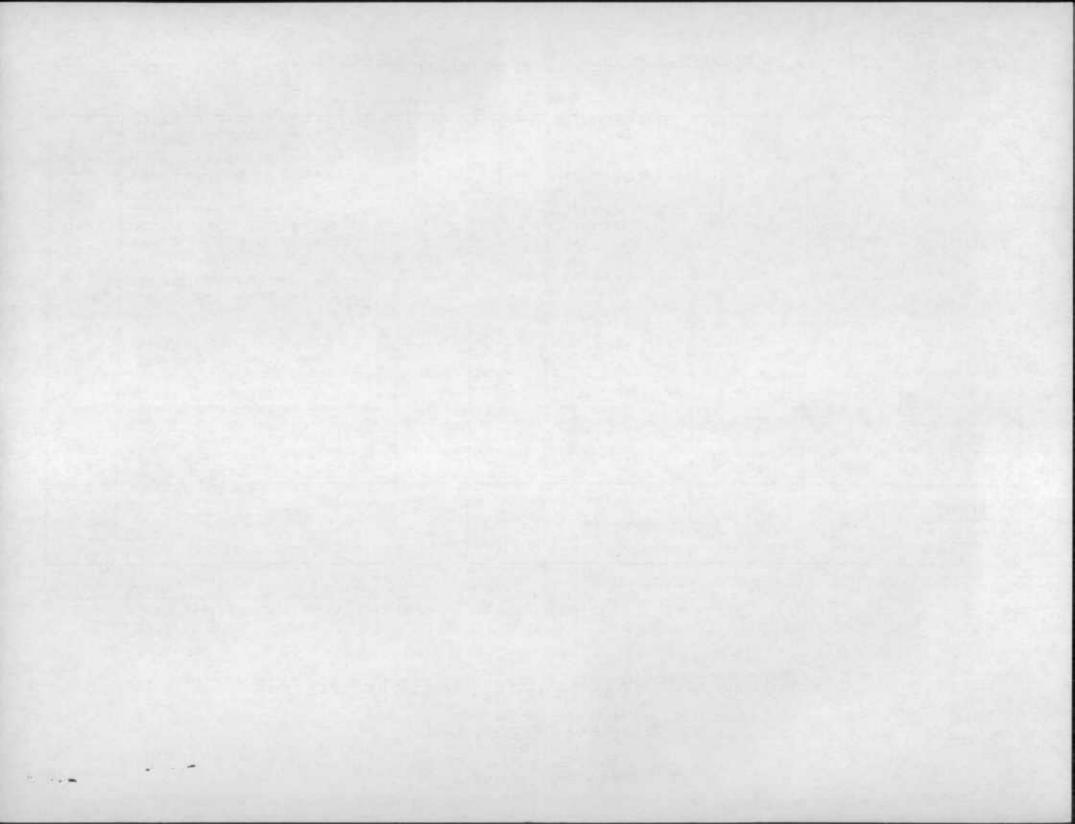
Destruction Certification

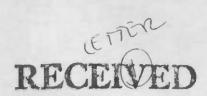
Date State Archivist

Signature of Court Official

Title

Date





PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION MAY 13 1992

DISTRICT COURT.

Glen Burnie

Anne ARundel Co. District 7

7/16/91

COURT

COUNTY

DATE

iories	Description of Records Include Title end/or Form Number	Authori	zotion	Inclusive			Method of Destruction (Recycle, shred, lendfill, etc.)
No.		Retention School. No.	liem No.	Detes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	
	Glen Burnie Civil			1/1/78 thru 12/31/78	41		
	Glen Burnie Civil			1/1/79 thru 12/31/79	104		

Destruction Approved by Hall of Recards Cammissian

Destruction Certification

Date

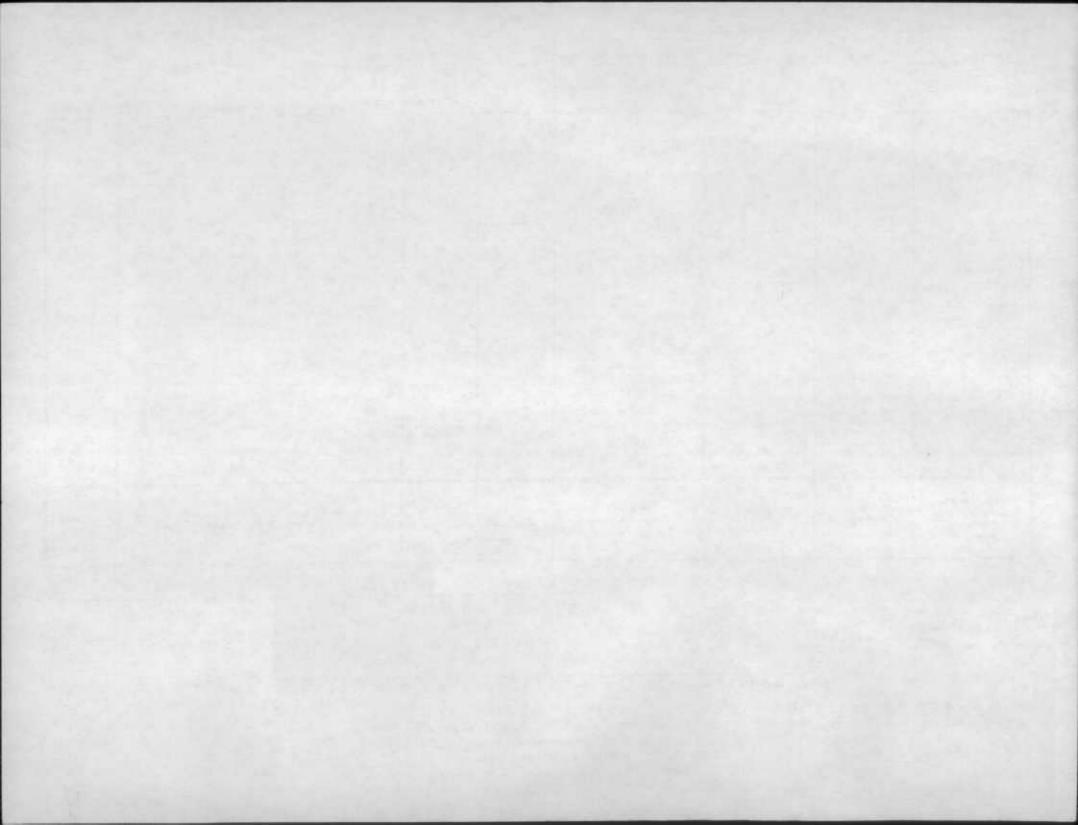
State Archivist

Signature of Court Official

Title

Date

Rav. 10/83



D. C. Cert. 7-2-CV2-93

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

(1060)

AUG 20 RECD

DISTRICT COURT

District Court for Anne Arundel County

8/12/93

COURT

COUNTY

DATE

Series		Autho	wization	Inclusive			Method of Destruction
No.	Description of Records Include Title end/or Form Number	Retention School No.	Item No.	Dates of Records Destroyed	Velume (Cubic Feet)	Destruction	(Recycle, shred, fendfill, etc.)
	OTHER CASES						
	Case Files - Glen Burnie Civil	975	Item 2	1/2/81-12/31/8	156		
						1	
		T. PYY					

Date

State Archivist

Signature of Caurt Official

Rev. 10/83

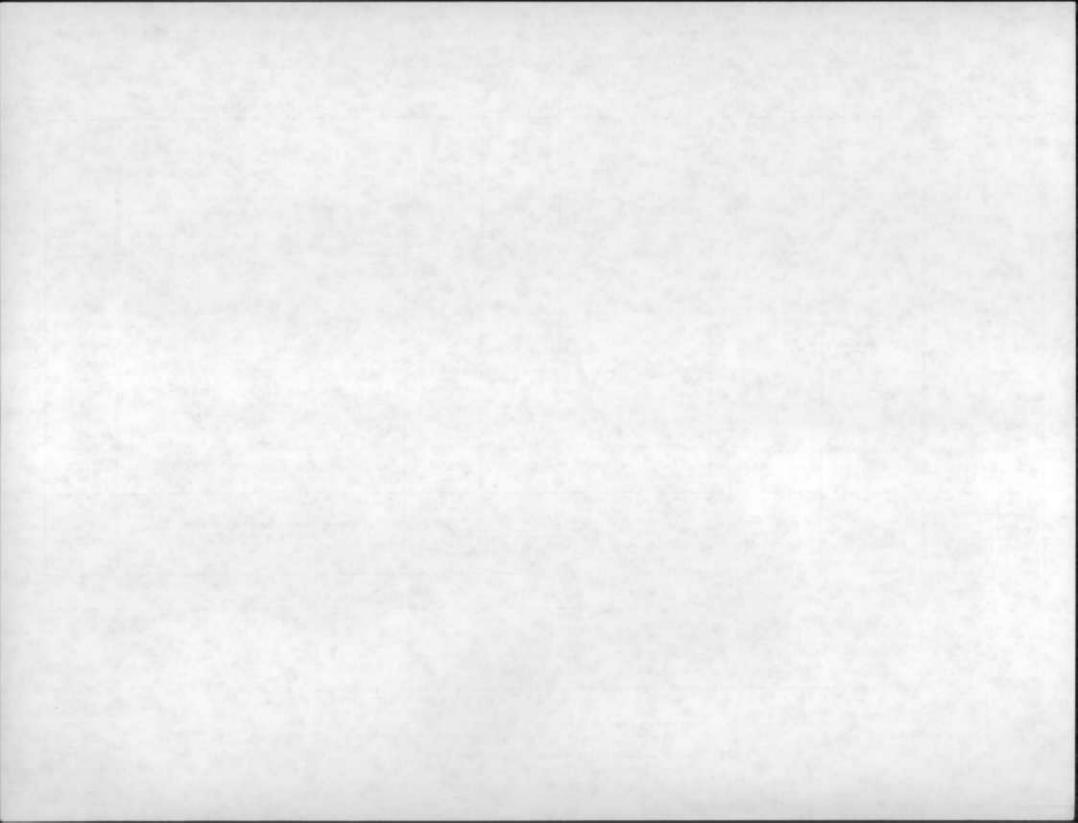
Pas-#50-9

Destruction Certification

Signature of Caurt Official

Title

Date



D.C. Cert. 07-CV-9-85

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #7

Anne Arundel

10/15/85

COURT

COUNTY

DATE

Series	Description of Records	Autho	rization	Inclusive			Method of Destruction
No.	include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	Closed Civil Cases involving judgment for a sum certain, original papers and exhibits	975 Sec. II	2	July 5, 1971 to June 30, 1982	200 cu ft		
	Closed Civil Cases involving emergency evaluation of domestic violence cases, original papers and exhibits	975 Sec III	2	July 5, 1971 to June 30, 1973	5 cu ft		
				70			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9

RECORDS DIVISION HERE!

OCT 2 1 RECTO

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION



District Court of Md,

Anne Arundel

11/4/96

93A171 Dist 7-2

COURT

COUNTY

DATE

		Autho	rization	Inclusive	Volume	Dote of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	ltem No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Civil J boxes Stripped material		-				
	only	975	Sec II	1982	14		
					S		
				-			
			4				
					Dubunian Cost		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

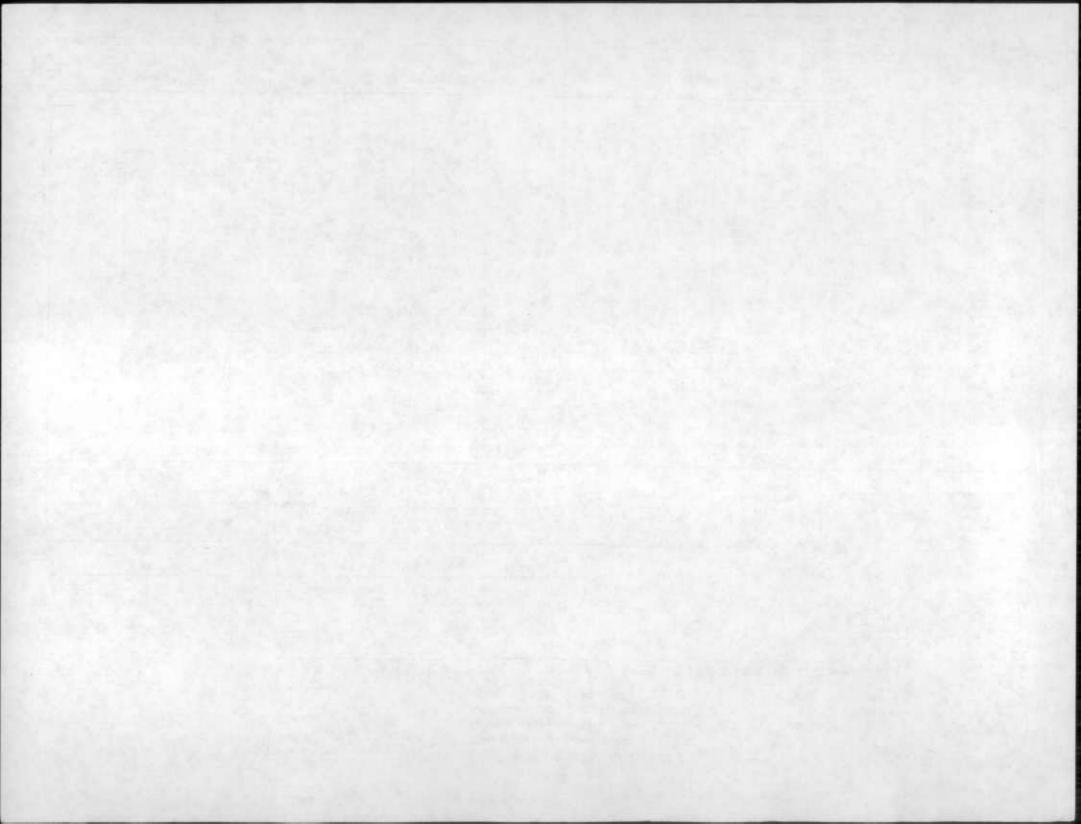
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES Holl of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D. C. Cert. 7-2-CV3-93

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

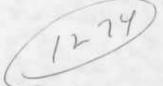
District	Court	for	Anne	Arundel	County	
						-

12/9/93

COURT

COUNTY

DATE



Series	Description of Records Include Title and/or Form Number	Authorizotion		Inclusive		,	Method of Destruction
No.		Retention School No.	Item No.	Dotes of Records Destroyed	Velume (Cubic Feet)	Destruction .	(Recycle, shred, fendfill, etc.)
	OTHER CASES Case Files	975	Item 2	1/1/82 -12/31/82	154		Storage
	1982 Glen Burnie Civil Cases Case Files Usntripped Stripped material						
	only.						
			- 114				

by Holl of Records Commission

Destruction Certification

Date

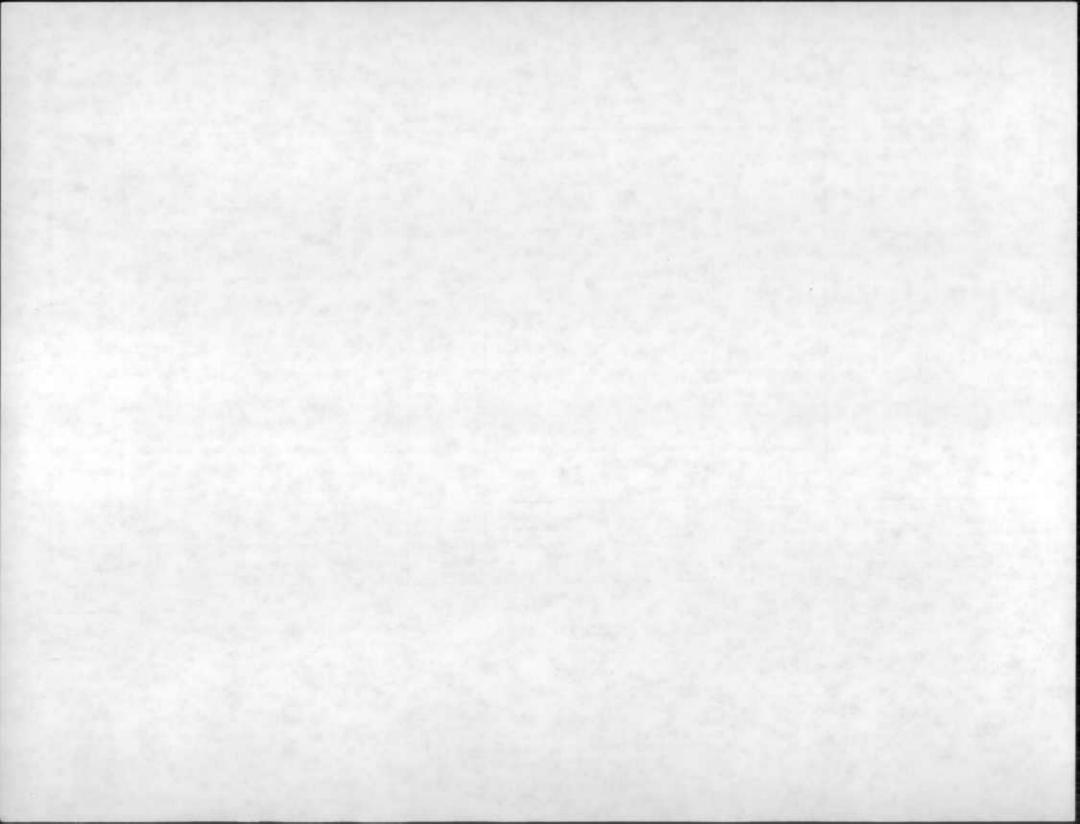
State Archivist

Signature of Court Official

Title

Dote

Rev. 10/83



D.C. Cert. 7-1-F-1-86 Page 1 of 4 pages



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court	for Anne Arundel County	7/24/86
COURT	COUNTY	DATE

Series		Autho	rizotion	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched, No.	item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	FISCAL RECORDS GENERAL ACCOUNTING a. Copies of Certificate of Deposit and Desposit Slips (Now STARS-110, DCA9) b. Copies of GAD R-1 or Substitute Monthly Reports c. Copies of Allocation— Adjustment (Now STARS-120) d. Cash Transmittals (DCA 20) e. Traffic and Criminal trans— mittal sheets f. Revenue Transmittal (DCA 3)	975 Sec. V	Item 1,a	7/1/82-6/30/83			
	PURCHASING a. Copies of Warehouse Requisitions DCA 34 b. Copies of Receiving Reports DCA 22 c. Copes of Equipment & Supplies Requisitions Headquarters (No form number)	975 Sec. V	Item 3	7/1/82-6/30/83	TOTAL VOLUME OF ALL PARTS IS 25 cu. ft.		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

INSTRUCTIONS FOR PREPARATION

- 1. PREPARE IN DUPLICATE. LEAVE COLUMNS DATE OF DESTRUCTION, METHOD OF DESTRUCTION, AND DESTRUCTION CERTIFICATION BLANK UNTIL ACTUAL DESTRUCTION HAS BEEN COMPLETED BY YOUR OFFICE.

 (DISTRICT COURTS SHOULD PREPARE CERTIFICATES AT LEAST IN TRIPLICATE.)
- 2. MAIL TO THE STATE RECORDS MANAGEMENT CENTER, P. O. BOX 275, 7275 WATERLOO RD. (RT. 175), JESSUP, MARYLAND 20794.
- 3. THE RECORDS MANAGEMENT DIVISION WILL FORWARD THE PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION FORMS TO THE STATE ARCHIVIST FOR APPROVAL. IF THE RECORDS PROPOSED FOR DESTRUCTION ARE CONSIDERED BY THE STATE ARCHIVIST TO BE OF ARCHIVAL VALUE, ARRANGEMENTS WILL BE MADE FOR TRANSFER TO THE HALL OF RECORDS.
- 4. IF THE STATE ARCHIVIST APPROVES THE DESTRUCTION, BOTH COPIES WILL BE SIGNED AND RETURNED TO THE COURT. UPON RECEIPT, INDICATE THE DATE AND METHOD OF DESTRUCTION IN THE PROPER COLUMNS, AND HAVE THE DESTRUCTION CERTIFICATE SIGNED BY A COURT OFFICIAL (TO BE A PERSON OF THE RANK OF RECORDS MANAGER, SECTION SUPERVISOR OR ABOVE). RETAIN ONE COPY FOR YOUR FILE, AND FORWARD THE SECOND COPY TO THE RECORDS MANAGEMENT DIVISION AT THE ABOVE ADDRESS. (DISTRICT COURTS MUST SEND 1 COPY TO THE CHIEF CLERK'S OFFICE.)
- 5. FOR YOUR INFORMATION -

ONE LETTER-SIZE FILE DRAWER = 1.5 CU. FT. OF RECORDS
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ONE RECORDS CENTER BOX = 1.0 CU. FT. OF RECORDS

D.C. Cert. 7-1-F-1-86 Page2 of 4 pages



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

7/24/86

COURT

COUNTY

DATE

Series		1 Authorization		Inclusive		Dote of	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	PAYROLL ACCOUNTING						
	a. Copies of Payroll and Check registers (Now form 305)	975 Sec. V 1	Item 1 a & b	7/1/82-6/30/83			
	MISCELLANEOUS ACCOUNTING						
	a. Bank books, statements and deposit receipts	975 Sec. V	Item 1	7/1/82-6/30/83			
	b. Cancelled checks, check copies and check stubs		a & b				
	c. Copies of time cards			Harles N. C.			
	d. Petty cash vouchers (DCA 23) Copies of bills and reim- bursement requests.						
	e. Working fund disbursements and reimbursement requests						
	f. Constable Transportation/ Time reports DCA 35 and Daily time report DCA 36 or equivalent along with audit copies of CV 8 forms, etc.				TOTAL VOLUME OF ALL PARTS IS 25 cu.ft.		

Destruction Approved by Holl of Records Commission

Date

State Archivist

Signature of Court Official

Title

Rev. 10/83 DGS-550-9

INSTRUCTIONS FOR PREPARATION

- 1. PREPARE IN DUPLICATE. LEAVE COLUMNS DATE OF DESTRUCTION, METHOD OF DESTRUCTION, AND DESTRUCTION CERTIFICATION BLANK UNTIL ACTUAL DESTRUCTION HAS BEEN COMPLETED BY YOUR OFFICE.

 (DISTRICT COURTS SHOULD PREPARE CERTIFICATES AT LEAST IN TRIPLICATE.)
- 2. MAIL TO THE STATE RECORDS MANAGEMENT CENTER, P. O. BOX 275, 7275 WATERLOO RD. (RT. 175), JESSUP, MARYLAND 20794.
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D.C. Cert. 7-1-F-1-86 Page 3 of 4 pages



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Anne Arundel County

7/24/86

COURT

COUNTY

DATE

Series		Authorization		Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention School No.	Item No.	Dates of Records Destroyed	Valume (Cubic Feet)	Date of Destruction	(Recycle, shred,
	MISCELLANEOUS ACCOUNTING (Continued) g. Receipt copies - court copy and audit DCA 2, DCA 1, DCA 11, etc. h. Cash register detail tapes and daily close-out reports. i. DCA 4, DCA 7 transmittals or equivalent. j. Reconciliation and trial balance sheets. k. Control and detail accounts for bad checks, escrow monies, Deferred and Parole and Probation receivables, bond forfeitures and trans- cripts, etc. l. Overage and Shortage reports m. Paid deferred and Parole and probation account orders, bad checks, etc. n. Copies of out of State Telepho	975 Sec. V	Item 1 a & b	7/1/82-6/30/83	TOTAL VOLUME OF ALL PARTS IS 25 cu.ft.		
	Destruction Approved by Hall of Records C	commission			Destruction Certific	otion	
	Date Stote As	chivia		Signoture of Cou	urt Official	Title	Dote

INSTRUCTIONS FOR PREPARATION

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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Monogement Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D.C. Cert. 7-1-F-1-86

Page 4 of 4 pages



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Anne Arundel County

7/24/86

COURT COUNTY DATE

Series		Authorization		Inclusive		diagram of the state of the sta	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	MISCELLANEOUS ACCOUNTING (Continued) o. Perpetual inventory records of pre-numbered forms p. Other subsidiary accounting records q. MATS payment batch envelopes including contents	975 Sec. V	Item la & b	7/1/82-6/30/83	TOTAL VOLUME OF ALL PARTS IS 25 cu.ft.		

Destruction Approved by Holl of Records Commission

Destruction Certification

Date

State Archivist

Signoture of Court Official

Title

Dote

Rev. 10/83 DGS-550-9

INSTRUCTIONS FOR PREPARATION

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DEPARTMENT OF GENERAL SERVICES Holl of Records Commission

Records Monogement Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D.C.Cert. 7-1-CR-1-87

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

1/1/87

COURT

COUNTY

DATE



ries	Description of Records	Autho	rization	Inclusive "			Method of
No.	Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS						
	Non-Mats Traffic Citations from 1/1/82-12/31/82	975 Item 2.	Sec. IV (a),(b) & (c)	1/1/83 - 12/31/83	1		
	Statement of Charges alleging violations of Transportation Article 1/1/82-12/31/82	11	п	1/1/83-12/31/83	1		
	Misc. Papers, Order, Etc. Entered into M.A.T.S. on cases closed between 1/1/82-12/31/82	н	R	1/1/83-12/31/83	20		
	OTHER CASES						
	Parking Citations	975	Sec. VI la & b	1/1/83-12/31/83	1		
	Destruction Approved by Holl of Records (•,	

Destruction Certification

Dote

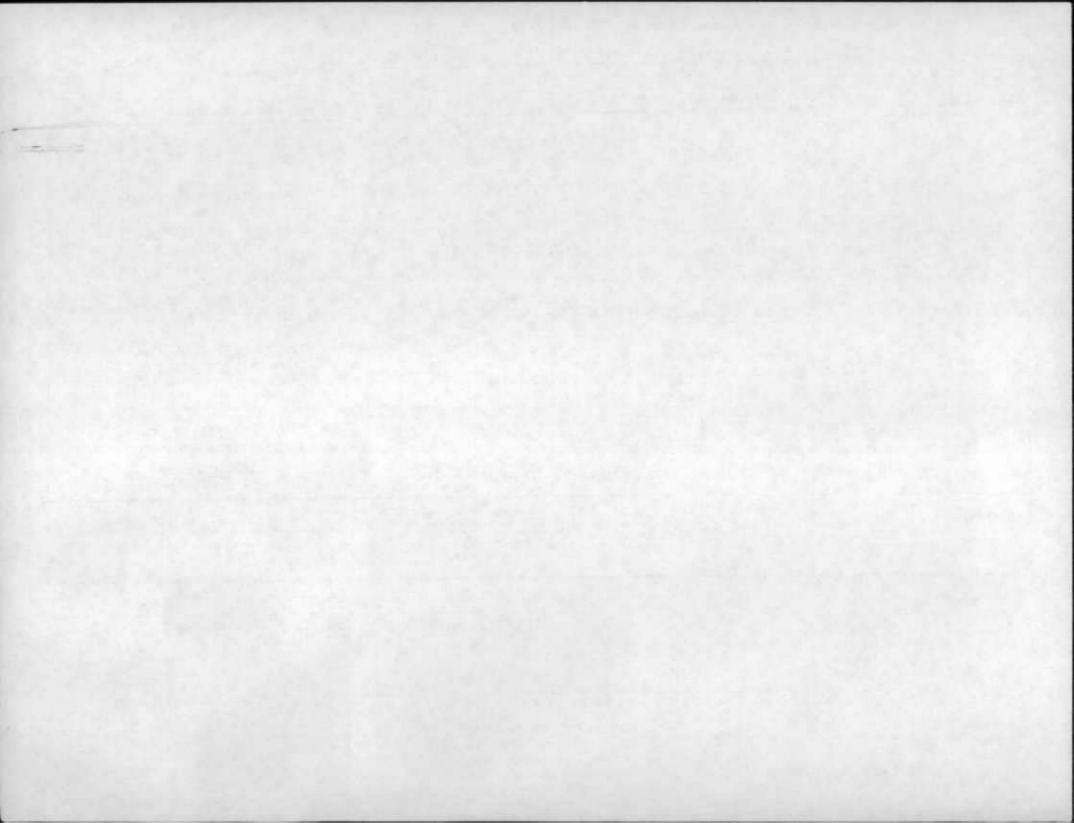
Stote Archivist

Signoture of Court Official

Title

Dote

DGS-550-9



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division 7275 WATERLOO RD., P.O. BOX 275 DC.Cert 7-1-CR-2-87

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Cout for Anne Arundel County

5/6/87

COURT

COUNTY

DATE

Series	Description of Records	Authorization		Inclusive			Method of
No.	Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS						
	Department of Natural Resource Citations from the Annapolis Court	975	Sec. 4 Item #2 (a)7(b)	1/83 - 12/83	1		

Destruction Certification

Date

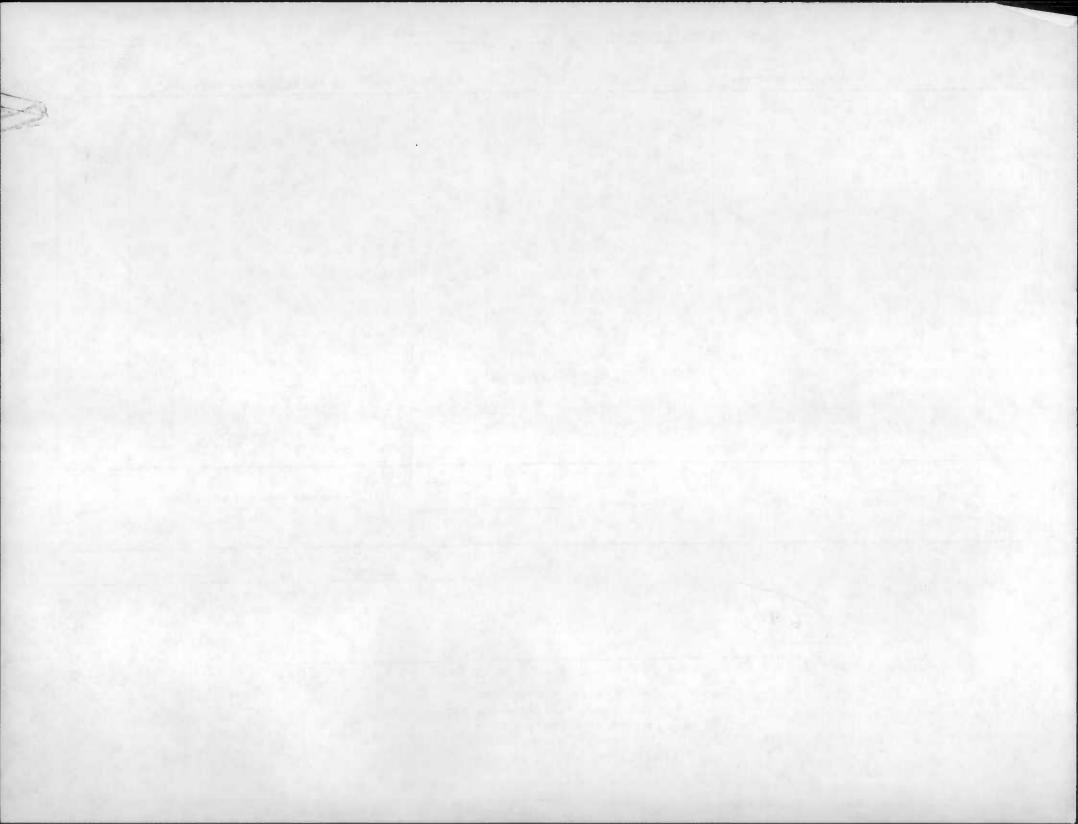
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

1/13/88

COURT

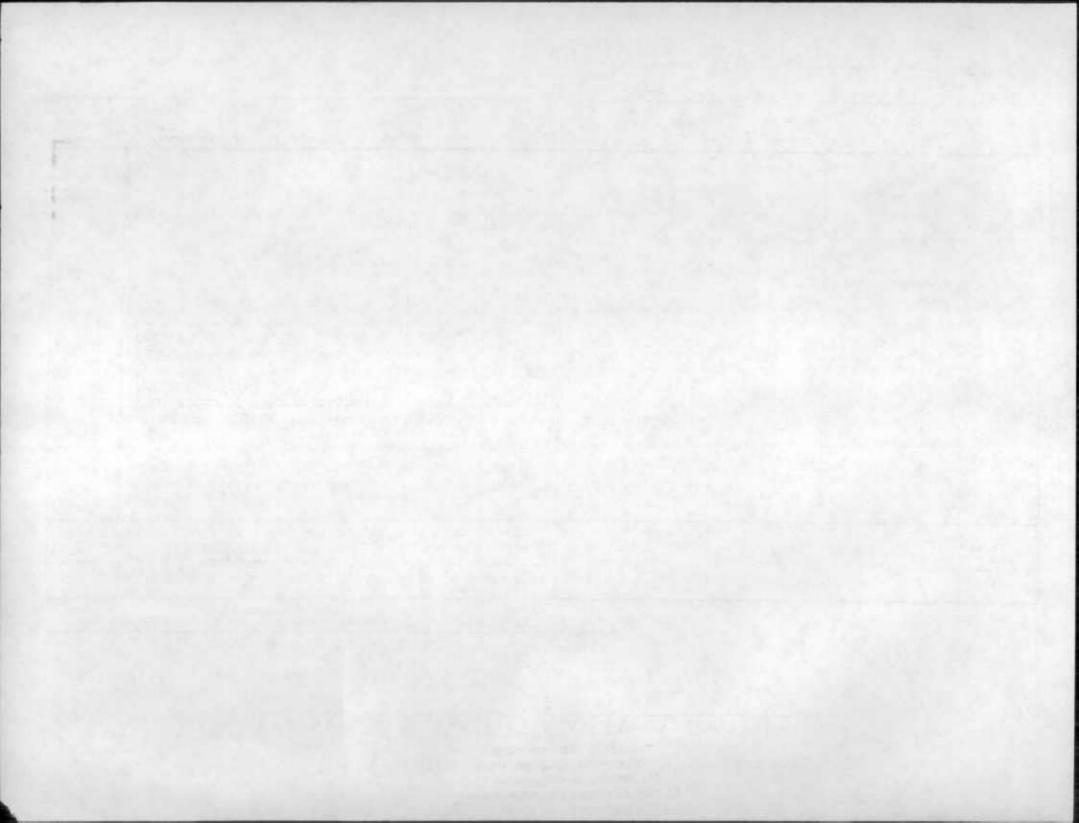
COUNTY

DATE

D.C. Cert 7-1-CR-1-88

Sories He.	Description of Records Include Title and/or Form Number	Authorization		Inclusive	Volume	Date of	Method of Destruction
		Retention Sched. No.	Item No.	Detex of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfil, etc.)
	CRIMINAL RECORDS Non-mats Traffic Citations from 1/1/84-12/31/84	975 Item 2	Sec. IV (a),(b), & (c)	1/1/84 - 12/31/84	1		
	Statement of Charges alleging violations of Transportation Article. 1/1/84-12/31/84			1/1/84 - 12/31/84	1		
	Misc. Papers, Orders, etc. Entered into M.A.T.S. on cases closed between 1/1/84 - 12/31/84			1/1/84 - 12/31/84	19		
					1.	*	

Destruction Approved b	by Hall of Records Commission	Destruction Cer	Destruction Certification				
Date	State Archivist	Signature of Court Official	Title	Date			
		Instructions for Preparation and	Submission on Rever	se Side			



JESSUP, MD 20794-0275

D.C. Cert 7-1-TR-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	Anne Arundel Coutny Court Court	3.49					
Series	Description of Records Include Title and/or Form Number	Aurh	orizetlan	Inclusive Detes of Records Destroyed			
No.		Retention School, No.	Item No.		Volume (Cubic Feet)	Dete of Destruction	Method of Destruction (Recycle, shred, lendfill, etc.)
	OTHER CASES						
	Parking Citaitons	975 Sec IV	Item 1 a & b	1/84 - 12/84	1/2		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

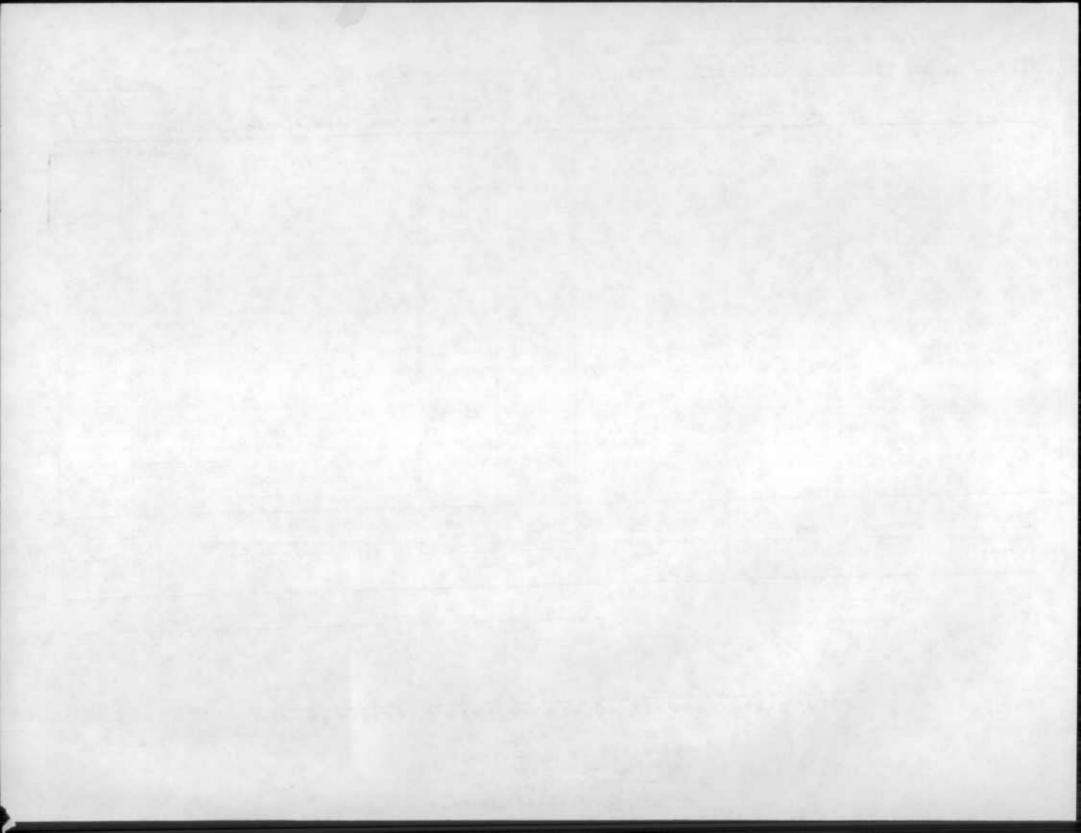
State Archivist

Signature of Court Official

Title

Date

4-550-9



D.C. Cert 7-1-MISC-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Anne Arundel County District Court 10/25/88
COURT COUNTY DATE

(454)

orina		Author	rizotion	Inclusive Dates of Rezords Destroyed		Date of Destruction	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.		(Cubic Feet)		(Recycle, shred, (and \$(1, erc.)
	CIVIL Electronic Recordings of Testimony	975 Section II	Item 2	7/1/83 to 6/30/84	35 cu. ft.		Degauss
	CRIMINAL Electronic Reocordings of Testimony	975 Section	Item 2	7/1/83 to 6/30/84			
	OTHER CASE Electronic Recordings of Testimony	975 Section VI	Item 2	7/1/83 to 6/30/84			
		7					LERT

Destruction Approved by Hall of Records Commission

Destruction Certification

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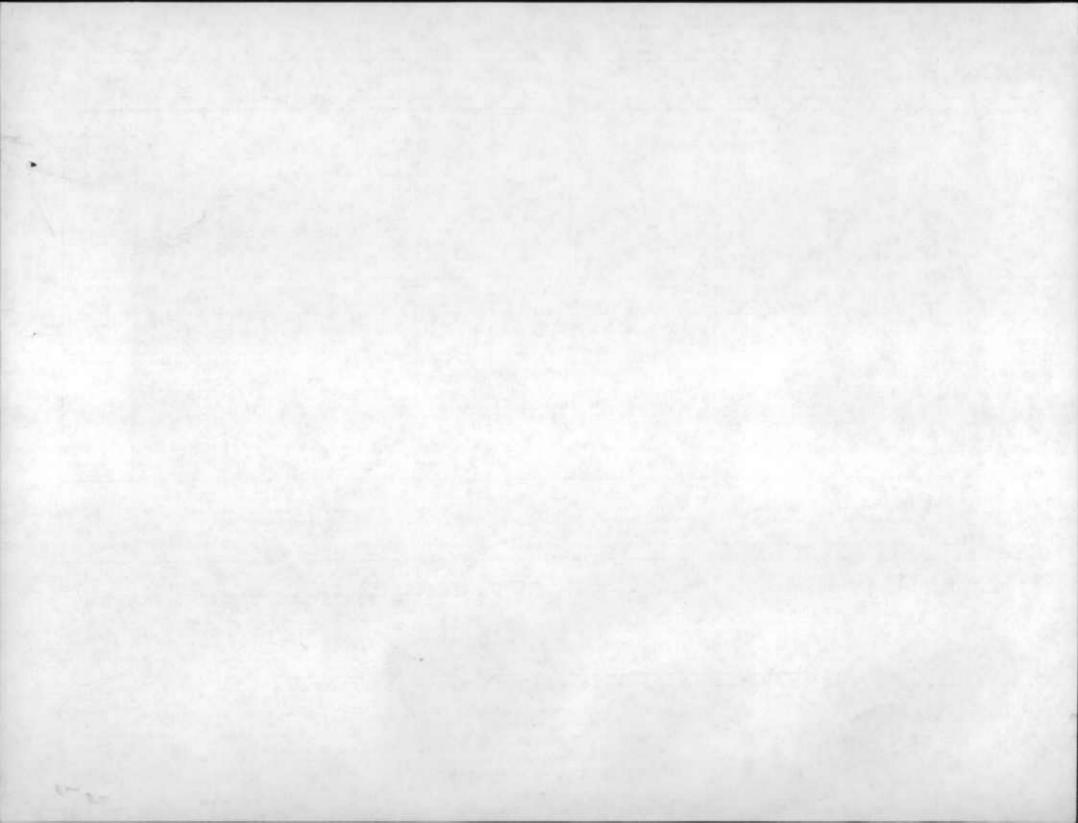
State Archivist

Signature of Court Official

Title

Date

**- 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

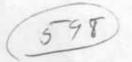
District	Court	for	Anne	Arundel	County
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8/24/89

COURT

COUNTY

DATE



Series No.	Description of Records Include Title end/or Form Number	Authorization		Inclusive			Method of Destruction
		Retention Schod. No.	Item No.	Dates of Records Destroyed	Velume (Cubic Feet)	Dete of Destruction	(Recycle, shred, lendfill, etc.)
	CRIMINAL RECORDS Non-Mats Traffic Citations from 1/1/84 - 12/31/84	975 Item 2.	Sec.IV (a),(b) & (c)	1/1/84-12/31/84	1		
	Statement of Charges Alleging Violations of Transportation Article 1/1/84 - 12/31/84	11	in (C)	1/1/84 - 12/31/85	1		
	Misc. Papers, Order, Etc. Entered into M.A.T.S. on Cases Between 1/1/84 - 12/31/84	11	99	1/1/84 - 12/31/84	20		
	OTHER CASES						
	Parking Citations	975	Sec. VI 1a & b	1/1/84-12/31/84	1		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

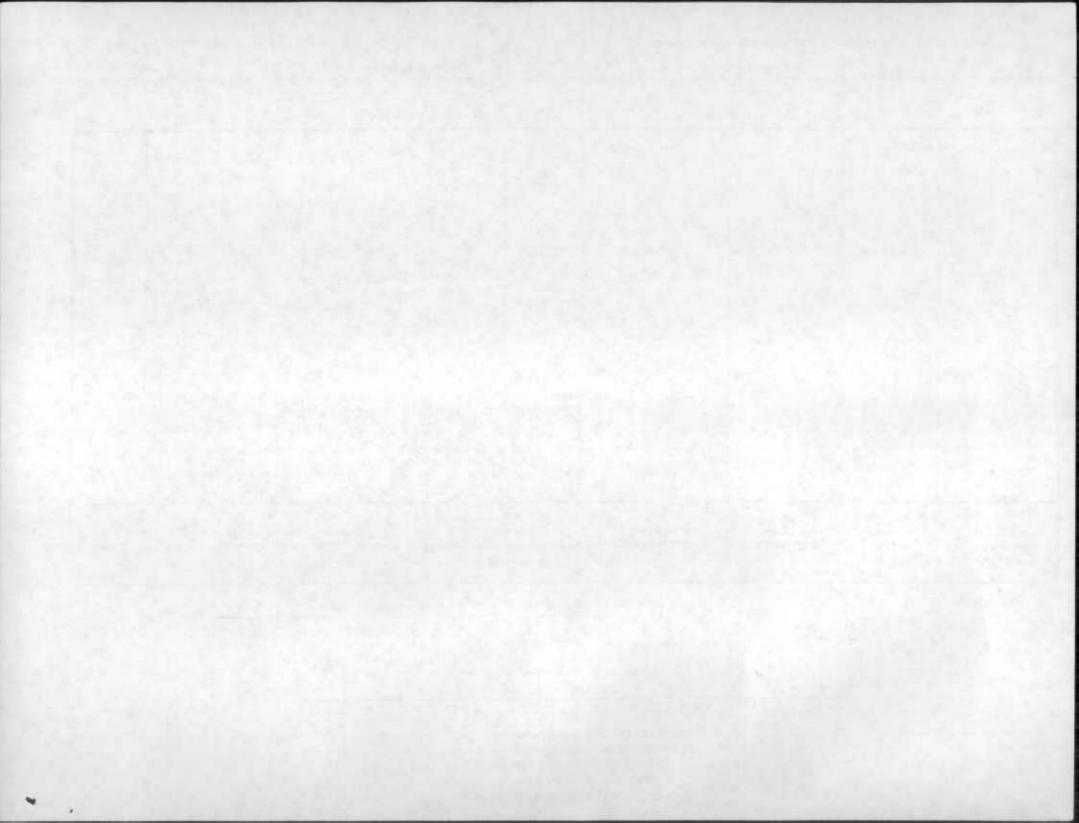
Stote Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DC 7-1-F-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	for	Anne	Arundel	County
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9/27/88

COURT

COUNTY

DATE

Series		Authorizotion		Inclusive			Method of Destruction
No.	Description of Records include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Recycle, shred, landfill, etc.)
	FISCAL RECORDS General Accounting a. Copies of Certificate of Deposit & Deposit Slips (Now STARS-110, DCA9) b. Copies of GAD R-1 or Substitute Monthly Reports c. Copies of Allocation - Adjustment (Now STARS-120) d. Cash Transmittals (DCA20) e. Traffic & Criminal Transmittal Sheets f. Revenue Transmittal (DCA 3)	975 Sec.V	ltem 1,a	7/1/84-6/30/85			
	Purchasing a. Copies of Warehouse Requisitions DCA34 b. Copies of Receiving Reports DCA 22 c. Copies of Equip. & Supplies Requisitions Headquarters (No form number)	975 Sec. V	ltem 3	7/1/84-6/30/85	TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		

Destruction Approved by Holl of Records Commission

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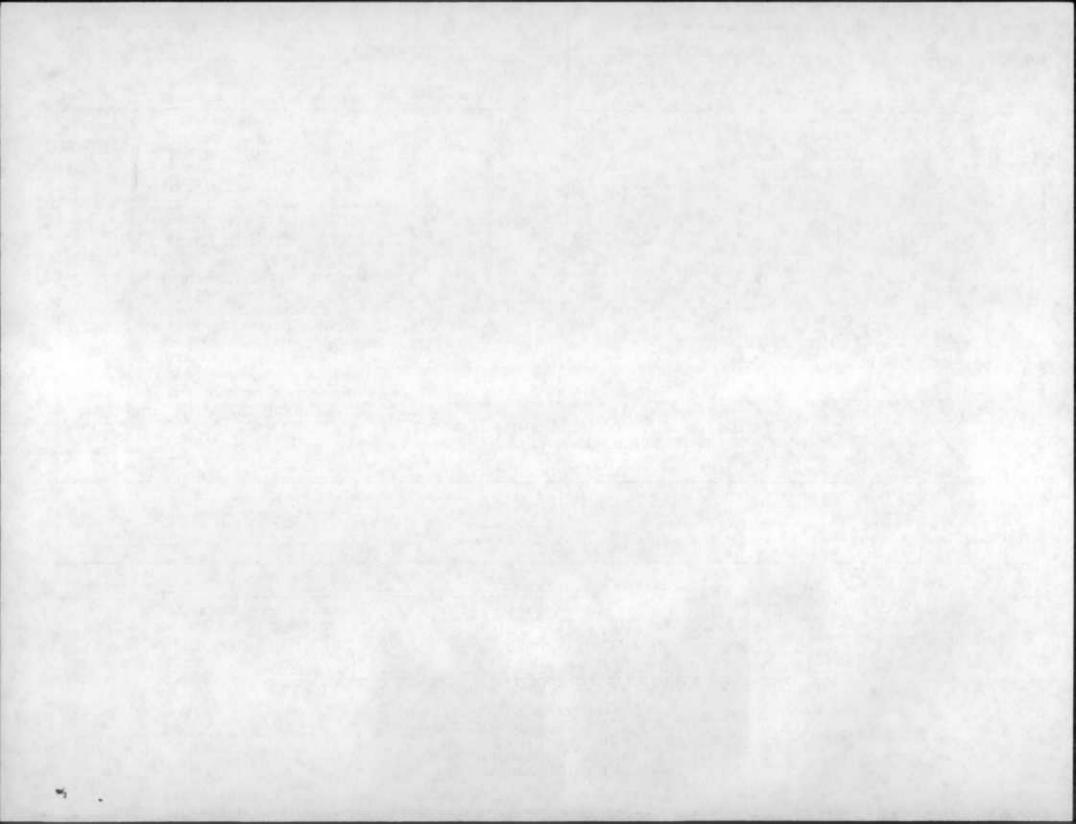
State Archivist

Signature of Court Official

Title

Date

Pev. 10/83 DGS-550-9



DC 7-1-F-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

COURT

COUNTY

DATE

453

	Description of Records Include Title and/or Form Number	Autho	rizotion	Inclusive		Date of Destruction	Method of Destruction Recycle, shred, I andfill, etc.)
		Retention Sched. No.	item No.	Dates of Records Destrayed	Volume (Cubic Feet)		
	ayroll Accounting Copies of Payroll and Check Registers (Now Form 305)	975		7/1/84-6/30/85		,	
a	Deposit Receipts Copies of Time Cards Petty Cash vouchers (DCA 23) Copies of Bills & Reimbursement Requests	975 Sec. V	ltem 1 a & b				
f	and Reimbursement Requests				TOTAL VOLUME OF ALL PARTS 1S 25 CU. FT.		

Destruction Approved by Holl of Records Commission

Destruction Certification

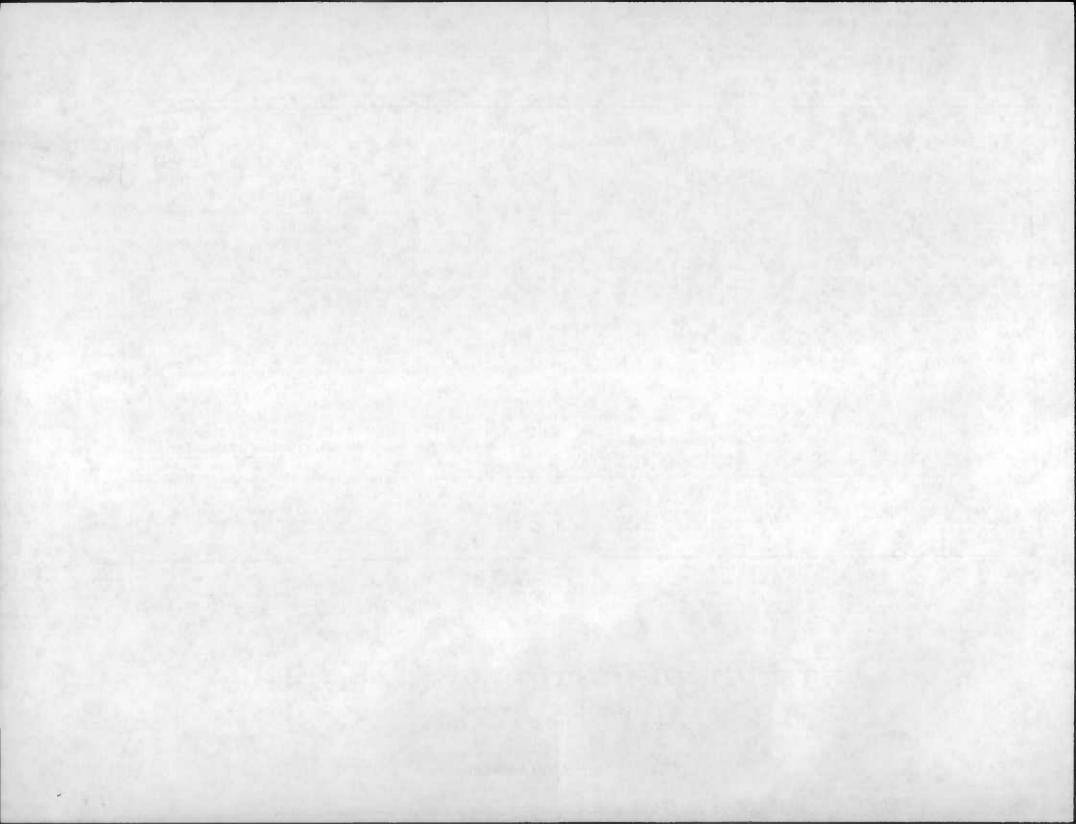
State Archivist

Signoture of Court Official

Title

Date

14 (8) 000-110-1



Page 3

DC 7-1-F-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

9/27/88

COURT

COUNTY

DATE



Description of Records	Authorization		Inclusive			Methodof
Include Title and/or Form Number	Retention Sched. No.	ltem No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	Destruction Recycle, shred, landfill, etc.)
Miscellaneous Accounting (cont'd) g. Receipt Copies - court copy & Audit DCA 2, DCA 1, DCA 11, Etc. h. Cash Register Detail Tapes & Daily Close-Out Reports i. DCA 4, DCA 7 Transmittals or Equivalent j. Reconciliation & Trial Balance Sheets k. Control & Detail Accounts for Bad Checks, Escrow Monies, Deferred & Parole & Probation Receivables Bond Forfeitures & Trans- cripts, Etc. l. Overage & Storage Reports m. Paid Deferred & Parole & Probation Account Orders, Bad Checks, Etc. Copies of Out of State Tele- phone Logs Destruction Approved by Holl of Records Co	975 Sec V	Item 1 a & b	7/1/84-6/30/85	TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		

Stote Archivist

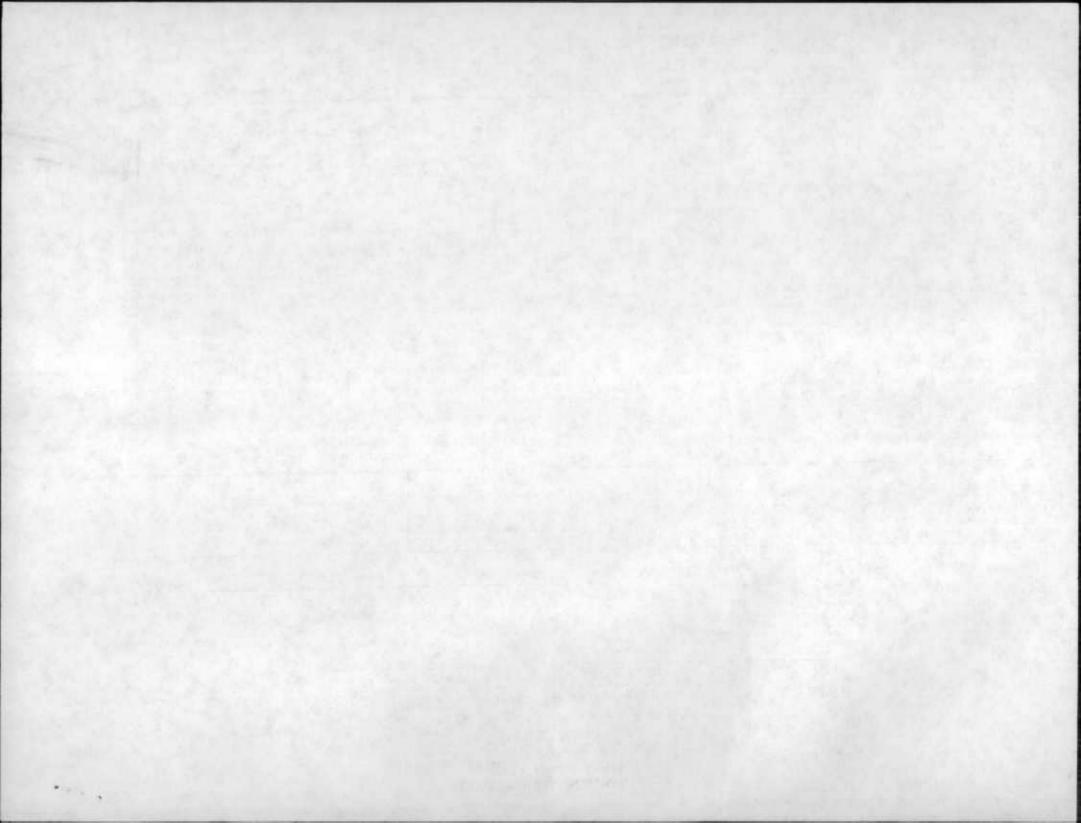
Signature of Court Official

Title

Date

DGG-550-9

Date

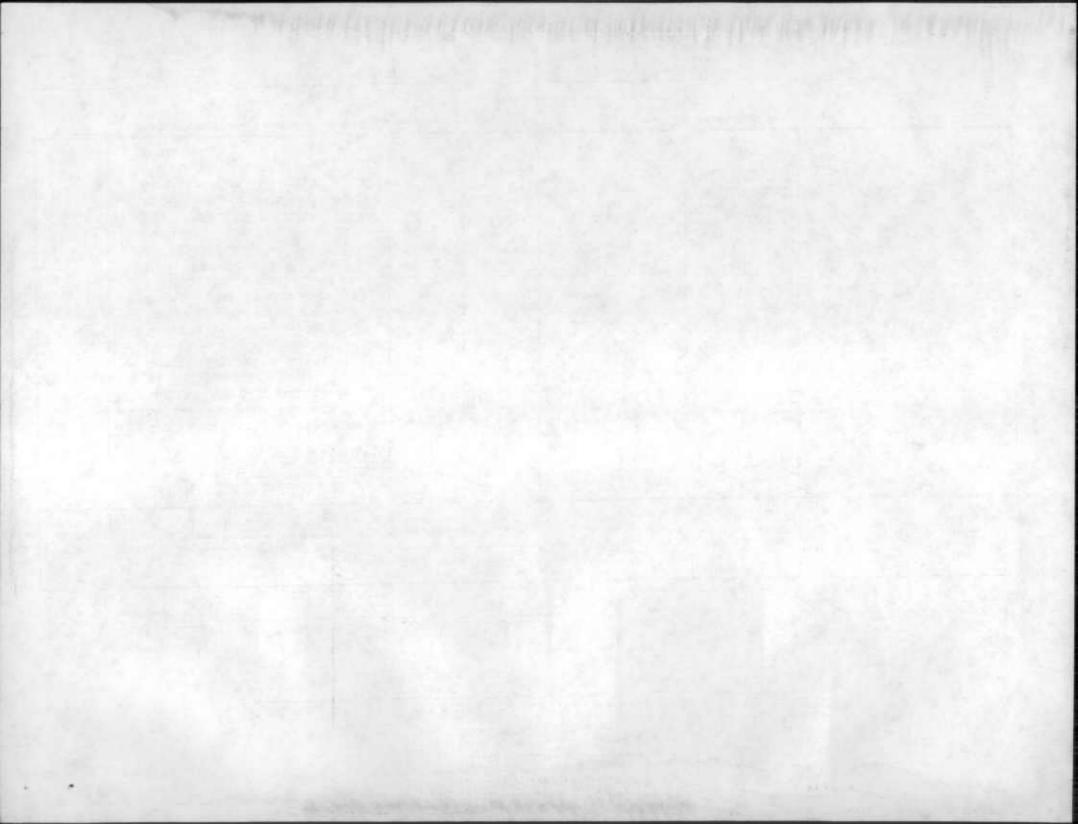


Page 3

DC 7-1-F-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	COURT	COUNTY		DATE		(586		
ries	4 December 10	4 Deserted 40	Autho	rizotion	Inclusive Dotes of Records Destroyed			Method of
No.		cords orm Number	Retention Sched. No.	Item No.		Volume (Cubic Feet)	Dote of Destruction	Destruction (Recycle, shred, landfill, etc.)
h i j k n.	Daily Close-Out F DCA 4, DCA 7 Trar or Equivalent Reconciliation & Balance Sheets Control & Detail for Bad Checks, E Monies, Deferred & Probation Recei Bond Forfeitures cripts, Etc. Overage & Storage Paid Deferred & P Probation Account Checks, Etc.	court copy CA 1, DCA 11, tail Tapes & Reports nsmittals Trial Accounts Escrow & Parole vables & Trans- Reports arole & Orders, Bad	975 Sec V	ltem 1 a & b	7/1/84-6/30/85	TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		
	Destruction Approved by I	Hall of Records Con	nmission			Destruction Certifi	cation	
Date 10/83	DGS-550-9	State Arch	livist		Signature of Caur	t Official	Title	Date



D. C. Cert. 7-1-CR5-92

RECEIVE

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

AUG 4 1992

DISTRICT, COURT

District Court for Anne Arundel County

7/23/92

COURT

COUNTY

DATE

eriee	Description of Records Include Title and/or Form Number	Author	rization	inclusive	Volume (Cubic Feet)	Dote of Destruction	Method of Destruction (Recycle, shred, lendfill, etc.)
No.		Retention Sched. No.	Item No.	Dates of Records Destroyed			
De Re	epartment of Natural esource citations from ne Annapolis court	975 Sec. 4	2 a & b	1/83 - 12/85	3		Landfill

Date

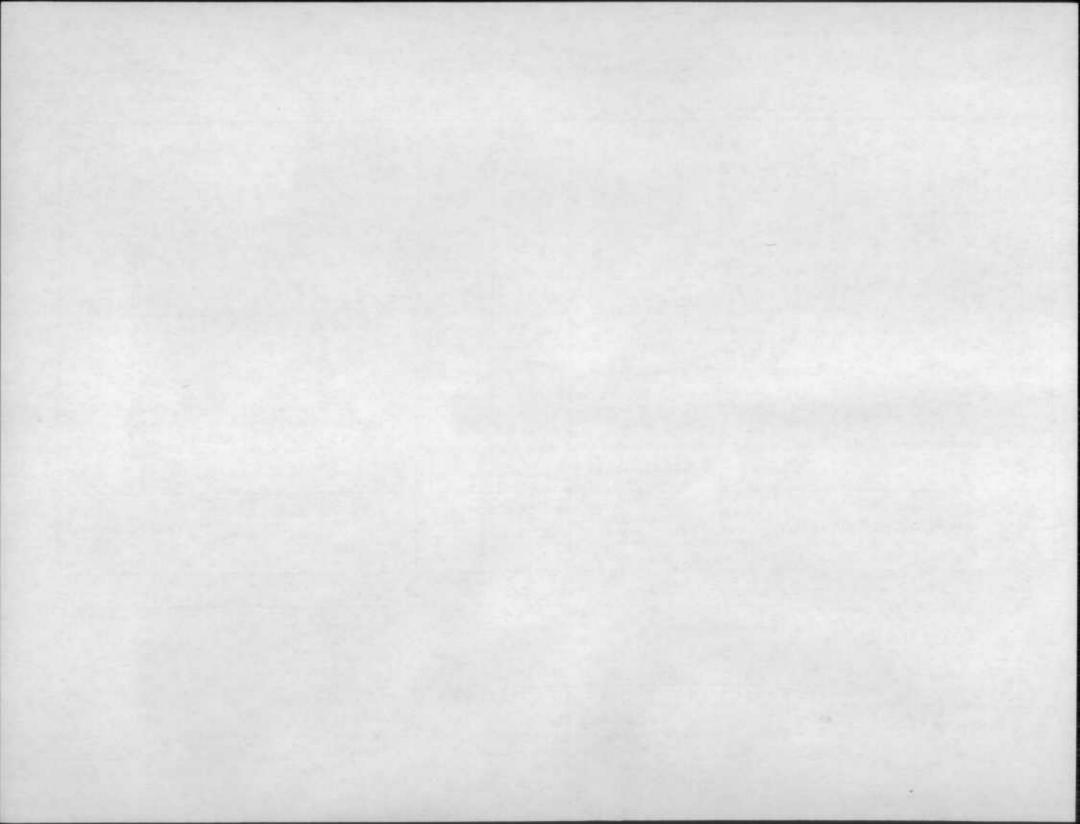
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



Page 4 DC-7-1-F-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	for	Anne	Arundel	County	9/27/8	38
COURT				COUNT	Y	DATE	

(453)

Description of Records	Authorization		Inclusive		ţ	Memodof
Include Title and/or Form Number	Retention item Sched. No. No.		Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	Destruction (Recycle, shree landfill, etc.)
Miscellaneous Accounting (cont'd) O. Perpetual Inventory Records of Pre-Numbered Forms P. Other Subsidiary Accounting Records R. MATS Payment Batch Envelopes Including Contents Destruction Approved by Hall of Records Com	975 Sec V	Item 1 a & b	7/1/84 - 6/30/85	TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

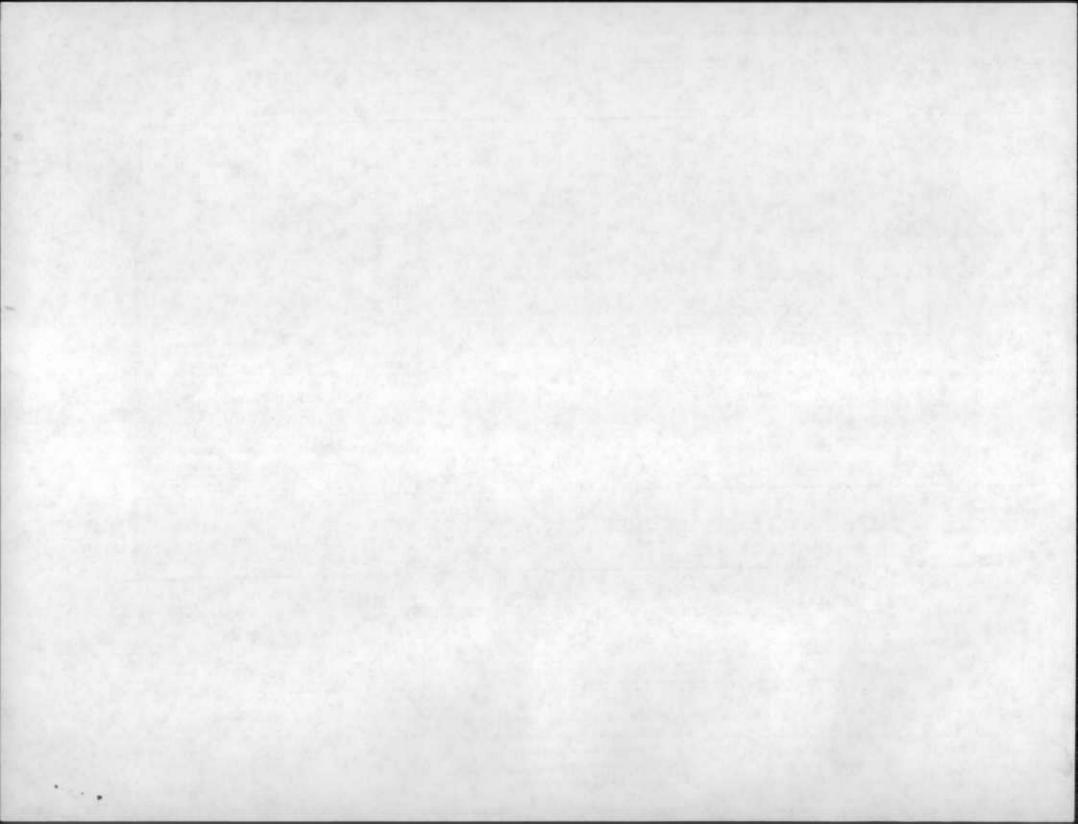
State Archivist

Signature of Court Official

Title

Date

DGS-550-9



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court	for	Anne	Arundel	County	8/24/89
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COURT

COUNTY

DATE



D.C.Cert 7-1-CR-1-89

Series		Autho	rization	Inclusive			Method of
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	(Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS Non-Mats Traffic Citations from 1/1/85-12/31/85	975 Item 2.	Sec.IV (a),(b) & (c)	1/1/85-12/31/85	1		
	Statement of Charges Alleging Violaitons of Transportation Article 1/1/85 - 12/31/85	п	19	1/1/85-12/31/85			
	Misc. Papers, Order, Etc. Entered into M.A.T.S. on Cases Closed Between 1/1/85 - 12/31/85	13	TT	1/1/85 - 12/31/85	20		
	OTHER CASES Parking Citations	975	Sec VI 1a & b	1/1/85 - 12/31/85			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

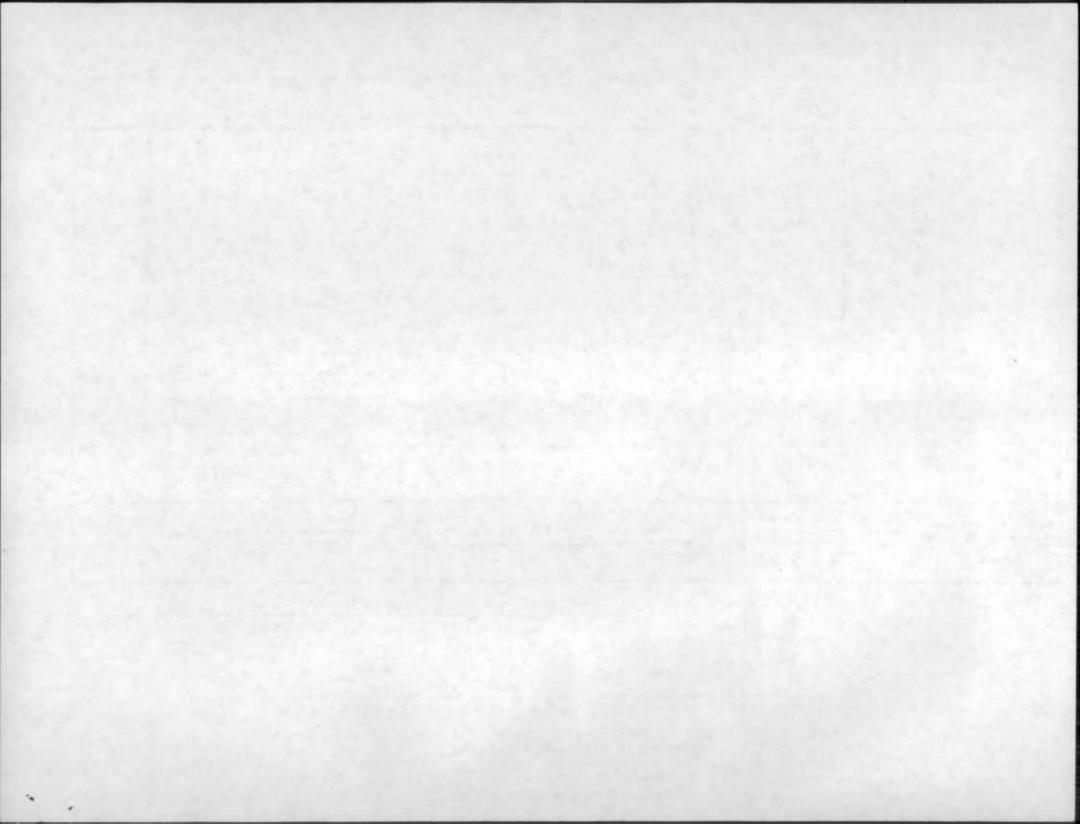
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	for	Anne	Arundel	County

8/24/89

COURT

COUNTY

DATE

D.C. Cert 7-1-CR-1-89

Series Description of Records No. Include Title and/or Form Number	Adme	rization	Inclusive			Method of Destruction	
	Retention School, No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	(Recycle, shred, lendfil, etc.)	
	CRIMINAL REOCRDS Inside of case files for period of January 1985 through December 1985. Case File Folders will be Permanently Retained & Transferred at Later Date to the Hall of Records.	975	Sec.IV Item #2 (a), (b)	1/85 - 12/85	100		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

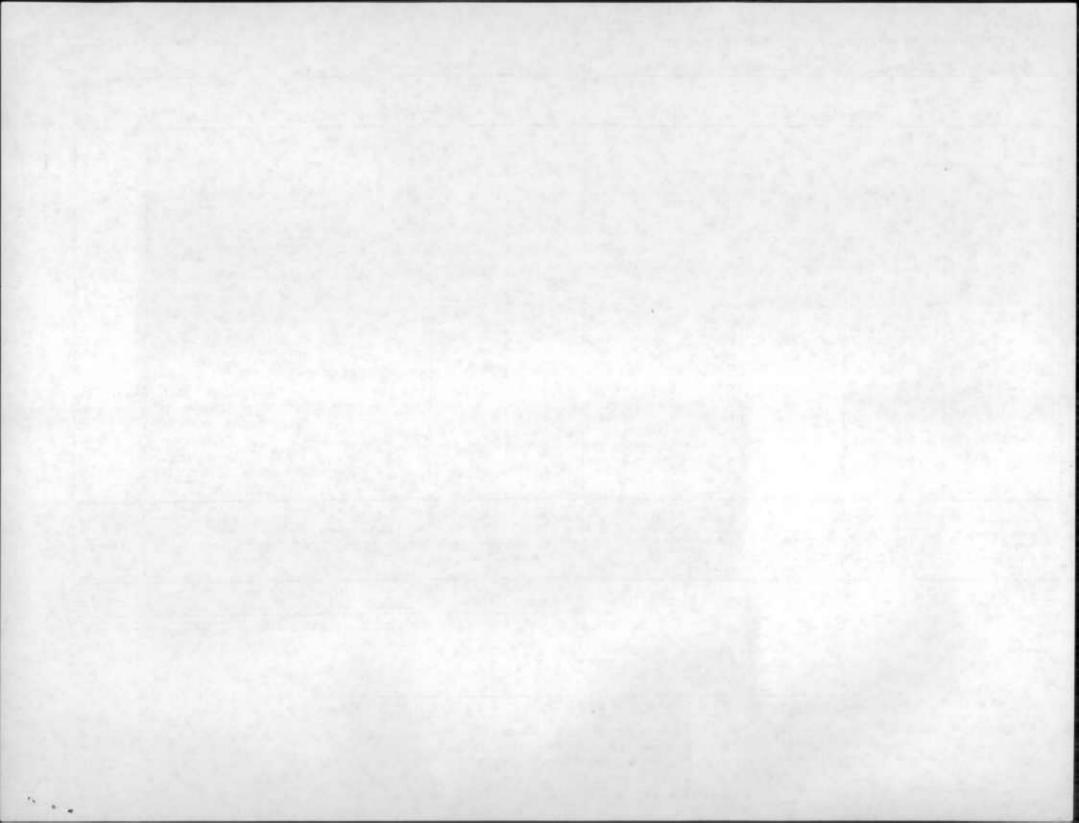
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9





MAY 29 1992

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTIONISTRICT COURT

	COUNTY COUNTY		DATE				0	
		Author	izotion	Inclusive	Volume	Date of	/ Varyela, shred.	
Series Description of Records No. Include Title end/or Form Number	Retention School No.	Item No.	Dotes of Records Destroyed	(Cubic Feet)	Destruction			
	Civil Landlord Tenant 1976, 1977, 1978			76, 77, 78	8			
	Civil Special Proceeding 1981-1986			1981 thru 1986	55			
	Civil	1 5		1975	1/2			
			100				1	
	Destruction Approved by Hall of Records	Commission			Destruction Certif	ication		
				6: 4 6	. 011: -: -!	Title	Do	
10/8		Archivist		Signature of Cou	rt Official for Preparation and Si			

Rev. 10/83

DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275 D.C. Cert. 7-1-CR-90

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Co	urt for	Anne	Arundel	County
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1/2/90

COURT

COUNTY

DATE

(601)

Series Description of Records No. Include Title and/or Form Number	Description of Pagada	Authorization		Inclusive			Method of	
	Include Title end/or Ferm Number	Retention Schod, No.	Item No.	Detes of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	Destruction (Recycle, shred, landfil, etc.)	
	CRIMINAL RECORDS Non-Mats Traffic Citations from 1/1/86-12/31/86	975 Item 2	Sec.IV (a),(b) 2 & (c)	1/1/ - 12/31/	1			
	Statement of Charges alleging violations of Transportation Article 1/186-12/31/86	11	ē e	1/1 -12/31/	1			
	Misc. Papers, Orders, Etc. Entered into M.A.T.S. on cases between 1/1/86- 12/31/86	99	01	1/1 -12/31/	20			
	OTHER CASES Parking Citations CRIMINAL RECORDS	975	Sec. VI	1/1/ -12/31/ 1	1 :			
	Inside of case files for period of January 1986 through December 1986. Case file folders will be permanently retained & transferred at later date to Hall of Reco	975 rds.	Sec. IV Item #2 (a),(b) &(c)	1/ - 12/	100			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

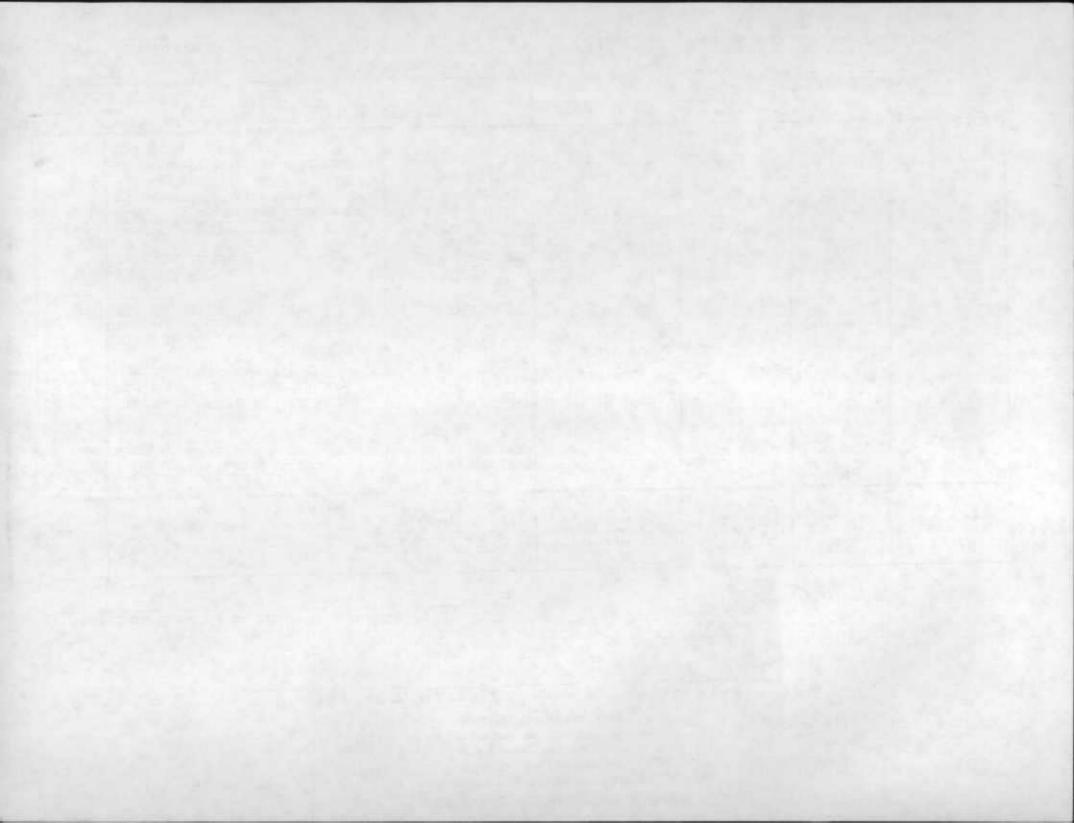
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	for	Anne	Arundel	County	
					The second secon	

11/20/90

COURT

COUNTY

DATE

(231)

Series	Description of Records	Autho	rization	Inclusive			Method of Destruction
No.	Include Title and/or Form Number	Retention Sched, No.	Item No.	Dates of Records Destrayed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, londfill, etc.)
	Criminal Records Non- MDCCS, Dept. of Natural Resources Traffic Citations from 1983 - 1986	975	Sec. 2	1/1/83 - 12/31/83	1		
				1/1/84 - 12/31/84	1		
				1/1/85 - 12/13/86	1		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

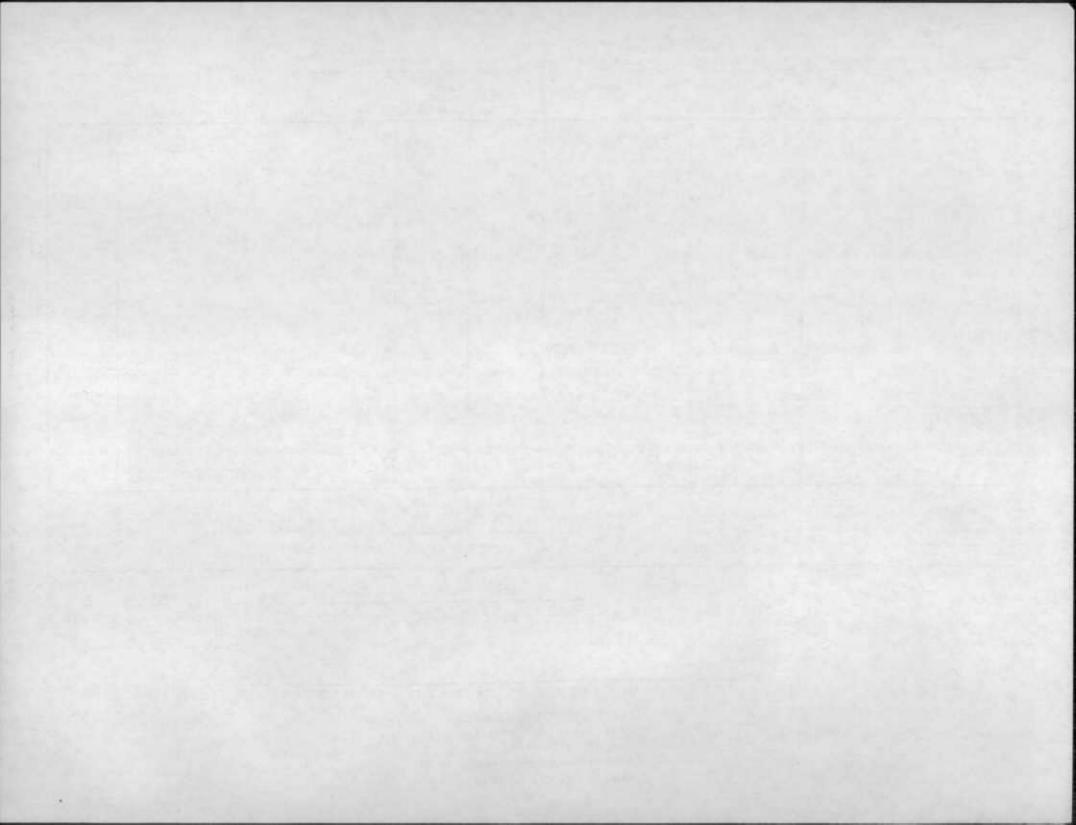
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

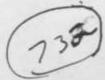
District Cou	rt for	Anne	Arundel	County
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11/20/90

COURT

COUNTY

DATE



ries	Description of Records	Authorization		Inclusive Dates of Records Destroyed		Date of Destruction	Method of Destruction (Recycle, shred, I and fill, etc.)
No. Include Title and/or Form Number	Retention Sched. No.	Item No.	(Cubic Feet)				
	Criminal Records Non- MDCCS, Dept. of Natural Resources Traffic Citations from 1983 - 1986	975	Sec. 2	1/1/83 - 12/31/83	1		
				1/1/84 - 12/31/84	1		
				1/1/85 - 12/13/86	1		

ruction Approved by Holl of Records Commission

Destruction Certification

Date

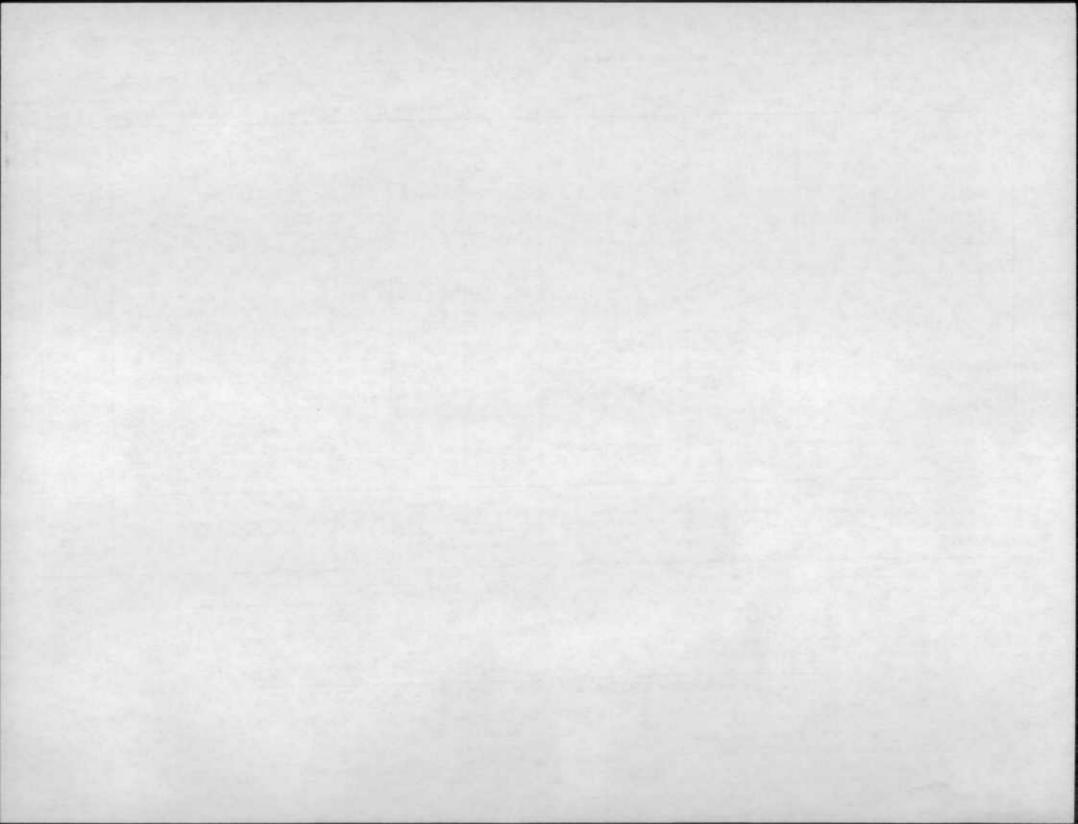
State Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

12/4/90

COURT

COUNTY

DATE



Series	Description of Records	Author	ization	Inclusive		!	Memadaf
No.	Include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destrayed	Volume (Cubic Feet)	Date of Destruction	Destruction Recycle, shrød, Iandfill, øtc.)
	Criminal Records						
	Section IV Criminal Case Files of	975	2d	1/1/83 - 12/31/83	4		Shred
	Expunged Cases	M. T.		1/1/84 - 12/31/84	4		
				1/1/85 - 12/31/85	3		
	<i>0.1</i>			1/1/86 - 12/31/86	2		

Destruction Approved by Holl of Records Commission

Destruction Certification

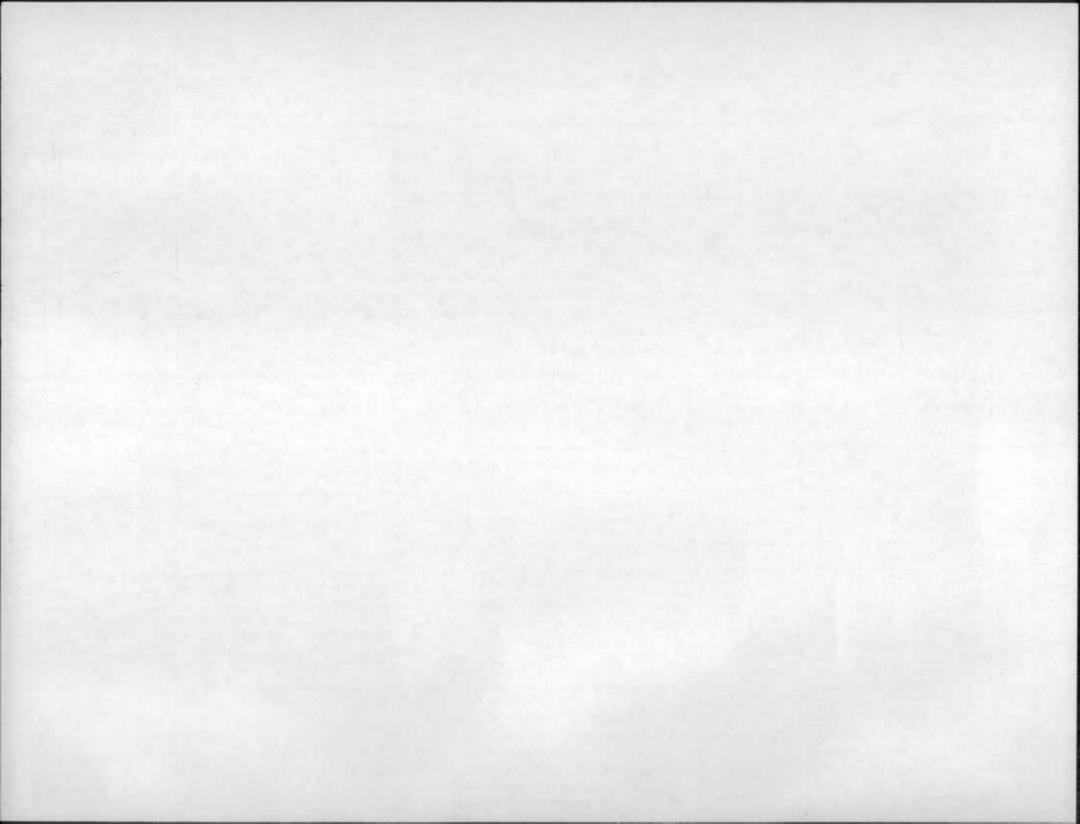
Date

State Archivist

Signature of Court Official

Title

Dote



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275

DC 7-1-F-1-89

Instructions for Preparation and Submission on Reverse Side

JESSUP, MD 20794-0275

State Archivist

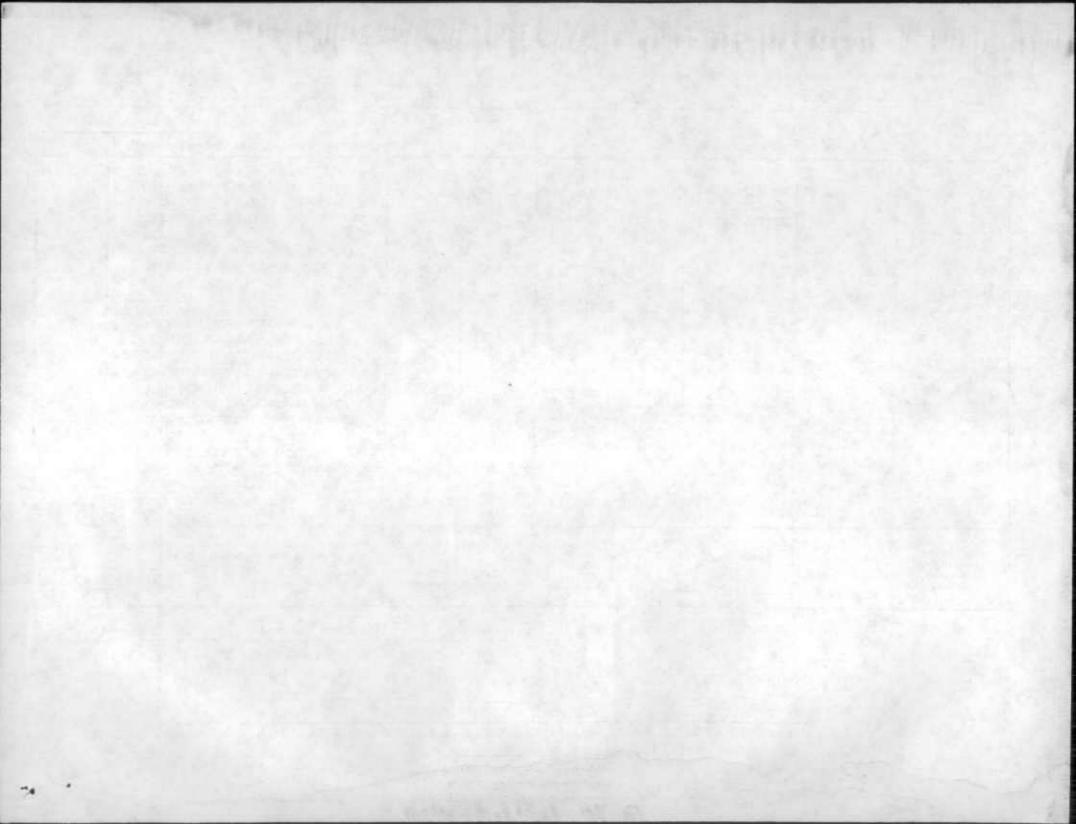
Date

DGS-550-9

Rev. 10/83

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

COURT	COUNTY		DATE		(384)	. Ho	
		Author	izotion	Inclusive			Method of Destruction
Description of Records Include Title and/or Form Number		Retention Sched. No.	ltem No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred landfil, etc.)
FISCAL RECORDS General Accounting a. Copies of Certification	icate of	975		7/1/85-6/30/86			
Deposit & Deposit (Now STARS-110, I b. Copies of GAD R-1 Substitute Month)	Slips XA9)	Sec.V	ltem 1,a				
c. Copies of Allocat Adjustment (Now S d. Cash Transmittals e. Traffic & Crimina	STARS-120) (DCA20)						
mittal Sheets f. Revenue Transmitt	tal (DCA 3)						
Purchasing a. Copies of Warehoung Requisitions DCA b. Copies of Receive	34	975 Sec. V	1tem 3	7/1/85-6/30/86			
c. Copies of Equip. Requisitions Head (No form number)					TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		
Destruction Approved by	Hall of Records Cor	mmission			Destruction Certific	ation	



DC 7-1-F-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	for	Anne	Arundel	County	
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COURT

COUNTY

DATE

(586)

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records	Volume	Date of Destruction	Method of Destruction (Recycle, shred,
		Retention Sched, No.	No.	Destroyed 3	(Cubic Feet)	Detrocke	Imdell, etc.)
	Payroll Accounting a. Copies of Payroll and Check Registers (Now Form 305)	975		7/1/85-6/30/86			
	Miscellaneous Accounting a. Cancelled Checks, Check Copies & Check Stubs b. Bank Books, Statements & Deposit Receipts c. Copies of Time Cards d. Petty Cash vouchers (DCA 23) Copies of Bills & Reinbursement Requests e. Working Fund Disbursements and Reimbursement Requests f. Constable Transportation/ Time Reports DC A 35 and Daily Time report DCA 36 or Equivalent Along With Andit Copies of CV 8 Forms, E	975 Sec. V	ltem 1 a & b		TOTAL VOLUME OF ALL PARTS 1S 25 CU. FT.		
	Destruction Approved by Hall of Second (Destruction Certif	ication	

Destruction Approved by Hall ar Records Commission

Date

State Archivist

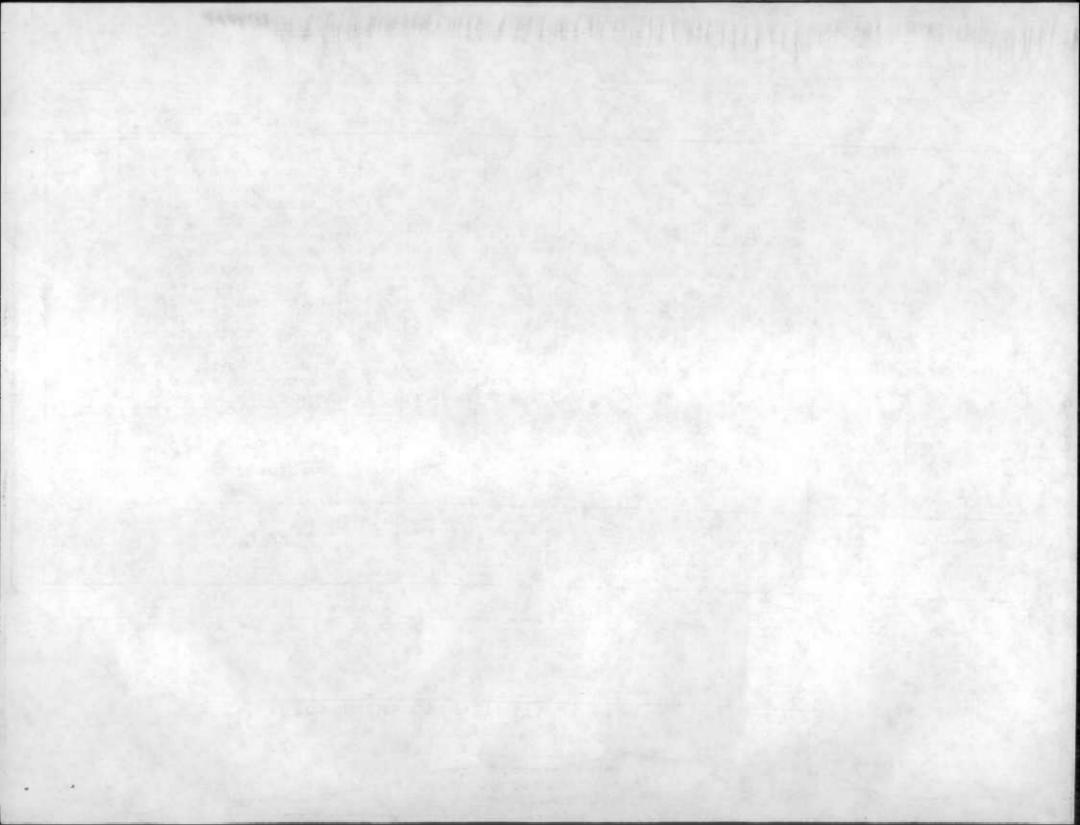
Signature of Caurt Official

Title

Date

Instructions far Preparation and Submission on Reverse Side

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

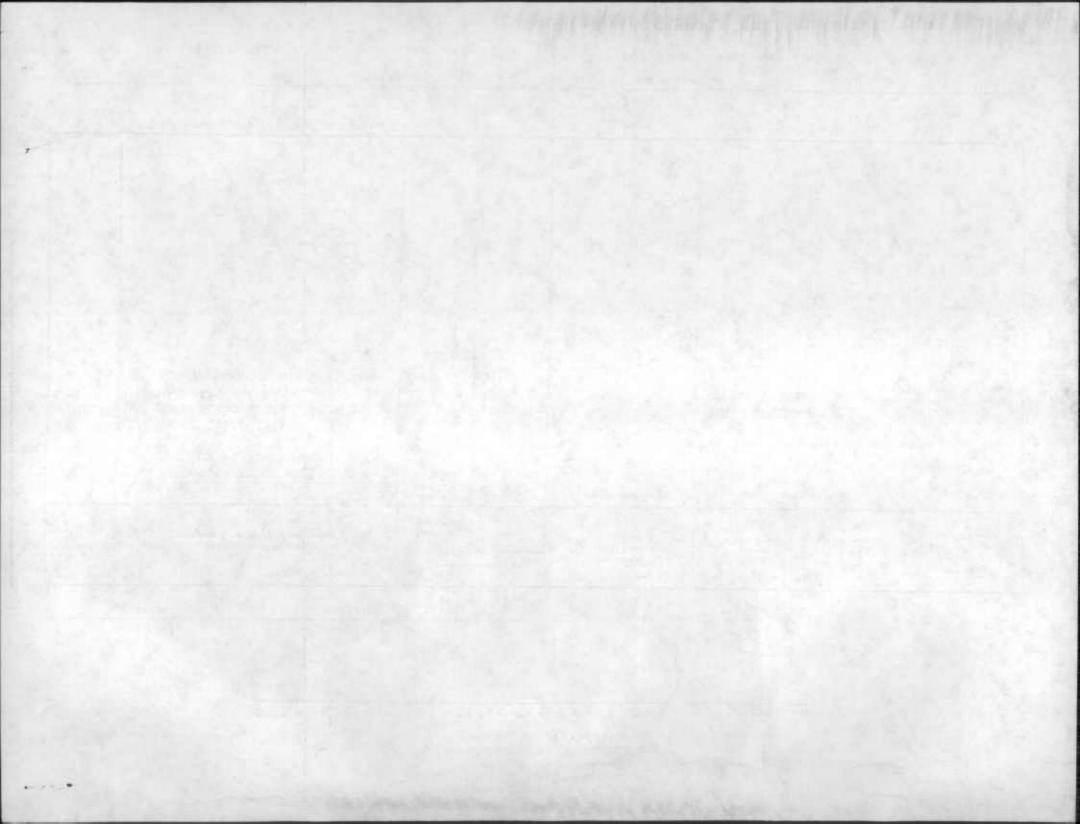
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

Page 4

DC 7-1-F-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	COURT COUNTY		DATE		(386)		
	Description of Records Include Title and/or Form Number	Authorization		Inclusive		Dote of	Method of Destruction
ies o.		Retention Sched. No.	item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Miscellaneous Accounting (cont'd) o. Perpetual Inventory Records of Pre-Numbered Forms p. Other Subsidiary Accounting Records q. MATS Payment Batch Envelopes Including Contents	975 Sec V	ltem 1 a & b	7/1/85-6/30/86	TOTAL VOLUME OF ALL PARTS 1S 25 CU.FT.		
	Destruction Approved by Hall of Records C	ommission			Destruction Certif	icotion	
Dote State Archivist			Signature of Cou	rt Official for Preparation and Sc	Title	Dote verse Side	



DEPARTMENT OF GENERAL SERVICES HALL OF RECORDS COMMISSION RECORDS MANAGEMENT DIVISION 7275 WATERLOO ROAD, P.O. BOX 275

D.C. CERT. 7-2-CV2-96

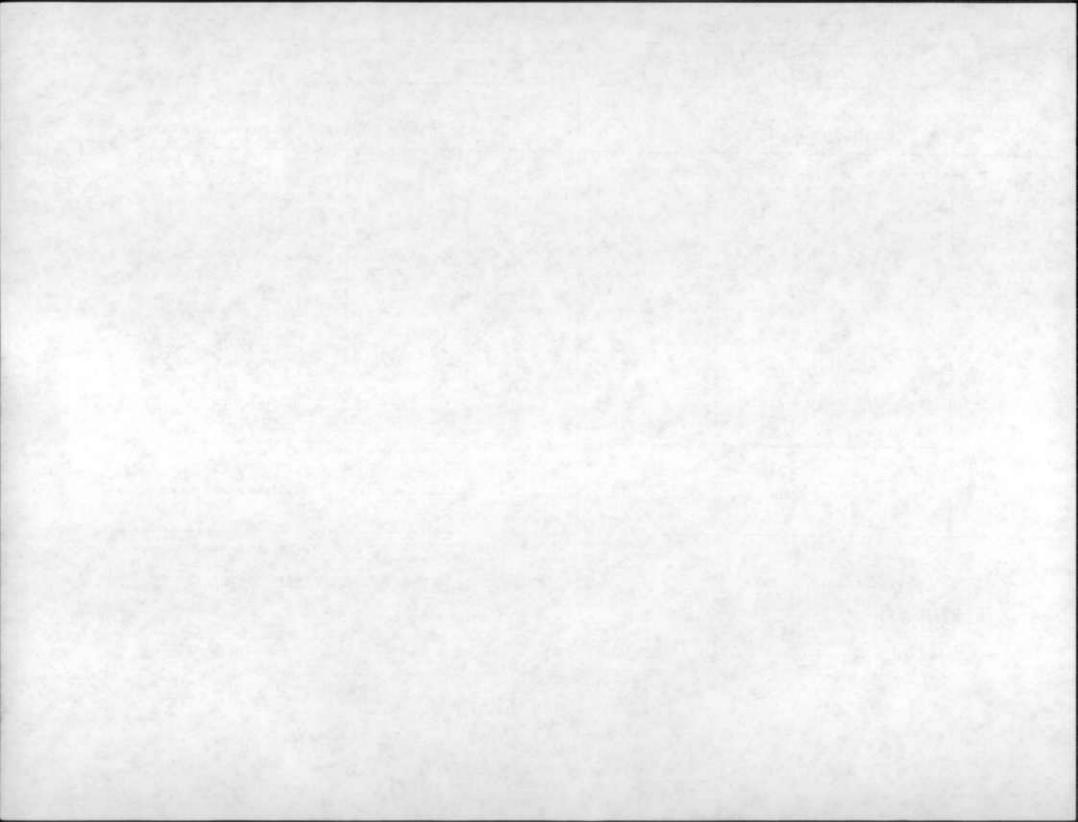
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

JESSUP, MD 20794-0275

District	Court of	Maryland	for	Anne	Arundel	County	#7
Court				Count	v		

06/04/96 Date (1579)

Series Nº	D. L. CD.	Authorization		Inclusive Dates of Records	Volume	Date of	Method of Destruction	
	Description of Records Include Title and/or Form Number	Retention Schedule Nº	Item Nº	Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)	
	OTHER CASES-Unstripped Case Files - Glen Burnie Civil	Sec. 975	Item 1	1/2/86-12/31/86	140			
	oction Approved by Hall of Records Commission State Archivist			Destruction Certification Signature of Court Official Title Date				



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Anne	Arundel	County	District	Court
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7/20/90

COURT

COUNTY

DATE

iorios		Autho	rization	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention School No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	(Recycle, shred, landfill, etc.)
	Criminal Unused File Folders 956543-958000	975 Section II	Item 2		2		Recycle

Date

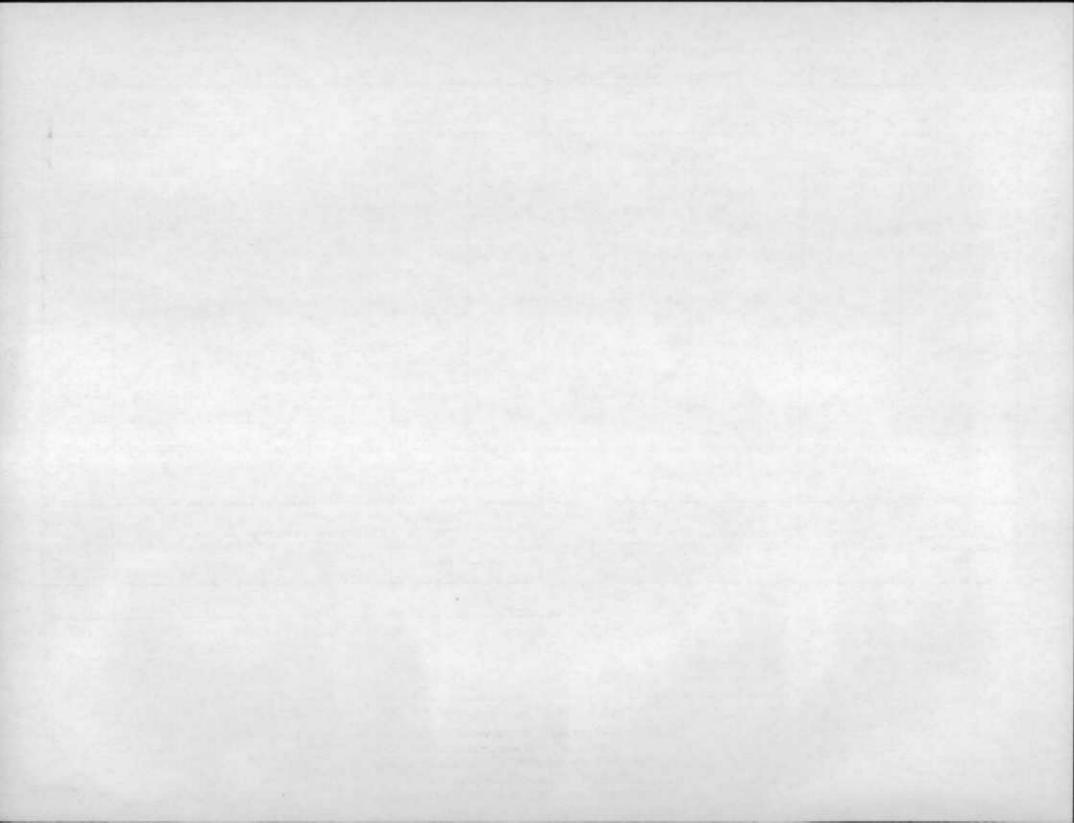
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES HALL OF RECORDS COMMISSION RECORDS MANAGEMENT DIVISION 7275 WATERLOO ROAD, P.O. BOX 275 JESSUP, MD 20794-0275

D.C. CERT. 7-2-CV3-96

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	of I	Mary	land	for	Anne	Arundel	County	#7
	0					0			

09/05/96

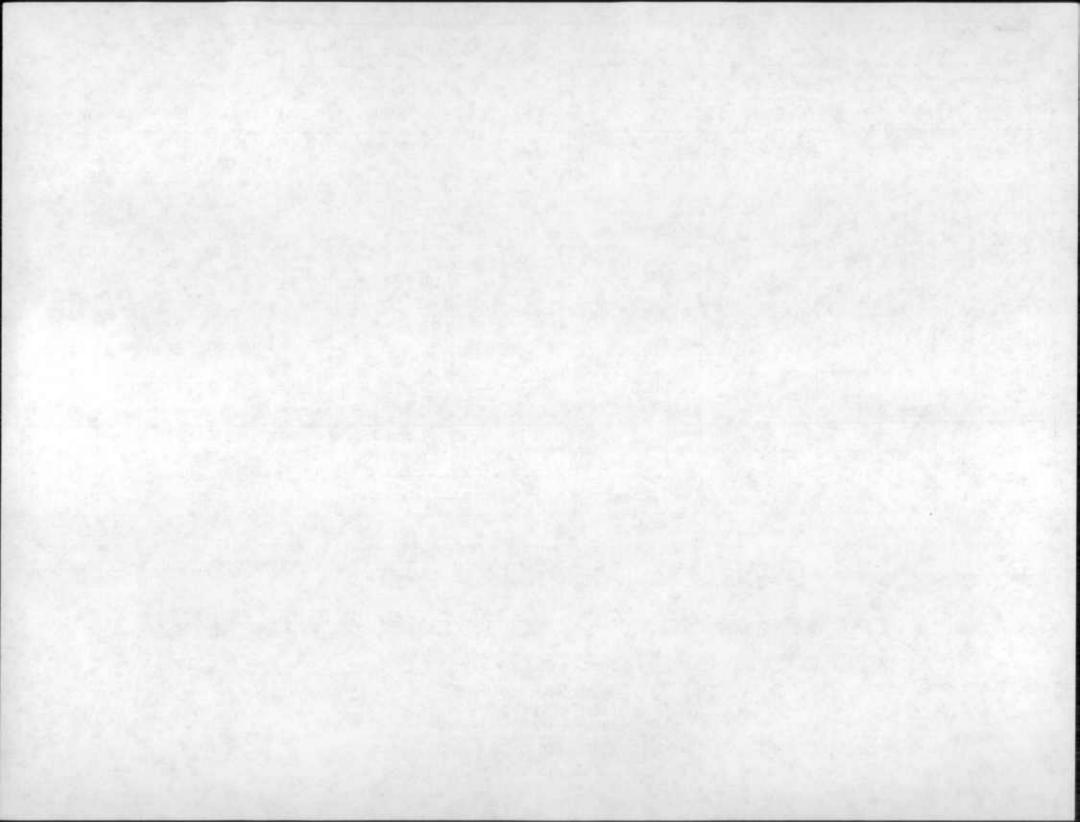
Court

S-550-9

County

Date

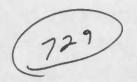
Series	Description of Records	Author	ization	Inclusive Dates of Records	X 7 1	7	Method of Destruction
Nº	1	Retention Schedule Nº	Item Nº	Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shree landfill, etc.)
	OTHER CASES-Unstripped Case Files - Glen Burnie Civil	Sec. 975	Item 1	1/2/87-12/31/87	121		ν
	Destruction Approved by Hall of	Records Comm	ission		Destruction Ce	ertification	



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 MC 7 - 7 PM 2 32

District Court of Maryland #7, Anne Arundel County 10/12/90
COURT COUNTY DATE



ories	Description of Board	Autho	rizotion	Inclusive	Valume (Cubic Feet)	Dote of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed			
	CIVIL Electronic Recordings Testimony	975 Section	Item 2	1/1/87 -12/31/87	35 cu ft.		
	CRIMINAL Electronic Recordings Testimony	975 Section	Item 2	1/1/87 - 12/31/87			
	OTHER CASES Electronic Recordings Testimony	975 Section II	Item 2	1/1/87 - 12/31/87			
	71 F 1						

Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist Signature of Court Official Title Date

Rav. 10/83 DGS-550-9

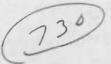


PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION 1990 MCT -7 PH 2 32

District Court	of	Maryland	#7,	Anne	Arundel	County	10/12/90
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COURT COUNTY

DATE



eries	Description of Records Include Title end/or Form Number	Authorization		Inclusive		Method of
No.		Retention School. No.	Item No.	Dates of Records Velume Destroyed (Cubic Feet)	Dete of Destruction	Destruction (Recycle, shred, landfill, etc.)
	GENERAL ACCOUNTING RECORDS a. Copies of Certificate of Deposit and Deposit Slip (now STARS-110,DCA9) b. Copies of CAD R-1 or Substitute Monthly Report C. Copies of Allocation-Adjustment (Now STARS-12) d. Cash Transmittals (DCA 2) e. Traffic and Criminal tramittal sheets	ts 0)	II-2	7/1/86-6/30/87		
	PURCHASING RECORDS a. Copies of Warehouse Requisitions DCA34 b. Copies of Receiving Reports DCA 22 c. Copies of Equipment & Supplies Requisitions Headquarters (no form number)	655	11-3	7/1/86-6/30/87		

Destruction Approved by Holl of Records Commission

Destruction Certification

Dote

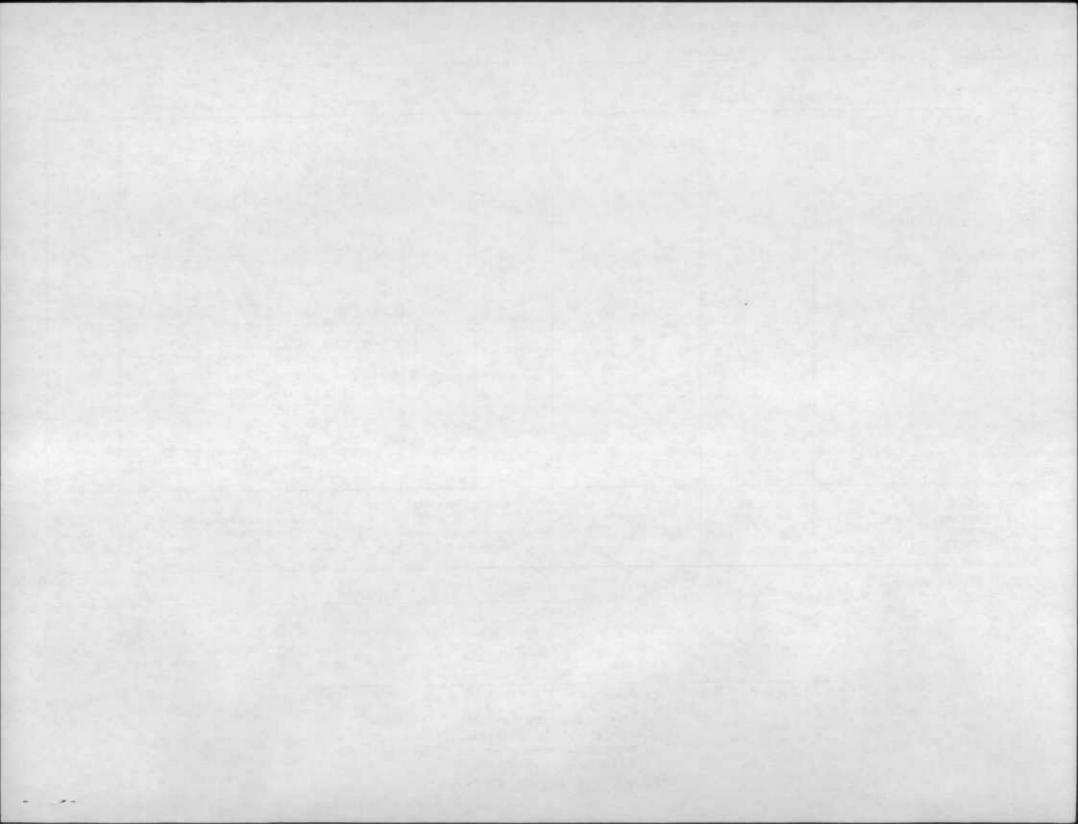
Stote Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION99011 -7 FT 2 32

District Court of Maryland #7, Anne Arundel County 10/12/90 COURT COUNTY

DATE

Series		Authori	zotion	Inclusive		Employee •	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of : Destruction	Recycle, shred, landfill, etc.)
	PAYROLL ACCOUNTING RECORDS a. Copies of Payroll and Check registers (now form 305)	655	II - 5	7/1/86-6/30/87			
	MISCELLANEOUS ACCOUNTING RECORDS a. Bank books, statements and deposit receipts b. Cancelled checks, check copies and check stubs c. Copies of time cards d. Petty cash vouchers (DCA 23) Copies of bills and reimbursement requests. e. Working fund disbursements and reimbursement requests f. Constable Transportation/Time reports DCA 35 or equivalent along with audit copies of CV 8 forms, etc. g. Receipt copies - court copy and audit DCA 2, DCA 1, DCA 11, etc.		II-6	7/1/86-6/30/87			

Destruction Approved by Holl of Records Commission

Destruction Certification

Dote

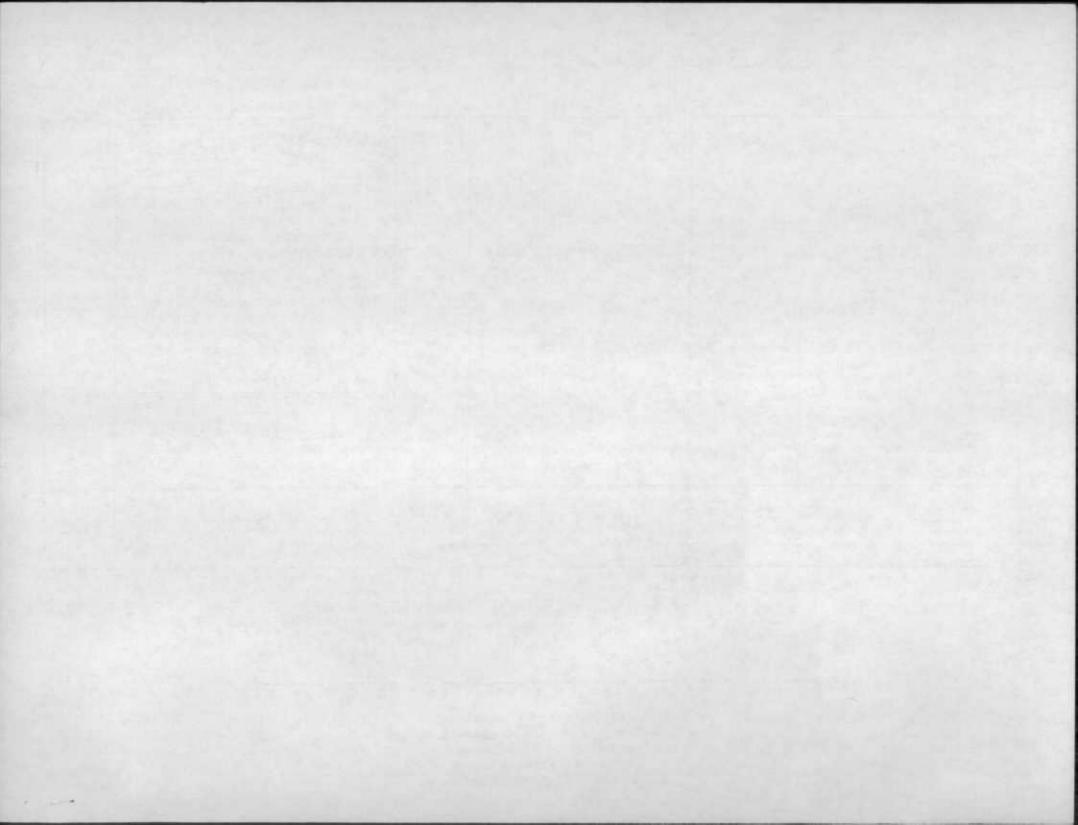
State Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 DGS-550-9



DC Cert 7-1-F1-90

DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 HOY -7 PH 2 32

District	Court	of	Maryland	#7,	Anne	Arundel	County	10/12/90
		_					4	- / /

COURT COUNTY DATE

Series	Description of Records	Authorizotion		Inclusive			Method of
No.	Include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	Destruction Recycle, shred, Iandfill, etc.)
m.	Cash register detail tapes and daily close-out reports. DCA 4, DCA 7 transmittals or equivalent Reconciliation and trial balance sheets Control and detail accounts for bad checks, escrow monies, Deferred and Parole and Probation receivables, bond forfeitures and transcripts, etc. Overage and Shortage reports Paid deferred and Parole and Probation account orders, bad checks, etc. Copies of out-of-state telephone						

Jestruction Certification

Date

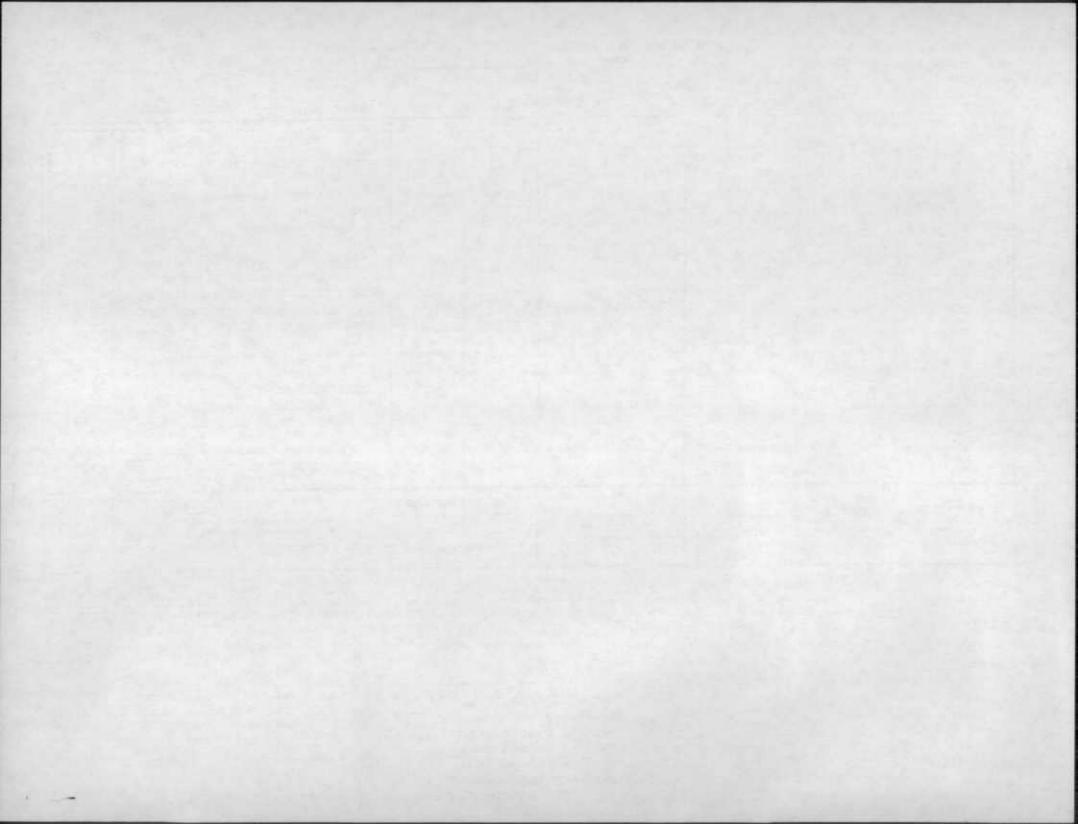
Stote Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 DGS-550-9



DC Cert 7-1-F1-90

1990 HOY -7 PH 2 32

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland #7, Anne Arundel County 10/12/90 COURT COUNTY DATE

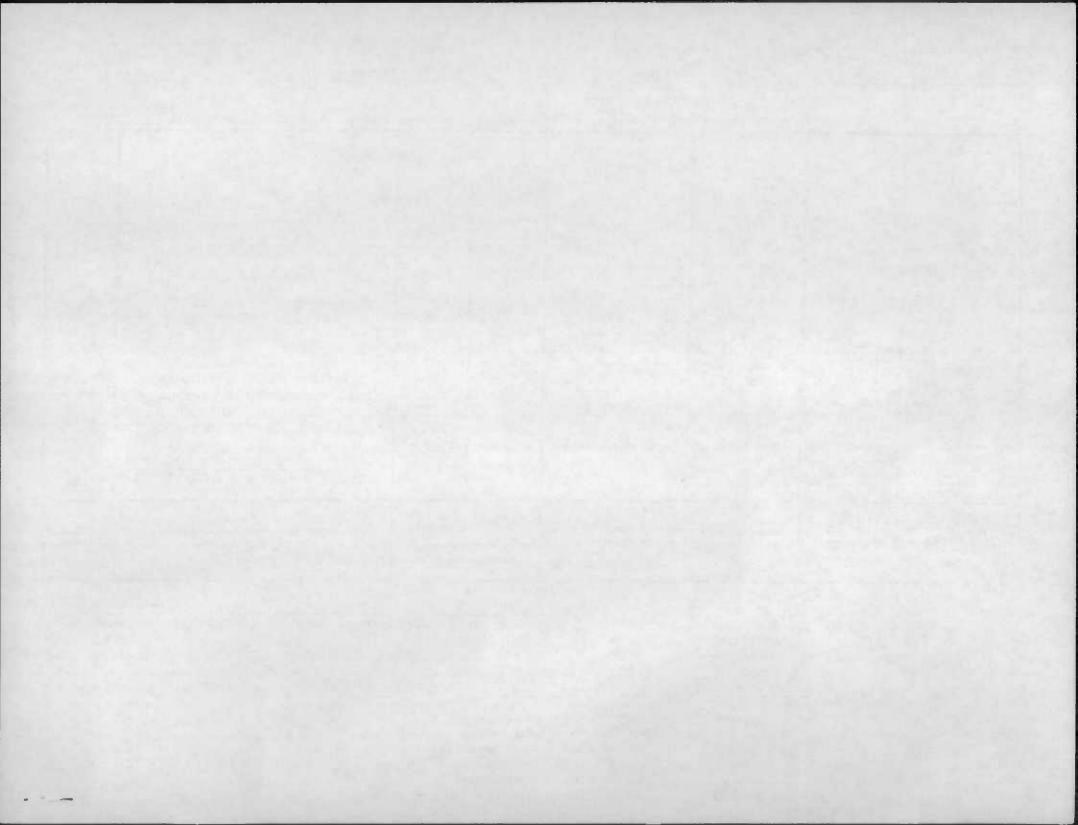
		Authoris	rotion	Inclusive		Dote of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention Sched, No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Destructio-	(Recycle, shred, landfill, etc.)
	MISCELLANEOUS ACCOUNTING RECORDS Continued				•		
	o. Perpetual inventory records of pre-numbered forms. p. Other subsidiary accounting records				Total Volume of all parts is 20 cu.ft.		
	12 x x x x x x x x x x x x x x x x x x x						
	Destruction Approved by Hall of Records C				Destruction Certif	:4:	

Date

State Archivist

Signature of Court Offic cl Title Date

Rev. 10/83 DGS-550-9





PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT# 7-1 ANNAPOLIS
COURT

September 17, 1993

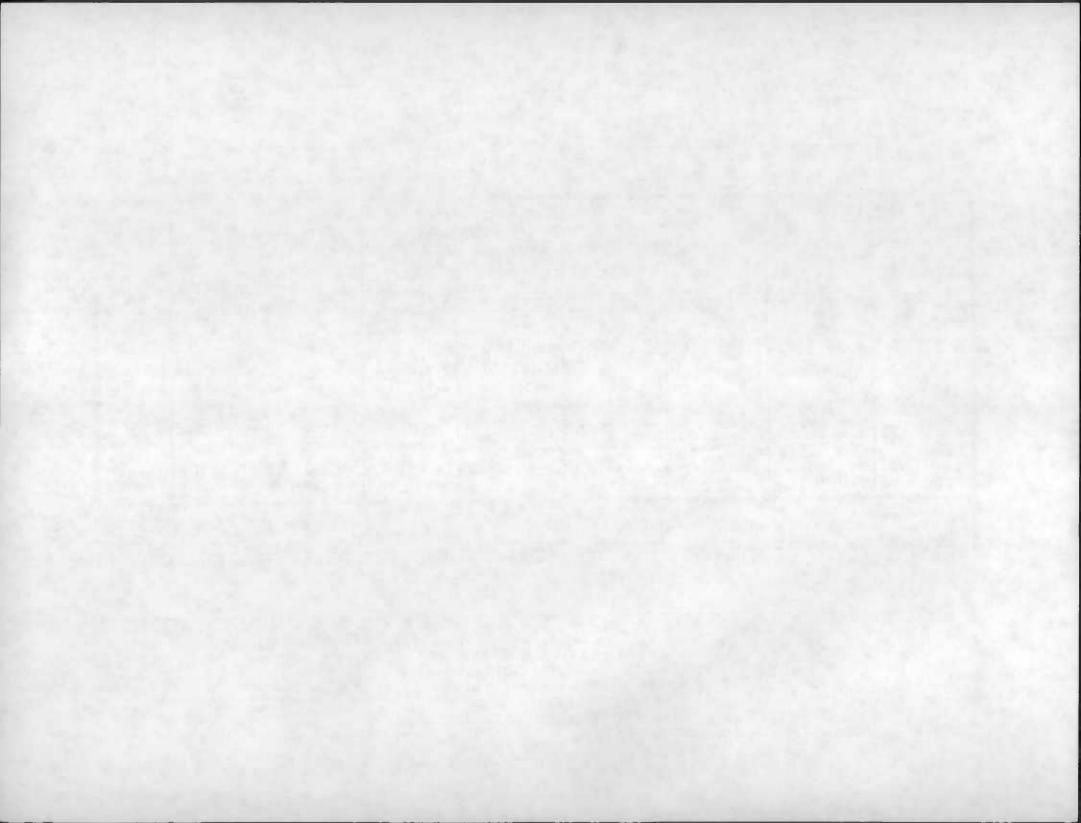
DISTRICT COURT RECORDS CENTER

COUNTY DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1985 1986 1987	16	ASAP	

Destruction Approved by Hall of Records Commission		Destruction Certification	on	
Date	State Archivist	Signature of Court Official	Title	Date



STRUCTION.

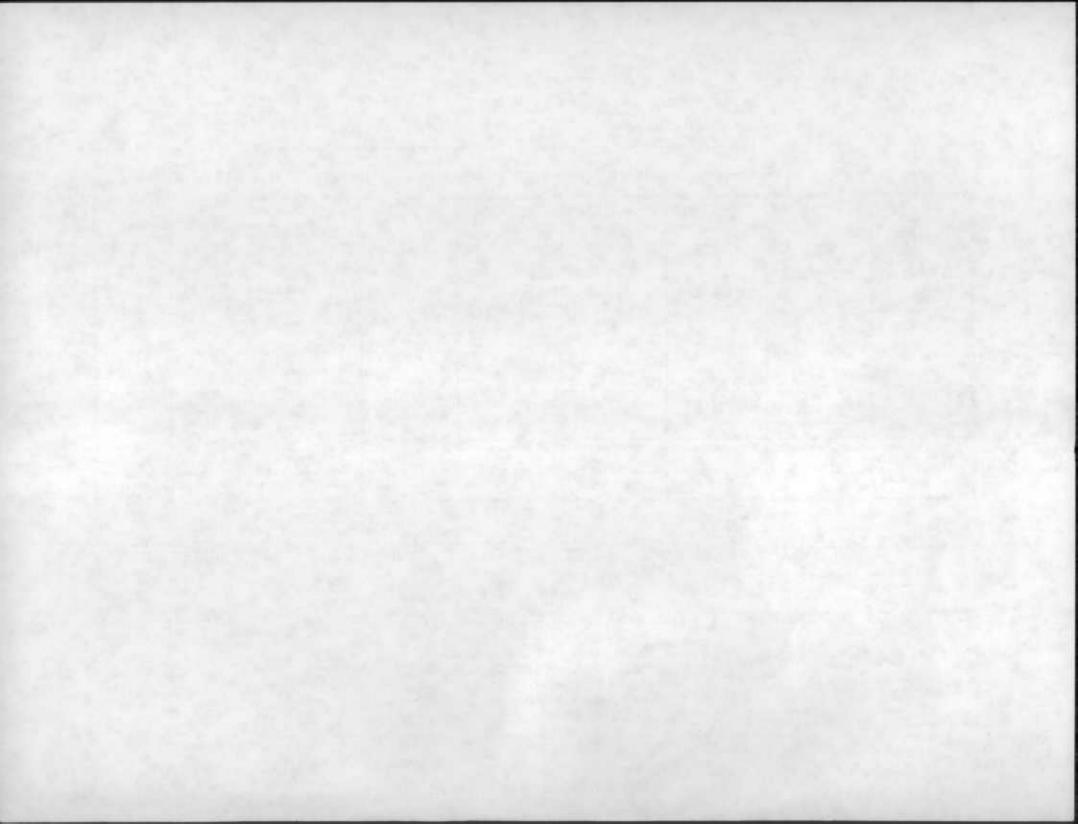
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT# 7-2 GLEN BURNIE September 17, 1993
COURT COUNTY DATE

DISTRICT COURT RECORDS CENTER
CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Autho	rization	Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1985 1986 1987	16	ASAP	

Destruction Approve	d by Hall of Records Commission	Destruction Certification		
Date	State Archivist	Signature of Court Official	Tiele	



RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

MAR 25 1992

DISTRICT COURT

District Court for Anne Arundel County

3/17/92

COURT

COUNTY

DATE

Series	Description of Records Include Title and/or Form Number	Authorization		Inclusive		0	Method of Destruction
No.		Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS						
	Section IV Criminal Case Files Expunged Cases	975	2 A.B.C.D. & E.	January 1, 1988- December 31, 1988	3		Landfill
		6					

Destruction Approved by Holl of Records Commission

Destruction Certification

Date

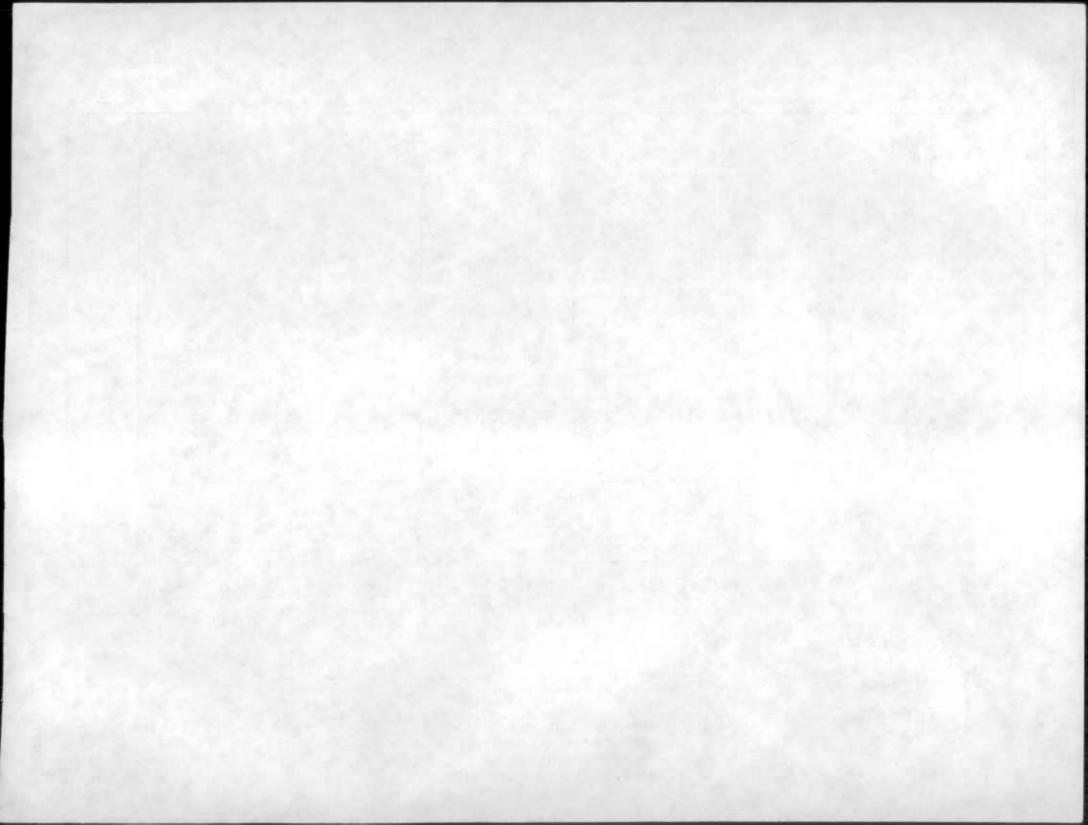
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #8 Baltimore County

03/06/91

COURT

COUNTY

DATE



Description of Records Include Title and/or Form Number	Authorization		Inclusive	Walter	Date of	Memodel Destruction
	Retention School, Na.	item No.	Destroyed Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, (and \$11, etc.)
Microfilm Reels Criminal cases (People's Court of Towson)	975	sec IV item 2	1964	5		
					to #	
	Microfilm Reels Criminal cases	Description of Records Include Title and/or Form Number Retention School. Na. Microfilm Reels Criminal cases 975	Description of Records Include Title and/or Form Number Retention School. Na. No. Microfilm Reels Criminal cases 975 sec IV	Description of Records Include Title and/or Form Number Retention School. He. Microfilm Reels Criminal cases 975 sec IV 1964	Description of Records Include Title and/or Form Number Retention Schod. Na. No. Microfilm Reels Criminal cases 975 sec TV 1964 5	Description of Records Include Title and/or Form Number Retention School. No. Retention No. Retention School. No. Retention No. Retention School. No. Retention No. Retention No. Retention No. Retention No. Retention No. Destruction (Cubic Feet) Destruction No. Dest

Destruction Approved by Hall of Records Commission

Signature of Court Official

Title

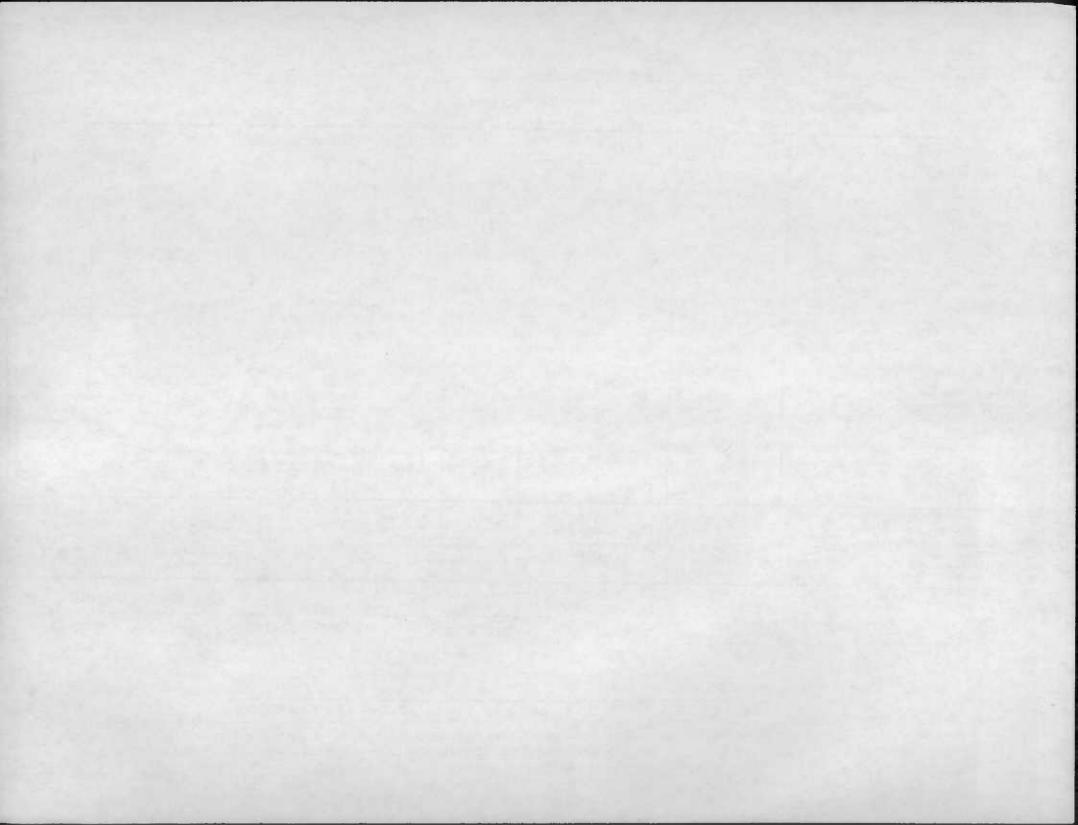
Date

Date

Stote Archivist

Instructions for Preparation and Submission or Reverse Side

Rev. 10/83 DGS-550-9



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

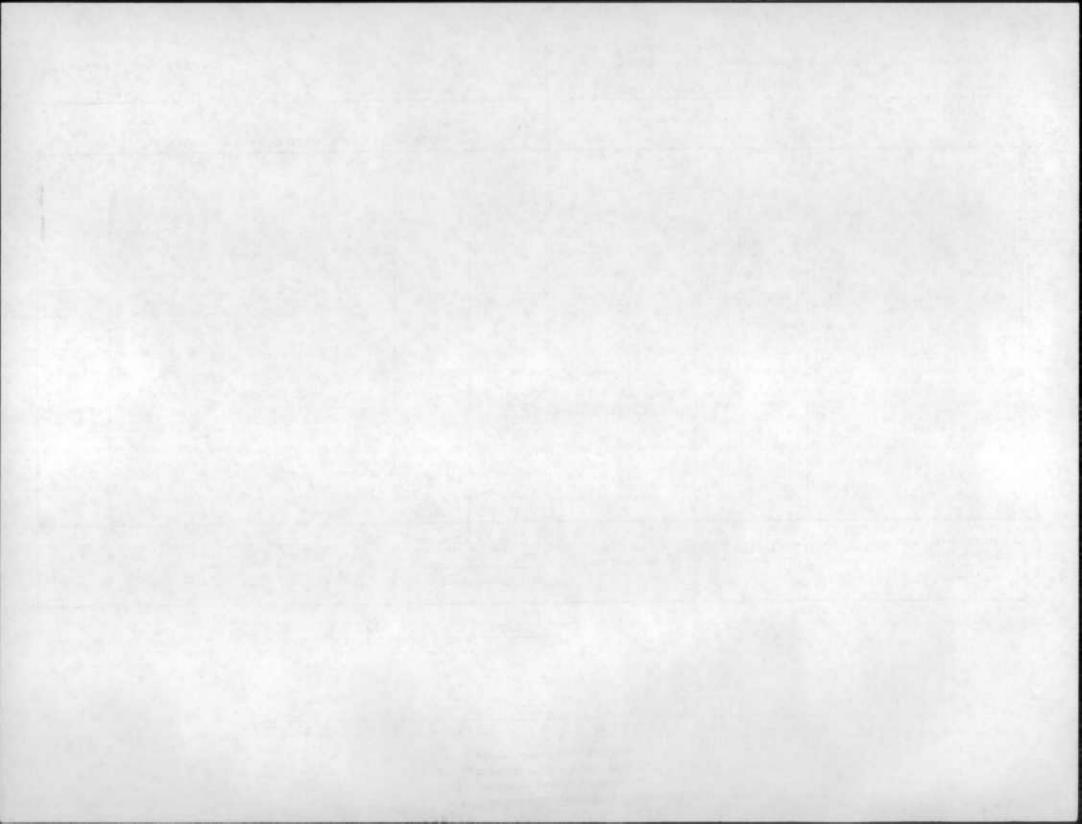
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT	BALTIMORE COUNTY	
COURT	COUNTY /	DATE

Rev. 10/83 DGS-550-9

(374)

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Methodof
		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred landfill, etc.)
	CiviL - 1971	975	SEC. II ITEN II	/971	66		1
						7	
			N.				
			300				
						1 1	
	Destruction Approved by Hall of Record	s Commission			Destruction Certi	fication	



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY

DATE

(273)

Description of Records Include Title and/or Form Number	Retention Sched, No.	Item No.	Destroyed	(Cubic Feet)	Destruction	Destruction (Recycle, shred, landfill, etc.)
11-1972	anr					
	7/3	SEE. II.	1972	47		
	3					
		2				
					= -	

Dote

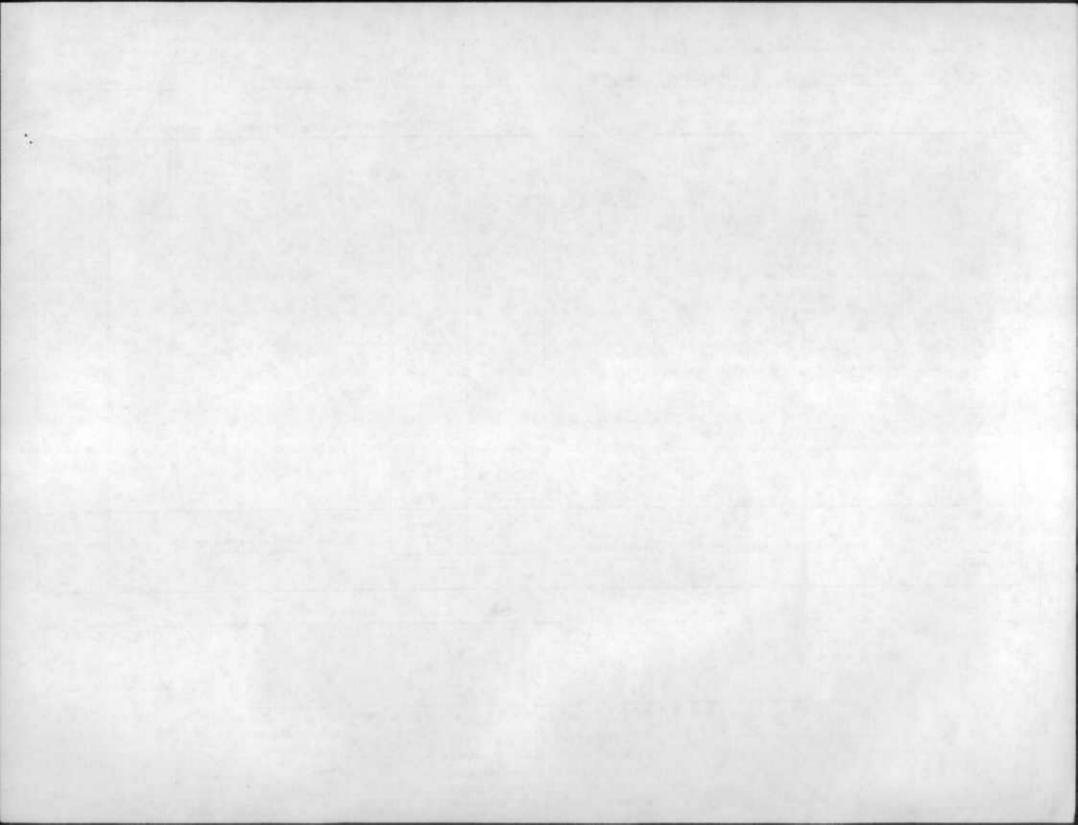
State Archivist

Signoture of Court Official

Title

Date

'83 DGS-550-9



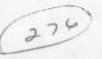
Holl of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY



Seriee No.	Description of Records Include Title and/or Form Number	Authorizotion		Inclusive		Date of	Method of Destruction
		Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	olume Defect Destruction	(Recycle, shred, landfill, etc.)
	CIVIL-1972	9.75	SEC. IL ITEN IL	1972	36		
						- '	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

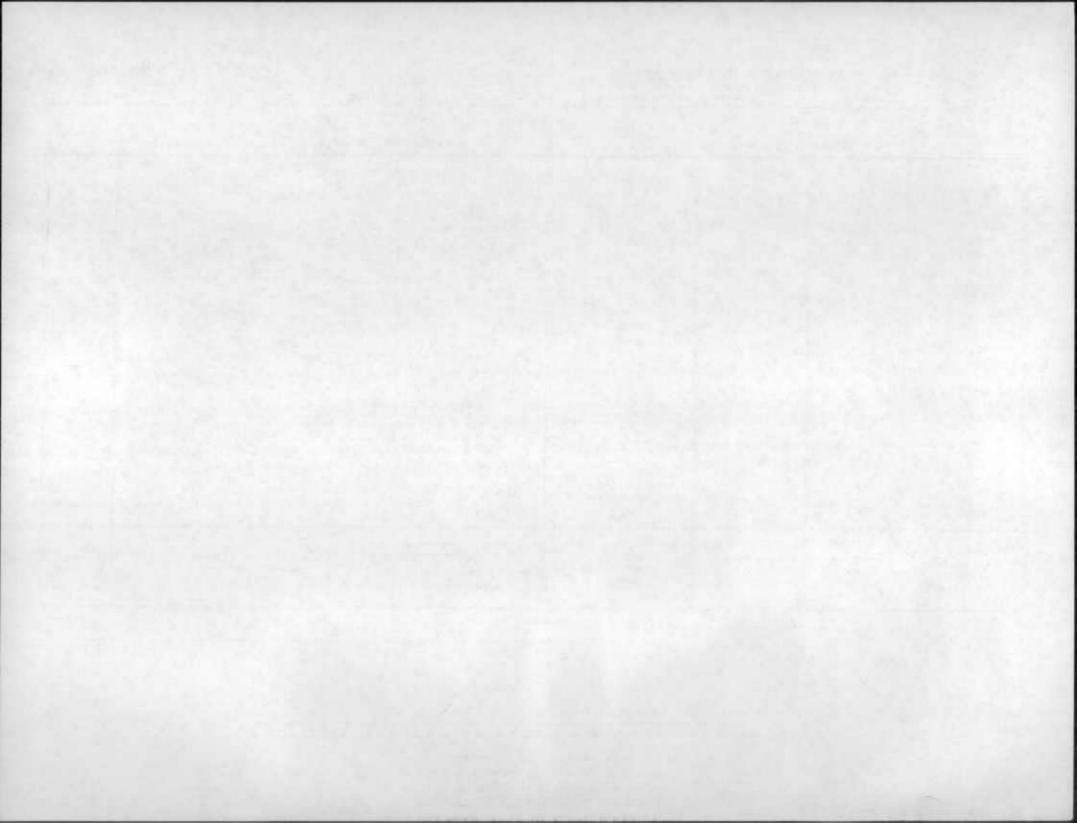
. Stote Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 . DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT	BALTIMORE COUNTY	
	COUNTY	DATE

State Archivist

(275)

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			
		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred,
	CRITINAL - 1971-1973	975	SEC. IV	1971-1973	2,2		land&II, etc.)
						-	
				4			
	Destruction Approved by Hall of Records C						

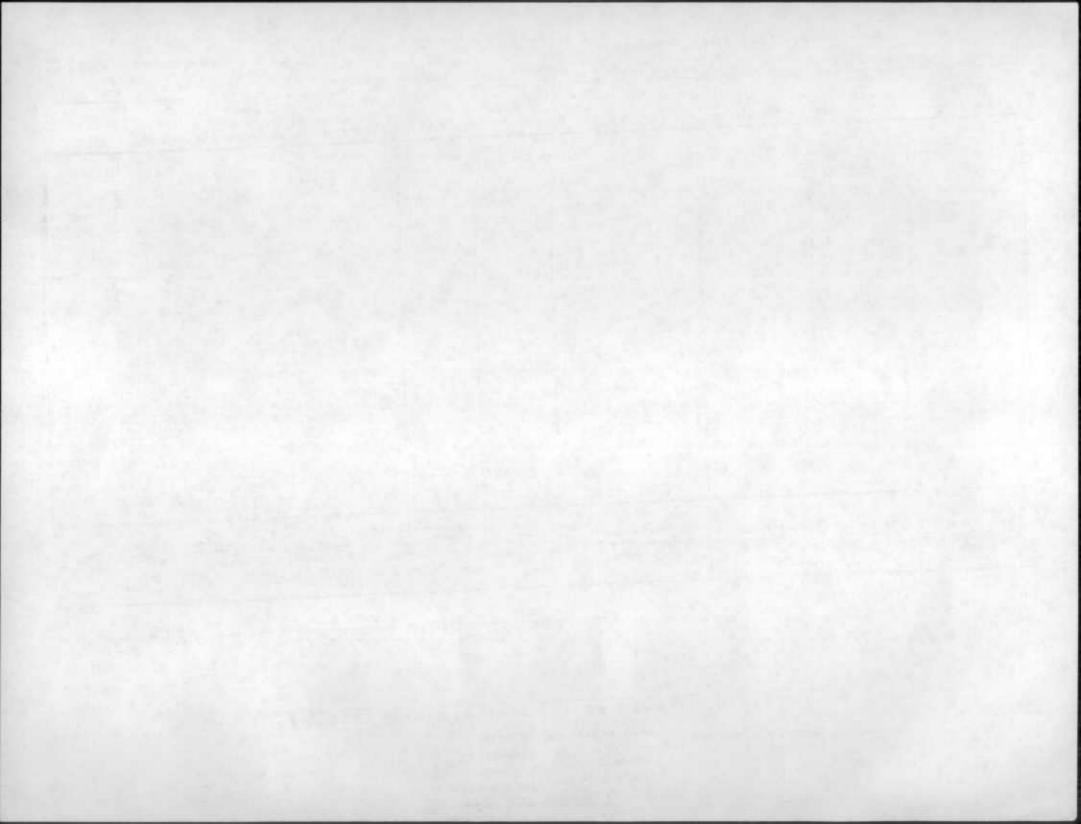
Date

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

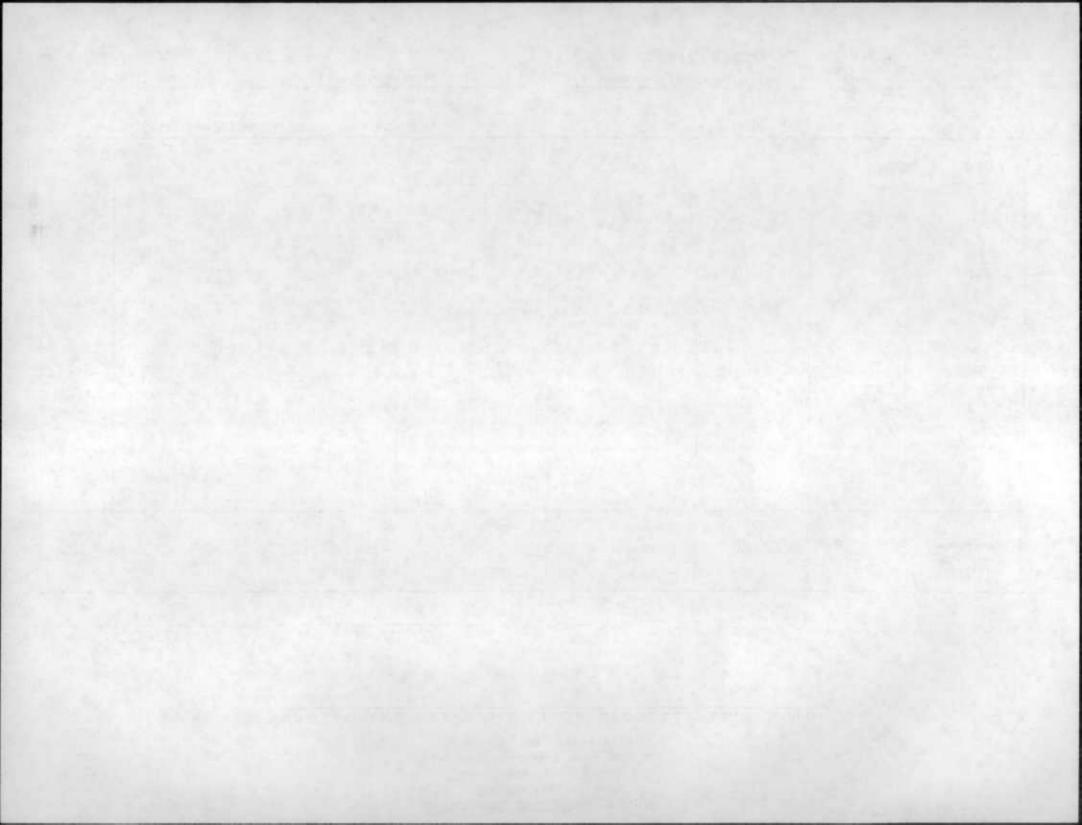
EIGHTH	DISTRICT
and the second	COURT

BALTIMORE COUNTY

DATE

(391)

Series No.	Description of Records Include Title and/or Form Number	Autho	orization	Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfil, etc.)
		Retention Sched. No.	Item No.				
	CIVIL-1973	975	SEC. II ITEMIL	1973	90		
	Destruction Approved by Hall of Records	Commission		DIVERSE.	Destruction Certif	ication	
	ote State	Archivist		Signature of Cour	t Official	Title	Date



C 233 1810 1 16: 00 10 00 00

DEPARTMENT OF GENERAL SERVICES
Holl of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY

DATE



Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of
		Retention School. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	CIVIL - 1974	975	SEC. II ITEN II	1974	/20		
		4					
	Destruction Approved by Holl of Records					1	

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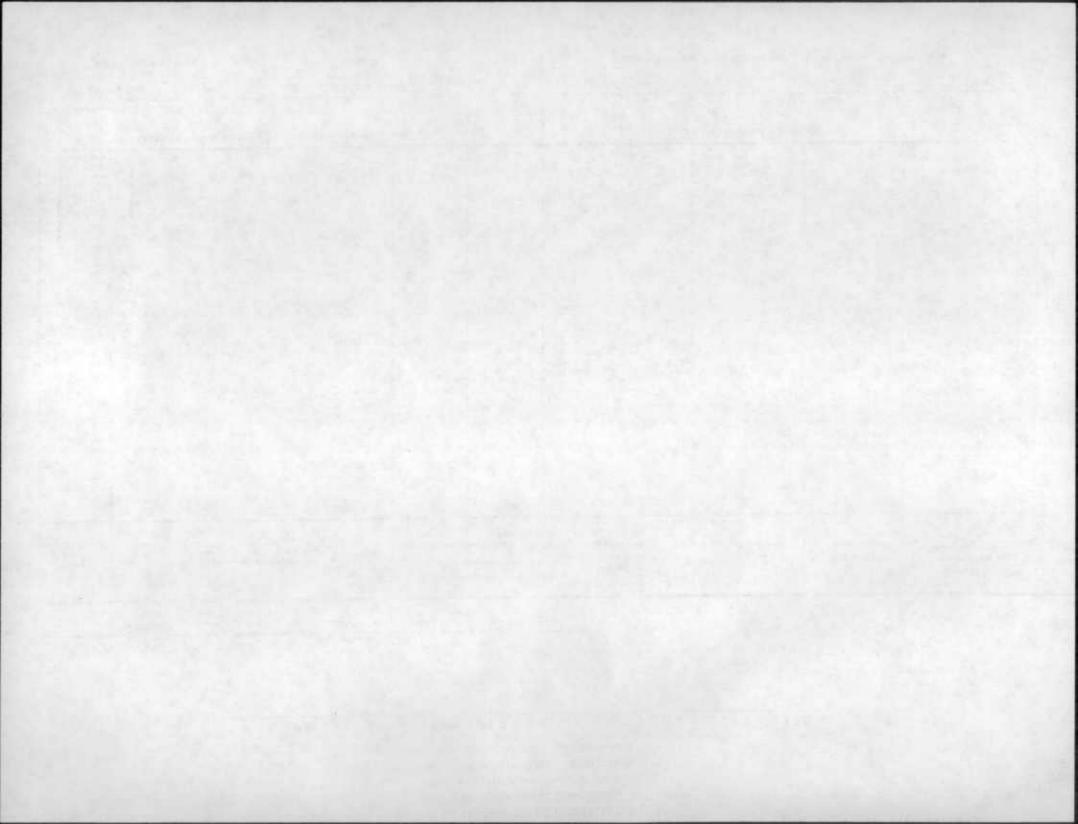
State Archivist

Signature of Court Official

Title

Dote

'83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY

eries	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of
No.		Retention Sched. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Destruction	Destruction (Recycle, shred, landfill, etc.)
	CIVIL-1975	975	SEC. II ITEM II	1975.	73		

Destruction Certification

Date

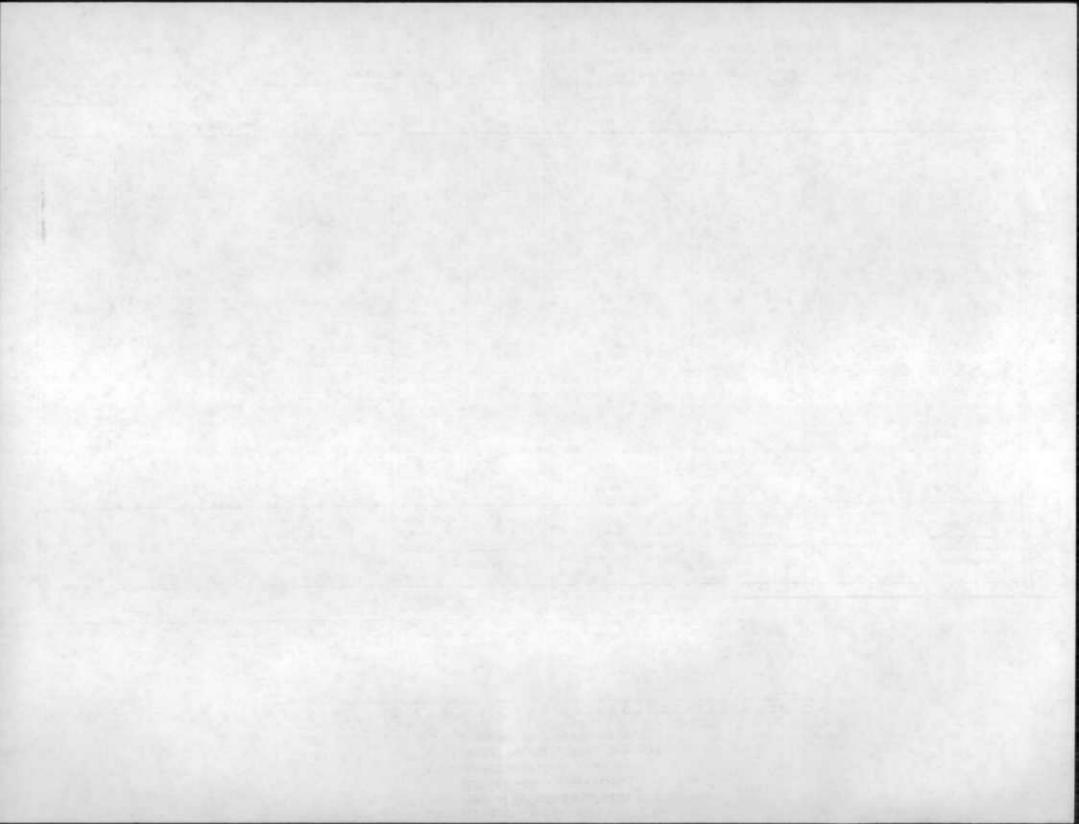
State Archivist

Signature of Court Official

Title

Date

0/83 DGS-550-9



Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

FIGHTH	DISTRICT
	COURT

BALTIMERE COUNTY

Series No.		Autho	rization	Inclusive			Method of
	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred landfill, etc.)
	CIVIL - 1976	975	SEC.IL MEN IL	1976.	58		

State Archivist

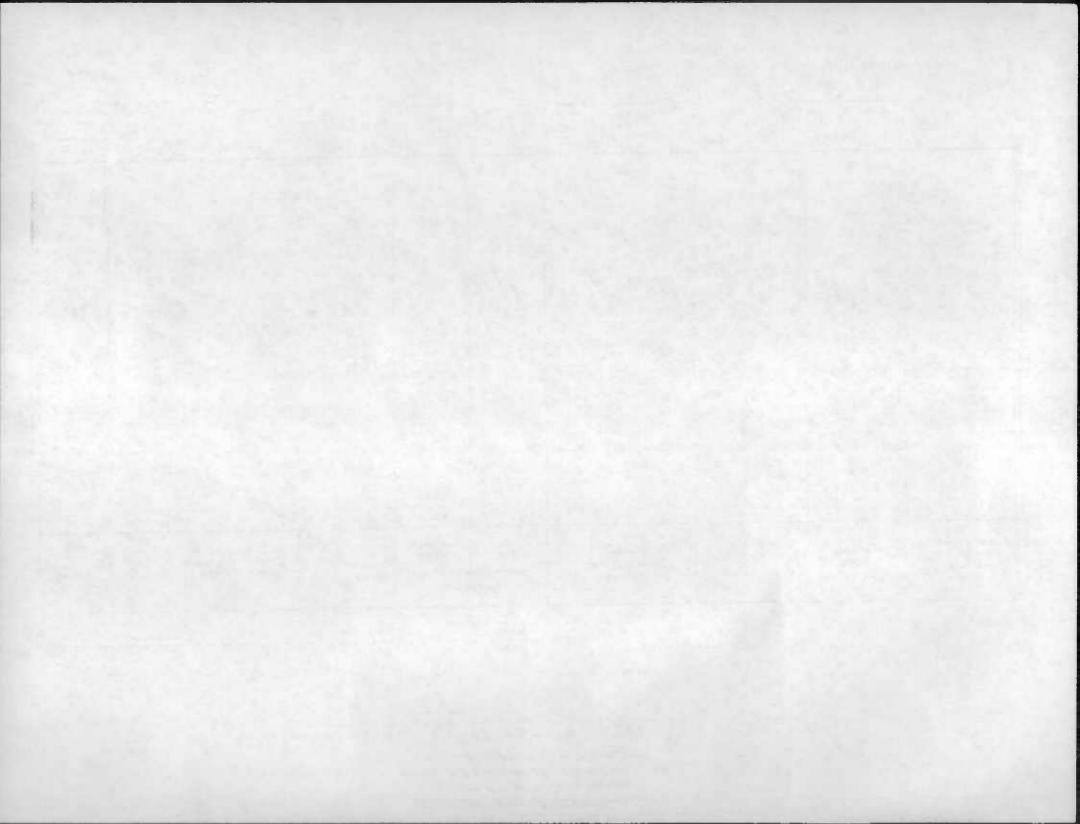
Signature of Court Official

Title

Date

10/83 · DGS-550-9

Date



TIMESSION 140. 18W2

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

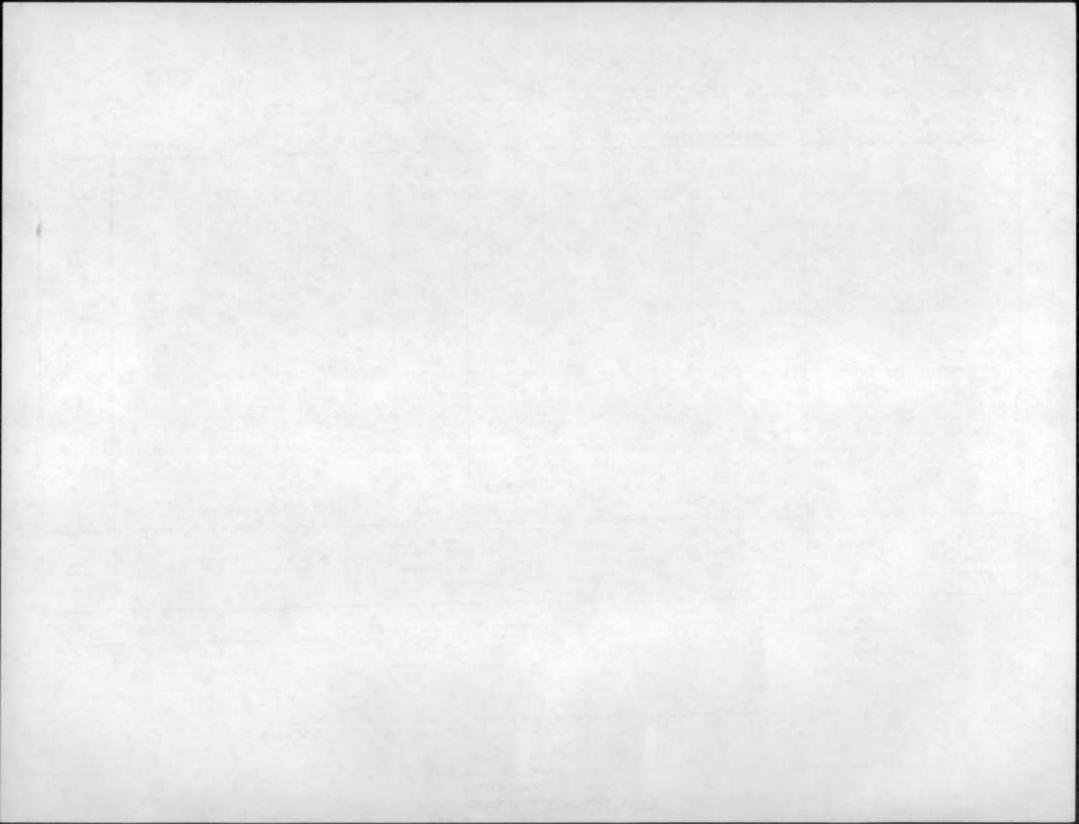
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT	BALTIMORE COUNTY		
	COURT	COUNTY	DATE	ī

(240)

Series No.	Description of Records	- Auth	arization	Inclusive			Method of
	Include Title and/or Form Number	Retention Sched, No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfil, etc.)
	JUDGE'S RECORDS-1971-1977	975	SEC. I MENINI	1971-1977	2		

Destruction Approved	by Hall of D. J. C.			
Destruction Approved by Hall of Records Commission		Destruction Ce	rtification	77
Date	6	Signature of Court Citicial		
	State Archivist	Signature of Courf Cificial	Title	Date
DGS-550-9		Instructions for Preparation and	Submission on Revers	e Side



Hall of Records Cammissian
Records Management Division
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JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT	BALTIMORE COUNTY	
COURT	COUNTY	DATE

(32)

Series No.		Autho	rizotion	inclusive		Dote of Destri	Method of Destruction
	Description of Records Include Title and/or Form Number	Retention Sched. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feel)		(Recycle, shred, landfill, etc.)
	CIVIL- 1977	975	SEC. II ITEN II	1977.	76		
			,				
						1 4	

Destruction Approved by Hall af Records Commission

Destruction Certification

Date

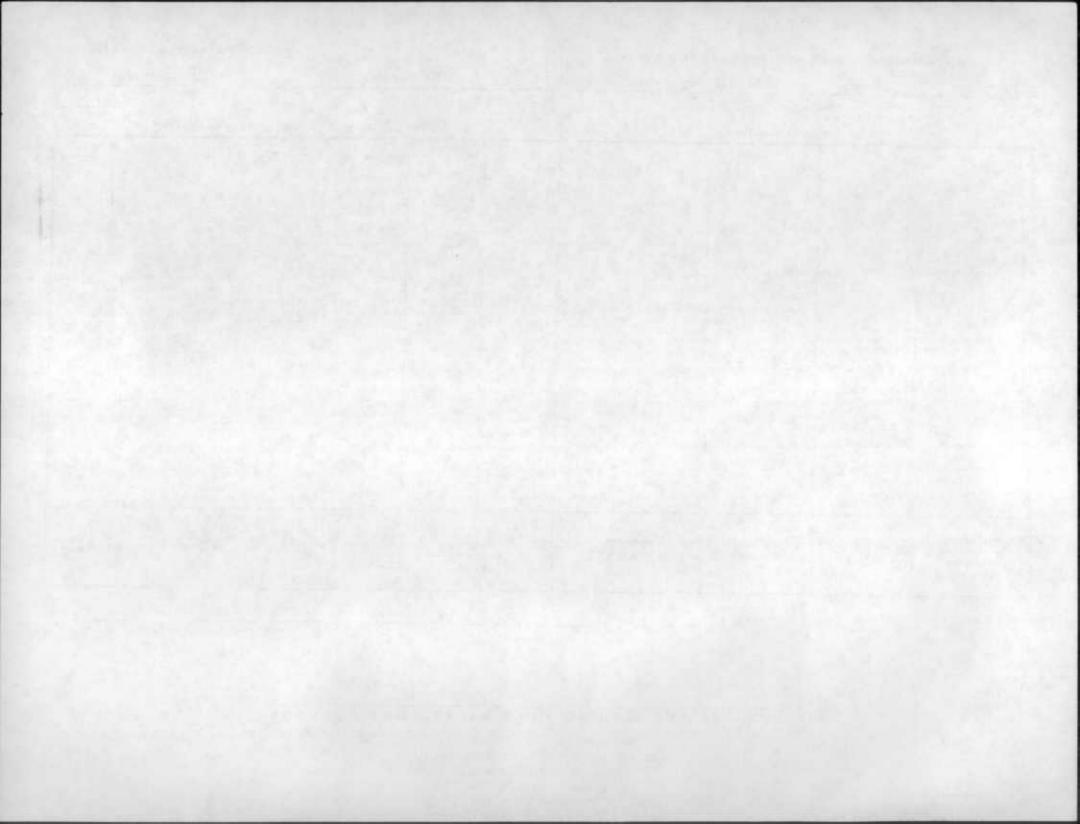
State Archivist

Signature of Caurt Official

Title

Date

10/83 · DGS-550-9



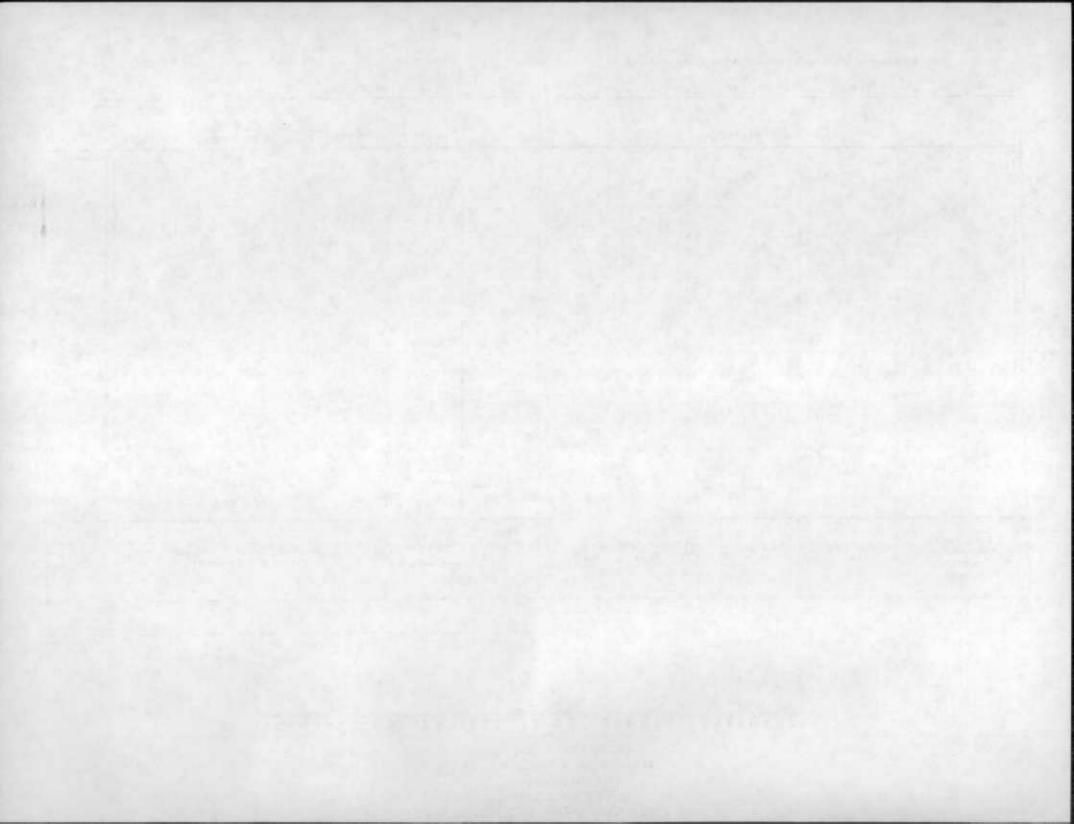
DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT	BALTIMORE COUNTY	
COURT	COUNTY	DATE

(289)

eries	Description of Records Include Title and/or Form Number	Authorization		inclusive	1		Method of
No.		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfil, etc.)
	CRIMINAL - 1973-1979	975	SEC. IV ITENIVIL	1973 - 1979	3		
					*		
	Destruction Approved by Hall of Record	s Commission			Destruction Certif	cation	
D	Pate State	Archivist		Signature of Court	Official	Title	Date



DEPARTMENT OF GENERAL SERVICES
Hall of Records Cammissian
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY

DATE



Series	Description of Records Include Title and/or Form Number	Autho	prizotion	Inclusive			Method of
No.		Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred (andfill, etc.)
	DISMISSED SUMMENS + WARRANTS	975	SEC.IV	1980.	9		
	DISMISSED SUMMENS + WARRANTS PARCLE & PROBATION PAPERS		ITEN II				
	1980						
		,					
		38.3		27 28			
						-	

Destruction Approved by Hall of Records Commission

Tate

State Archivist

Maurica D Court Official
Signature of Court Official

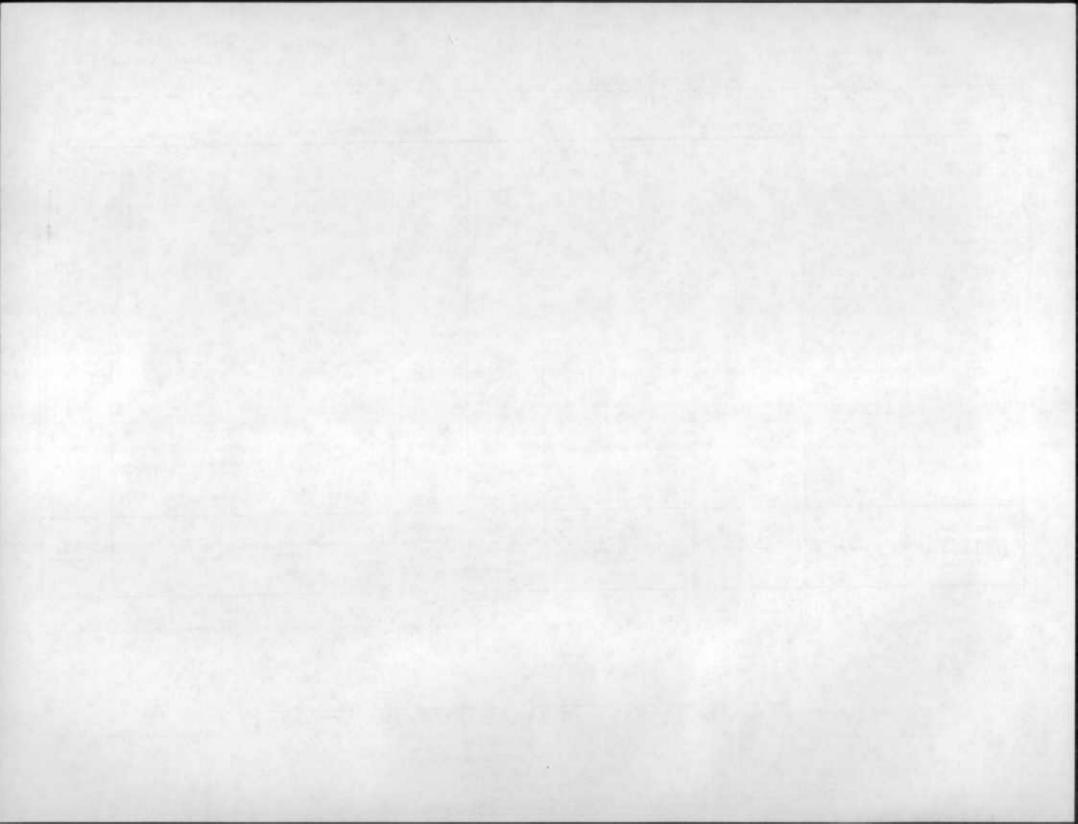
Record Manager Title

Date

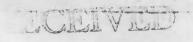
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Instructions for Preparation and Submission on Reverse Side

Destruction Certification



Holl of Records Commission,
Records Management Division -- ...
7275 WATERLOO RD., P.O. BOX 275
JESSUP, ND 20794-0275



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

JUN 5 1992

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(927)

DISTRICT_COURT

DISTRICT COURT OF MD#8 FOR BALTIMORE COUNTY 06-05-92
COURT COUNTY DATE

RECORDS CENTER - ANNAPOLIS

COUNTY DATE CUSTODY OF RECORDS AT TIME OF DESTRUCTION

		Authorization		inclusive .		Detect	Mothed of Destruction
Sector Ho.	Description of Records Include Title and/or Form Number	Retention School No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	Rocyclo, shied, landfill, etc.)
	CRIMINAL RECORDS to be microfilmed and destroyed	MD DISTR		1981	18	ASAP	
					Destruction Costi		

Destruction Approved by Hall of Records Commission

Destruction Certification

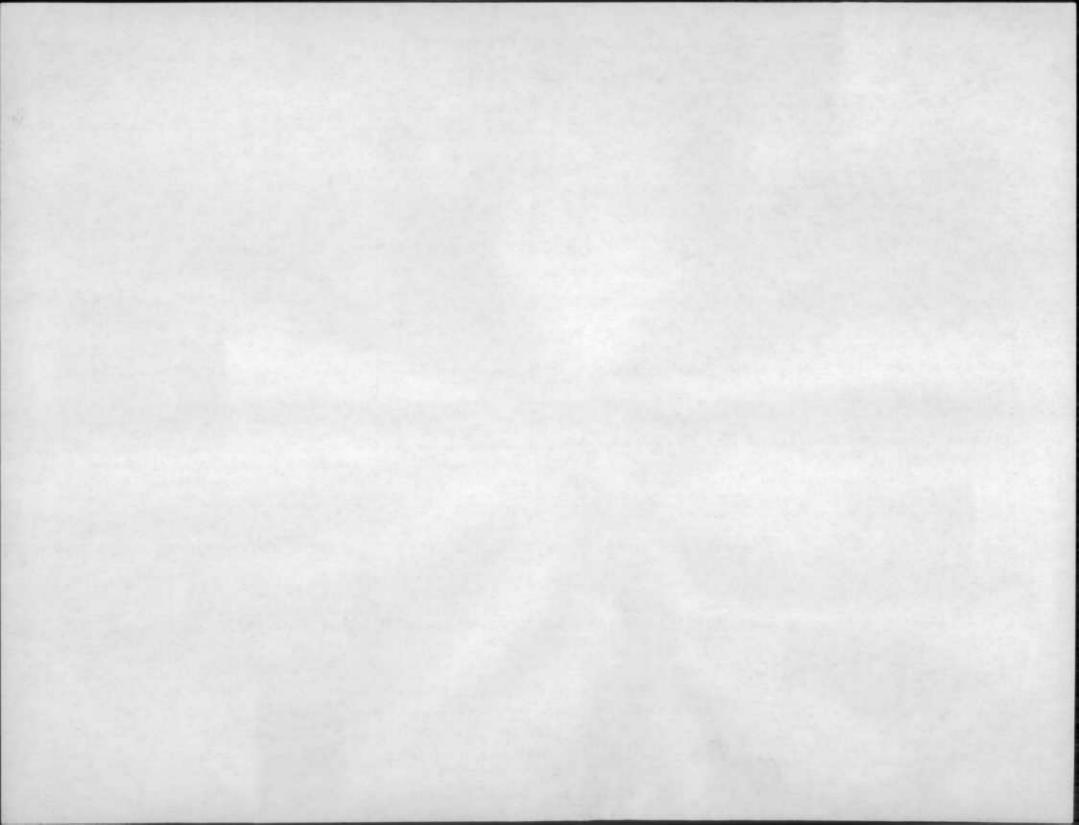
Date

State Archivist

Signature of Court Official

Title

Dote



Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

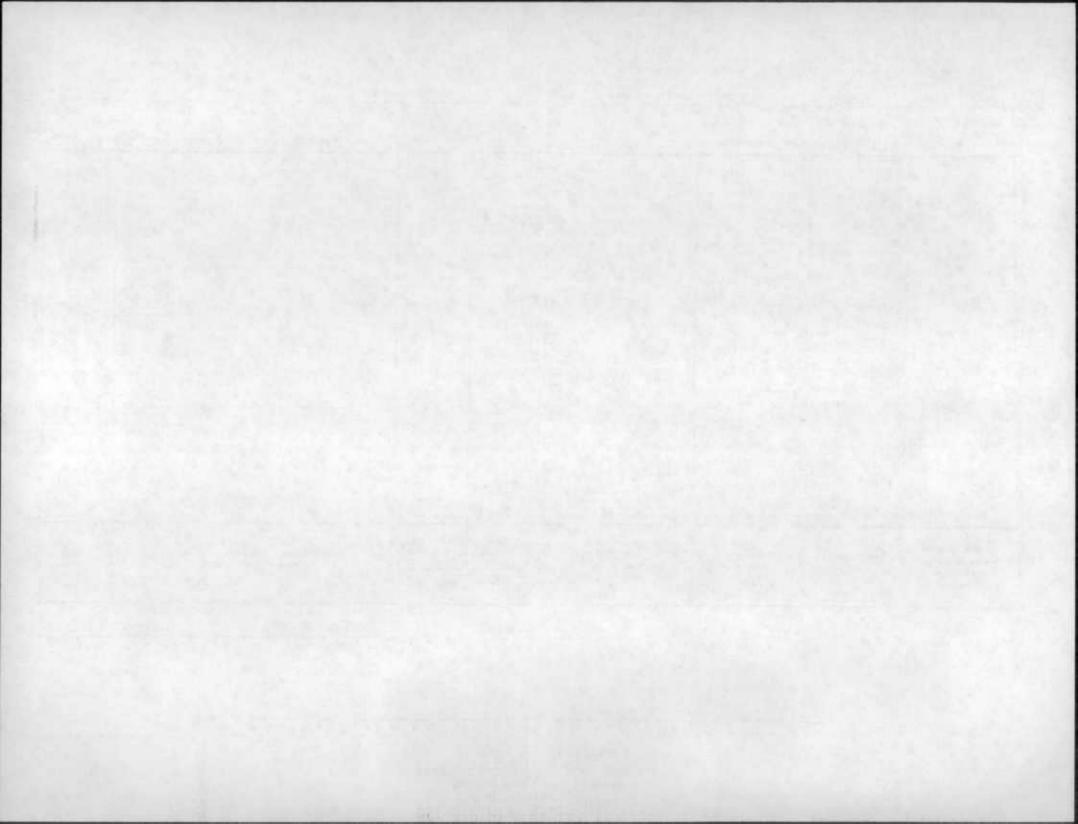
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT	BALTIMORE COUNTY		
	COURT	COUNTY	DATE	

Series No.	Description of Records Include Title and/or Form Humber	Authorization		Inclusive			Method of Destruction
		Retention Sched. No.	item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	L+T-1981	975	SEC.II ITENII	1981.	14		
						1	

Destruction Approved by Hall of Records Commission Destruction Certification Date Signature of Court Cificial Title · State Archivist Date

DGS-550-9



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Monogement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

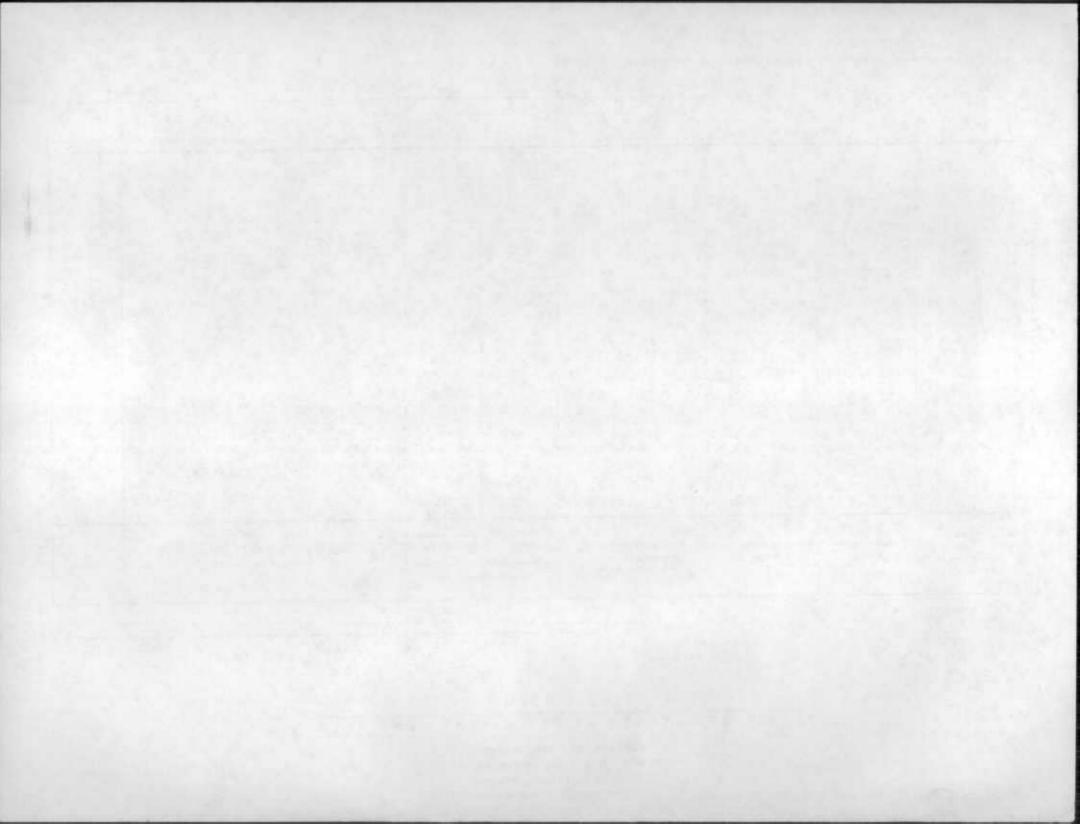
BALTIMORE COUNTY
COUNTY

DATE

(294)

Series No.	Description of Records Include Title and/or Form Number	Auth	orizotion	Inclusive Dotes of Records Destroyed			Method of
		Retention Sched. No.	Item No.		Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Warrants & Summons 1976-1981	975	SEC. IV ITEN TT	1976-1987	12		
						1	

Destruction Appr	oved by Hall of Records Commission	Destruction Certification	
Date	State Archivist	Signature of Court Official Records Manager D	Date
10/83 . DGS-550-9		Instructions for Preparotion and Submission on Reverse Side	



DEPARTMENT OF GENERAL SERVICES Hall of Records Cammissian Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

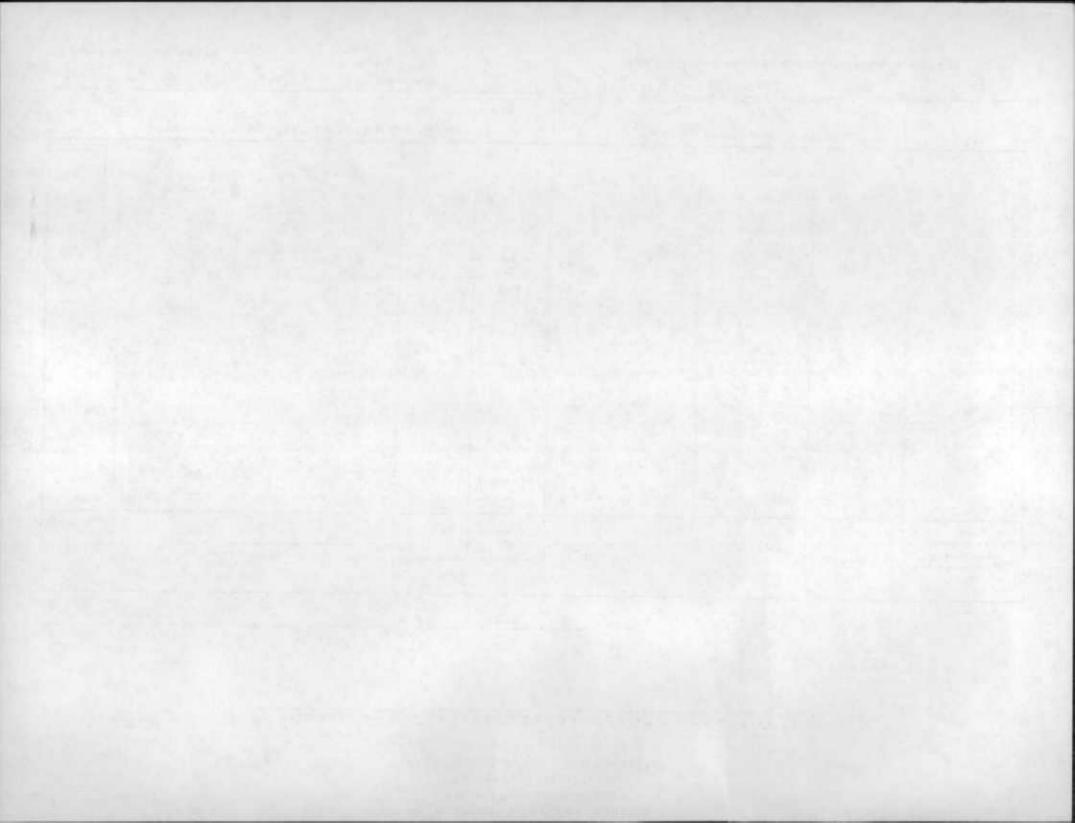
EIGHTH	DISTRICT
	COURT

BALTIMORE COUNTY

DATE

Series No.		Autho	orization	Inclusive		Date of	Method of Destruction
	Description of Records Include Title and/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Mise. ADMINISTRATIVE RECEADS 1979-1982	975	SEC.I ITENINI	1979-1982	7		

Destruction Approved by Hall o	of Recards Cammissian		n Certification	
Date	State Archivist	Maure & Court official		
Rev. 10/83 DGS-550-9		Instructions for Preparation	and Submission on Reverse Sid	de



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT
	COURT

Date

*. 10/83 DGS-550-9

BALTIMERE COUNTY

State Archivist

DATE

(381)

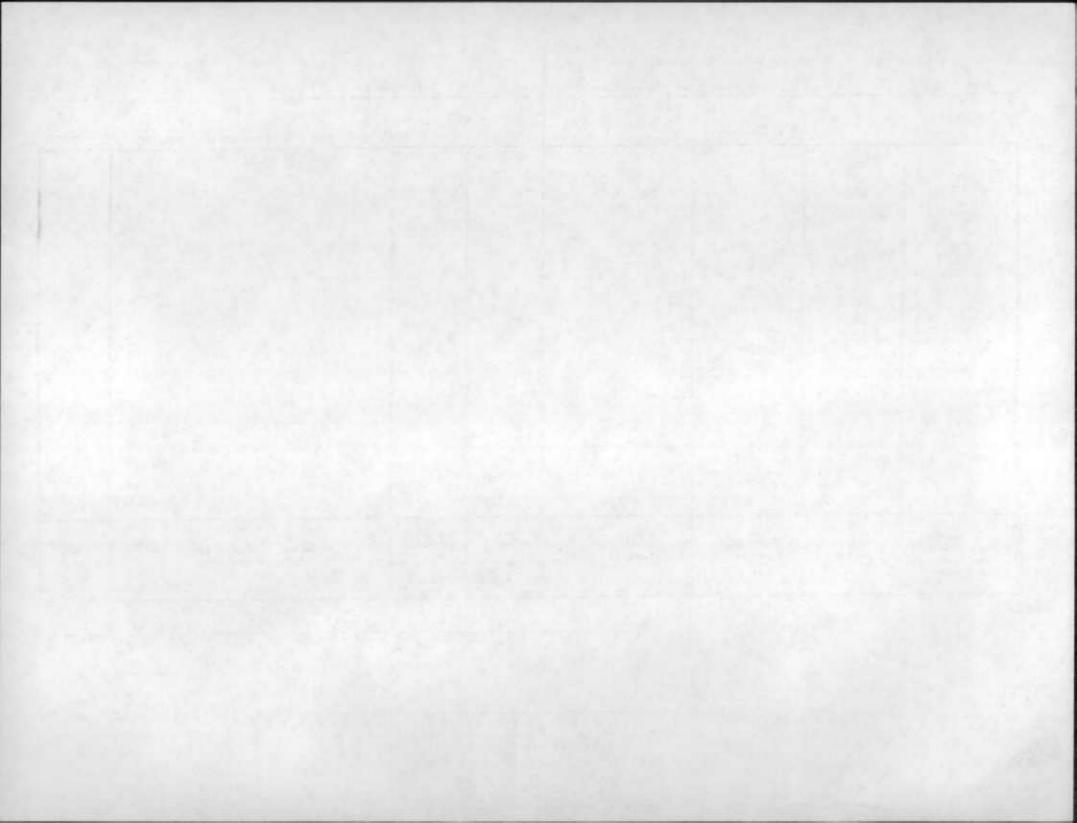
Title

Instructions for Preparation and Submission on Reverse Side

Date

Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of
	Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfil, etc.)
CRIMINAL - 1982	975	SEIL	1982	10		
	Include Title and/or Form Number	Description of Records Include Title and/or Form Number Retention Sched. Na. CRIMINAL - 1982 975	Description of Records Include Title and/or Form Number Retention Sched. No. P75 SEC. II ITEM IL	Description of Records Include Title and/or Form Number Retention Sched. No. Item No. Destroyed CRIMINAL - 1982 975 SEC.II 1982 Inclusive Dates of Records Destroyed Ten I	Description of Records Include Title and/or Form Number Retention Sched. No. Retention Sched. No. Page 1 Retention Sched. No. Retention Sched. No. Retention Sched. No. Page 1 Page 2 Page 3 Page 4 Page 3 Page 4 Page 4	Description of Records Include Title and/or Farm Number Retention Sched. No. Retention Destruction Date of Cubic Feet) Date of Cubic Feet)

Signature of Court Official



Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT	BALTIMORE COUNTY.		
	COURT	COUNTY	DATE	

(243)

Series No.	Description of Records	Authorization		Inclusive			Method of Destruction
	Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfil, etc.)
	CRIMINAL - 1982	975	SEC. IV	1982	184		
						4 1	
						100	

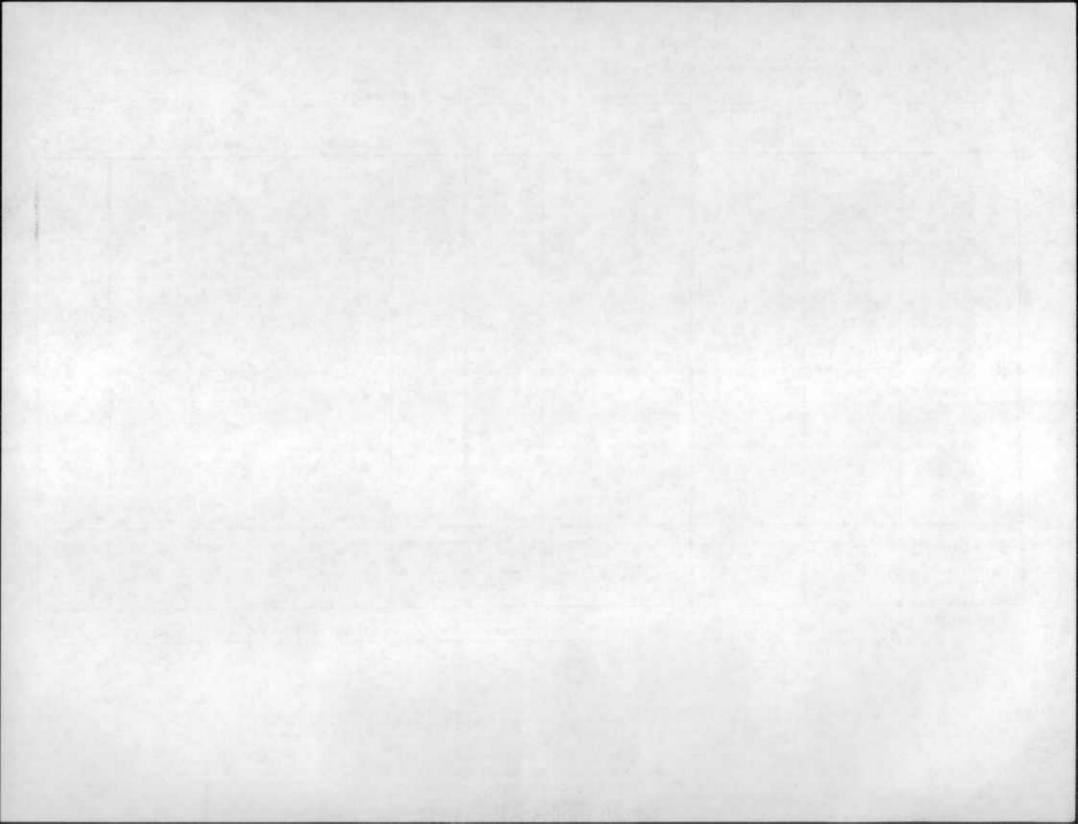
Date

Date

State Archivist

Signature of Court Official

Instructions for Preparation and Submission on Reverse Side



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT	BALTIMORE COUNTY		
COURT	COUNTY	DATE	

257

Series		Auth	orization	Inclusive Dates of Records Destrayed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfil, etc.)
No.	Description of Records Include Title and/or Form Number	Retention Sched, No.	îtem No.				
	RECORDING TARES - 1982-1983	975	SEE. I TI	1982 - 1983 .	79		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

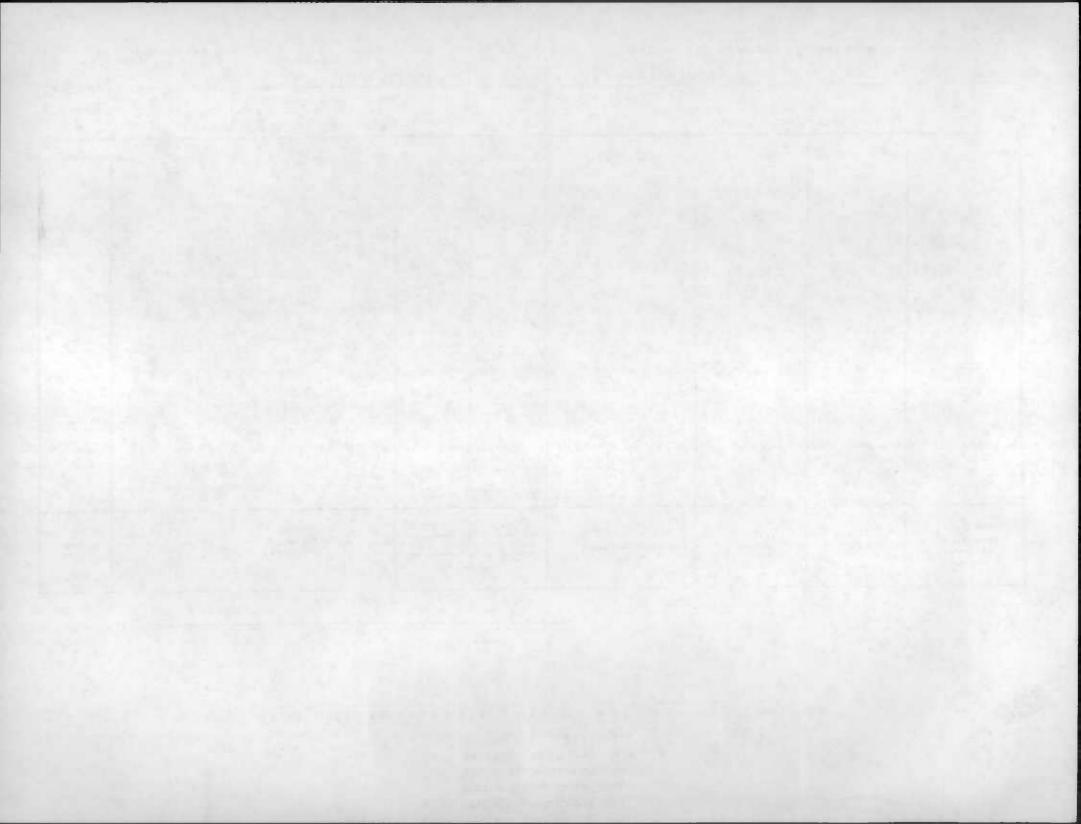
State Archivist

Signature of Court Cificial

Title

Date

83 . DGS-550-9



Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH	DISTRICT	BALTIMERE COUNTY		
	COURT	COUNTY	DATE	

(380)

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of
		Retention Sched. No.	ltem No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	Destruction (Recycle, shred, landfil, etc.)
	CRIMINAL- 1983	975	SER IX	1983	8		

Destruction Approved by Hall of Records Commission

Date

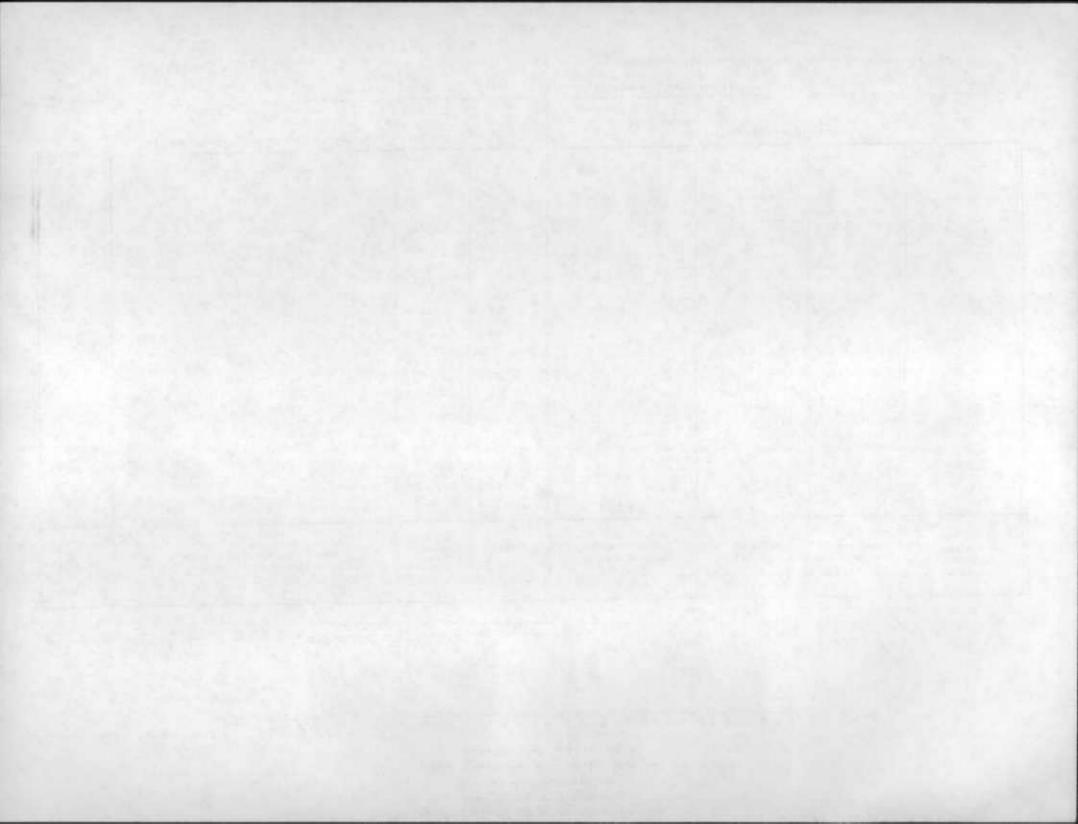
State Archivist

Signature of Court Cificial

Title

Date

Instructions for Preparation and Submission on Reverse Side



Hall of Records Commission Records Management Division Treasury Building, Rm. 302

Annopolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

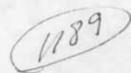
District 8 Baltimore County

Dote

Court

County

Stole Archivist



Destruction Certification

Title

Date

Signature of Court Official

Authorization Methodof Inclusive Serles Description of Records Destruction Dolos of Records Volume Dole of No. Include Title and/or Form Number (Recycle, shred. (Cubic Feet) Retention Destroyed Destruction lie m londfill, etc.) Sched. No. No. 1982-1983 Traffic Alpha Files 1982-1983 Approx. 25 boxes Destruction Approved by Hall of Records Cammission



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT #8-1 900 WALKER AVENUE BALTIMORE, MARYLAND 21228/

Date

DGS-RM-550-9

Rev. 1/78

DC CERT 8-CV-1-88

Title

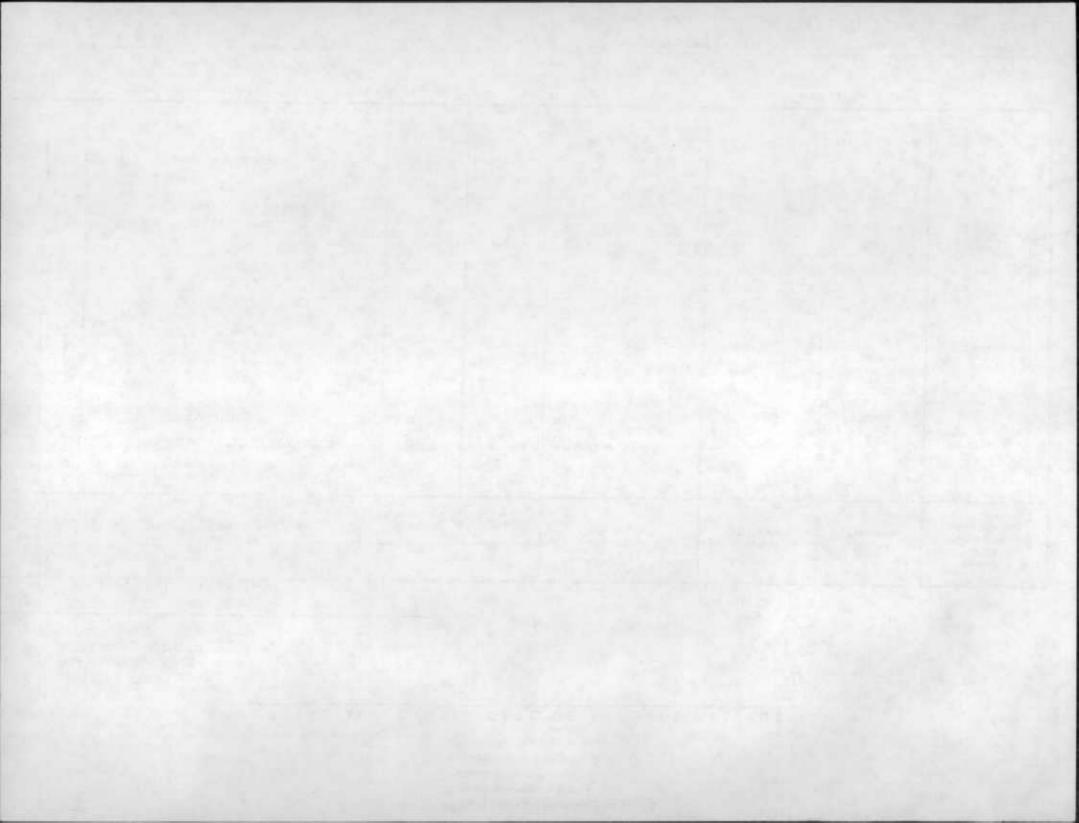
Instructions for Preparation and Submission on Reverse Side

Date

		Authori	zetion	Inclusive		Date of	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Schod. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Rent Cases and Warrants of Restitutuon	975 Sec VI	2	1981- 1984	50		
							1
	* All required audits have been completed				Table 1		
	* No Money Judments						

State Archivist

Signature of Court Official



Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MO 20794-0275

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

APR 24 1992

87A40

DISTRICT COURT

DISTRICT COURT RECORDS CENTER

DISTRICT COURT OF MARYLAND FOR BALTIMORE COUNTY #8 04/24/92 DATE

COURT

COUNTY

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

		Author	itation	Inclusive	Yelume	Date of	Method of Destruction Recycle, shred,
5 er (+ ± H + .	Description of Records Include Title and/or Form Number	Retention Sched, Ne.	No.	Detes of Records Destroyed	(C.b.) c Feet)	Dostrucko*	landfill, etc.)
	CRIMINAL RECORDS to be microfilmed and destroyed	MD DIST	RICT RULE	1985	43	ASAP	
	,				Destruction Cel	tification	

Destruction Approved by Holl of Recards Commission

Signature of Court Official

Title

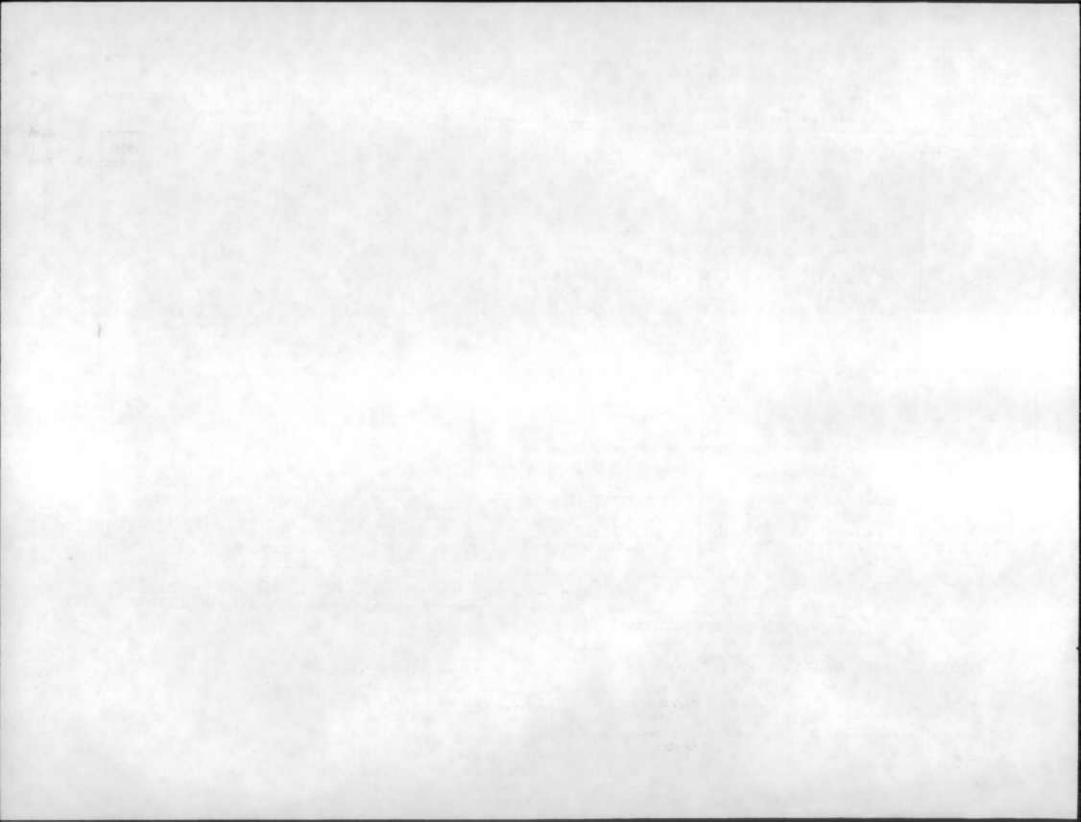
Dote

Date

State Archivist

Instructions for Preparation and Submission on Reverse Side

DGS-550-9 Rev. 10/83



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT ESSEX JUNE 8914 KELSO DRIVE TOUR SEEL. MARYLAND 21221

Date

DGS-RM-550-9

Rev. 1/78

Maure & Canford

State Archivist

(6.2)

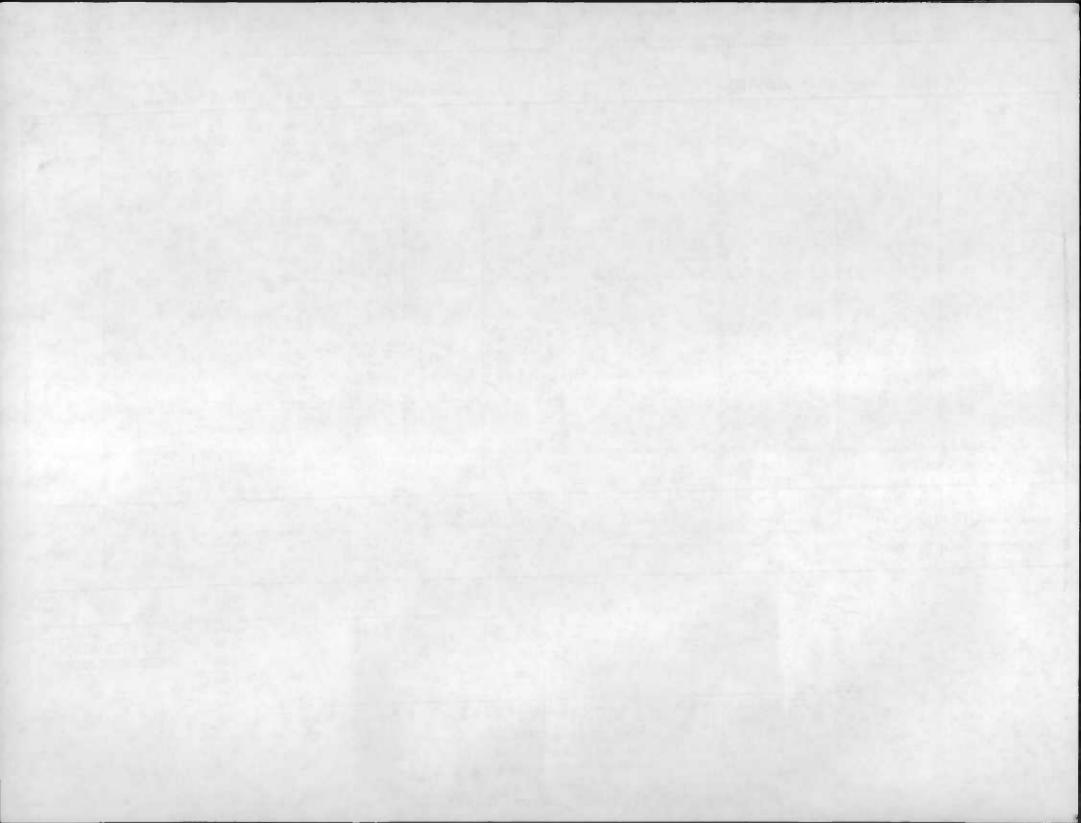
Title

Instructions for Preparation and Submission on Reverse Side

Date

Series. No.	Description of Passels	Description of Records Authorization		Inclusive		March Street	Method of
No.	Include Title and/or Form Number	Include Title end/or Form Number Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Date of Destruction	Destruction (Recycle, shred landfill, etc.)
		200	7 4 6	33 1			
	1984- 1986 Rents	Schedule	2	1984-1986	*88		
ED:	Summary Ejectments	975	N. C. C.				
	Warrants of Restitution	Section	444		The Later		·
		VI	1 2 2 2	and of			
		PR.					
		i ă	2 - 5				
		100	The state	220			· 500 5 4
			400	0.0			
		19.0	132				
			0 40 0	0 0			
	*All required Audits have been completed	1,40	200	A A A			
	The state of the s		0 0 0			5 1 2 5 3	
	*No money judgements		222				
-	200		2000				
		6	9 4 5				

Signature of Court Official



DEPARTMENT OF GENERAL SERVICES
Hall Of Records Commission
Records Management Division
7275 WATRELOO RD, P.O. BOX 275
JESSUP, MD 20794 - 0275



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

CD#17

88A67

DISTRICT COURT FOR BALTO CO. #8 January 6, 1994

COURT COUNTY DATE

DISTRICT COURT RECORDS CENTER
CUSTODY OF RECORDS AT TIME OF DESTRUCTION

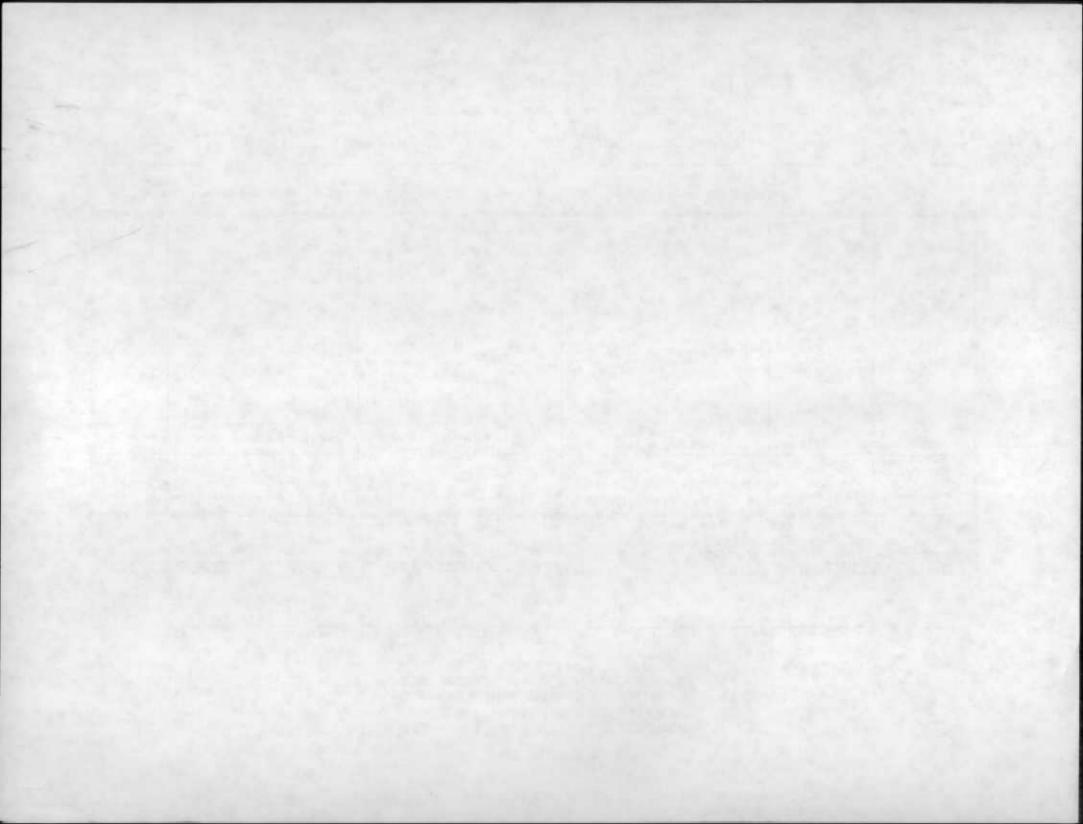
Series No.	Description of Records Include Title and/or Form #	Authorization		Description of Records Include Title and/or Form #		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc., shred, lanfill, etc.)
	CRIMINAL RECORDS AND DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1986	15	ASAP			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist Signature of Court Official Title Date

1, 3



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

CRIMINAL ADMINISTRATION DISTRICT COURT TOWISON 111 Allegheny Avenue Tawren Mandant 21204

Date

BALTIMORE MAR 2

County

Destruction Approved by Hall of Records Commission

State Archivist

IN DISTRICT

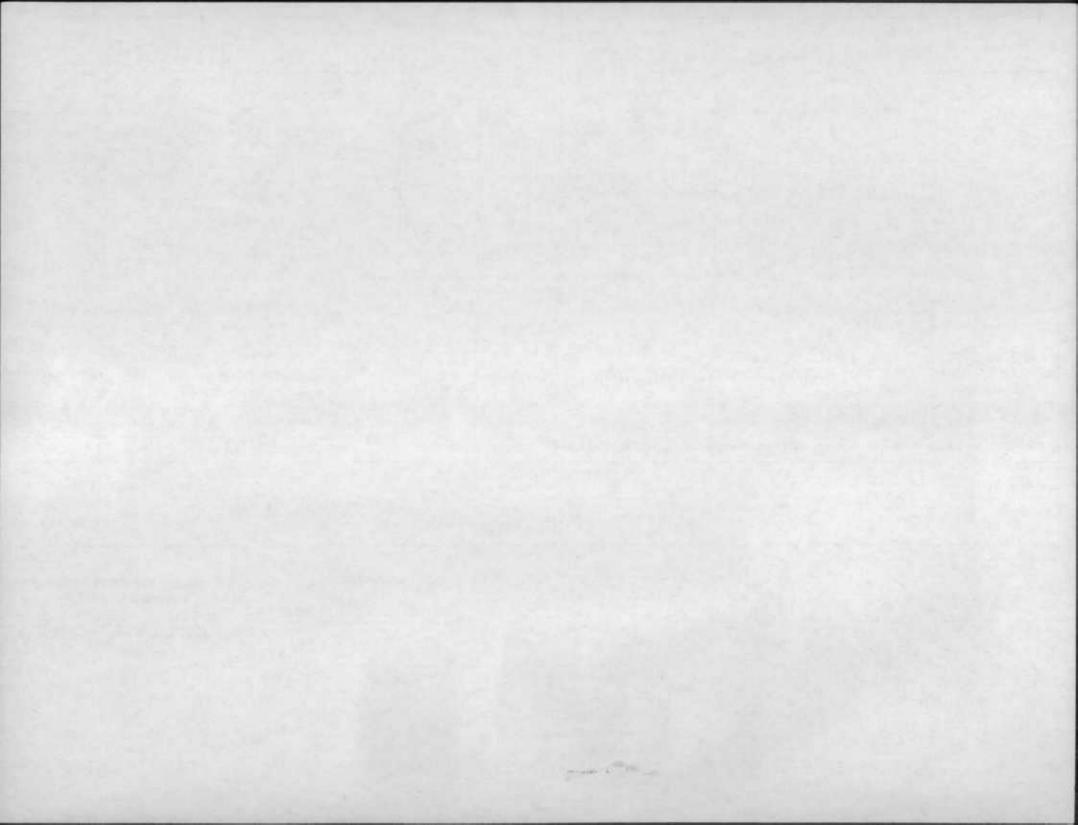
MAR 2 RECD

Date

Destruction Certification

Title

	Description of Records Include Title and/or Form Number	Authorisation		Inclusive		Detect	Method of Destruction
Series Ho.		Retention Sched, No.	Item No.	Detes of Records Destroyed	Valume (Cubic Feet)	Destruction	(Recycle, shred, londfill, etc.)
986	CRIMINAL FILES_EXPUNGEMENTS			1/1/86 thru 12/31/86	10.5 cu. ft.		
987	CRIMINAL FILES-EXPUNGEMENTS			1/1/87 thru 12-31-87	12 cu. ft.		
							8
			*				



Holl of Records Commission Records Monogement Division Treosury Building, Rm. 302

Annopolis, Moryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District 8 Baltimore County

Dote

Court

County

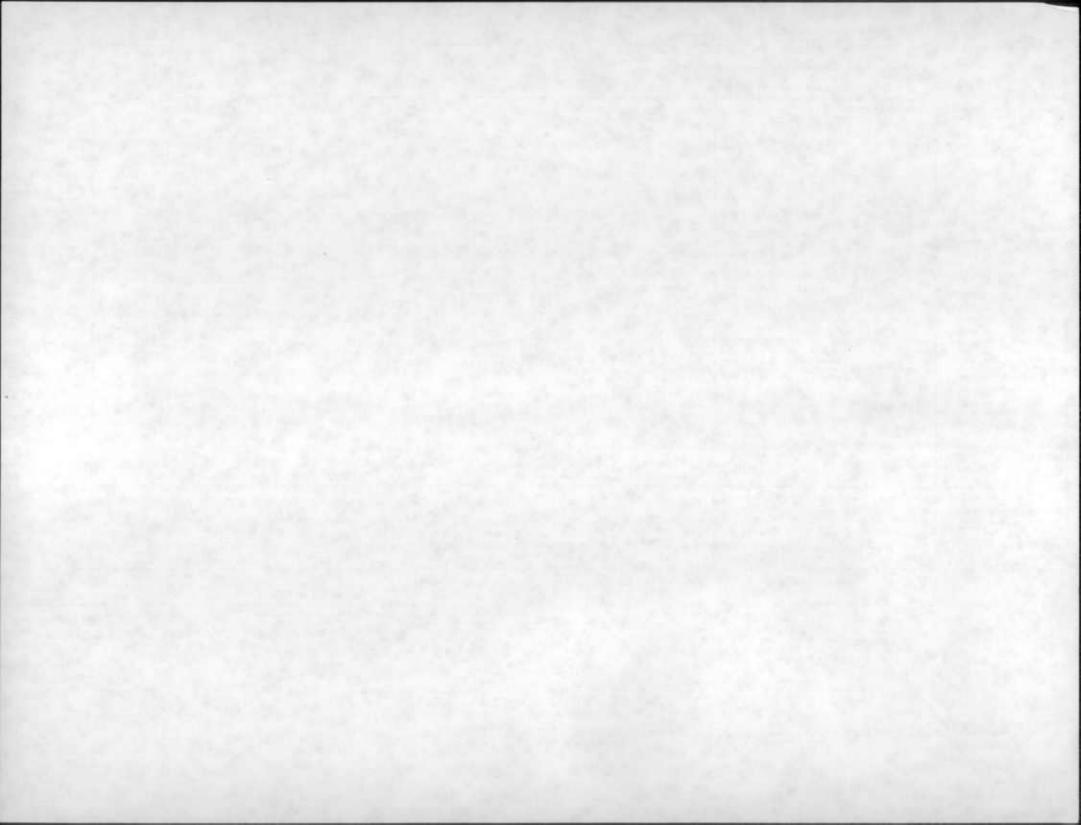
State Archivist

Signature of Court Official

Title

Dote

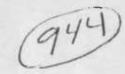
	Descripsion of Records Include Title and/or Form Number	Author	rizetion	Inclusive			Method of Destruction
Saries No.		Retention Sched. No.	liem No.	Dotes of Records Destroyed	(Cubic Feet)	Do: - of Destruction	(Recycle, shree, londfill, etc.)
	1987 Traffic Alpha Files	k		1987	approx, 50 bóxes		
#							
	K. Weister 8/2/94						T
	Destruction Approved by Hall of Records C	ommission			Destruction Certif	ication	



Hall of Records Commission Records Management Division 7275 WATERLOO 100., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DATE



90A120

AUG 25 1992

DISTRICT COURT

DISTRICT COURT OF MARYLAND#8 FOR BALTIMORE COUNTY 08/25/92

COUNTY

DISTRICT COURT RECORDS CENTER

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Marhadal Authorization Includive Destruction Deleef Valuma Dales of Records Description of Records Rocycle, shred. Sector (Cobic Feet) Destructor Include Tille and/or Form Humber Destroyed He. landfill, etc.) Retention Item Schod. He. No. TRAFFIC - ALPHA A - YZ 975 VI 1988 34 2 Destruction Certification

Destruction Approved by Hall of Records Commission

Signoture of Court Official

Title

Dois

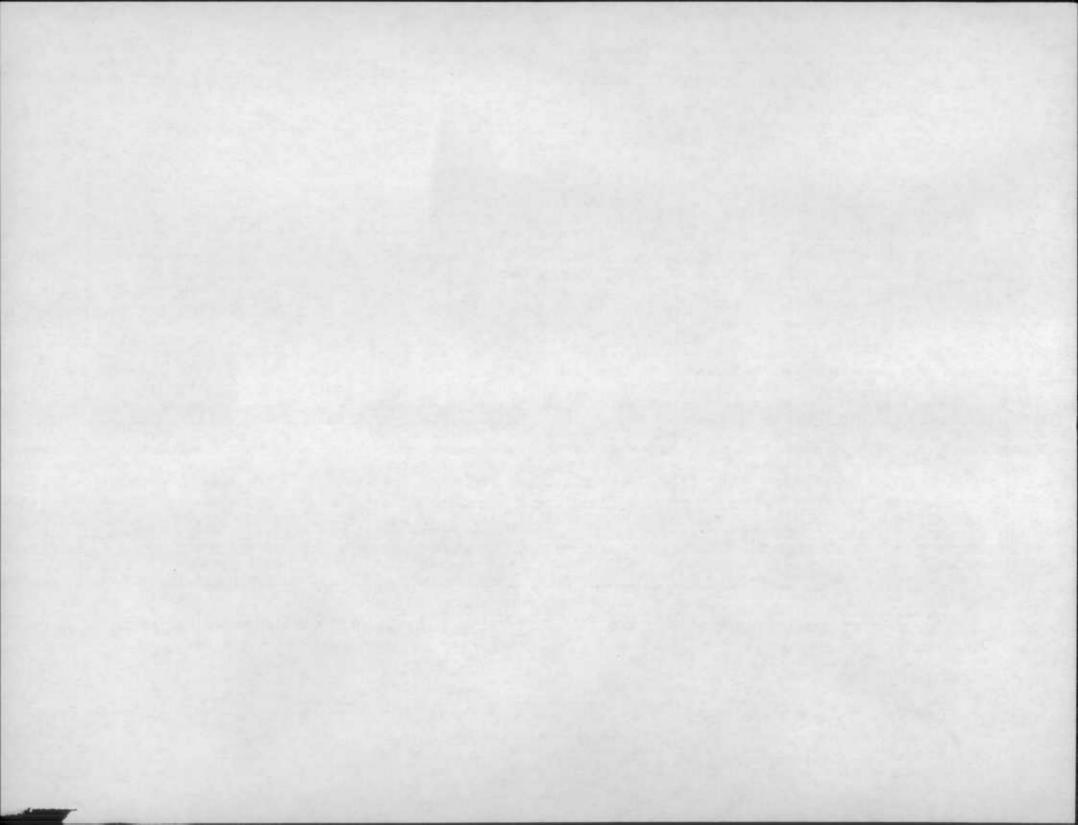
Dois

Store Archivist

Instructions for Preparation and Submission on Reverse Side

Rev. 10/83 DGS-550-9

COURT



Hall of Records Commission Recards Management Division Treasury Building, Rm. 302

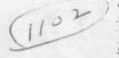
Annapolis, Maryland 21401

Data

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District 8 Baltimore County - Catonsville / Don Crosby

> Court County

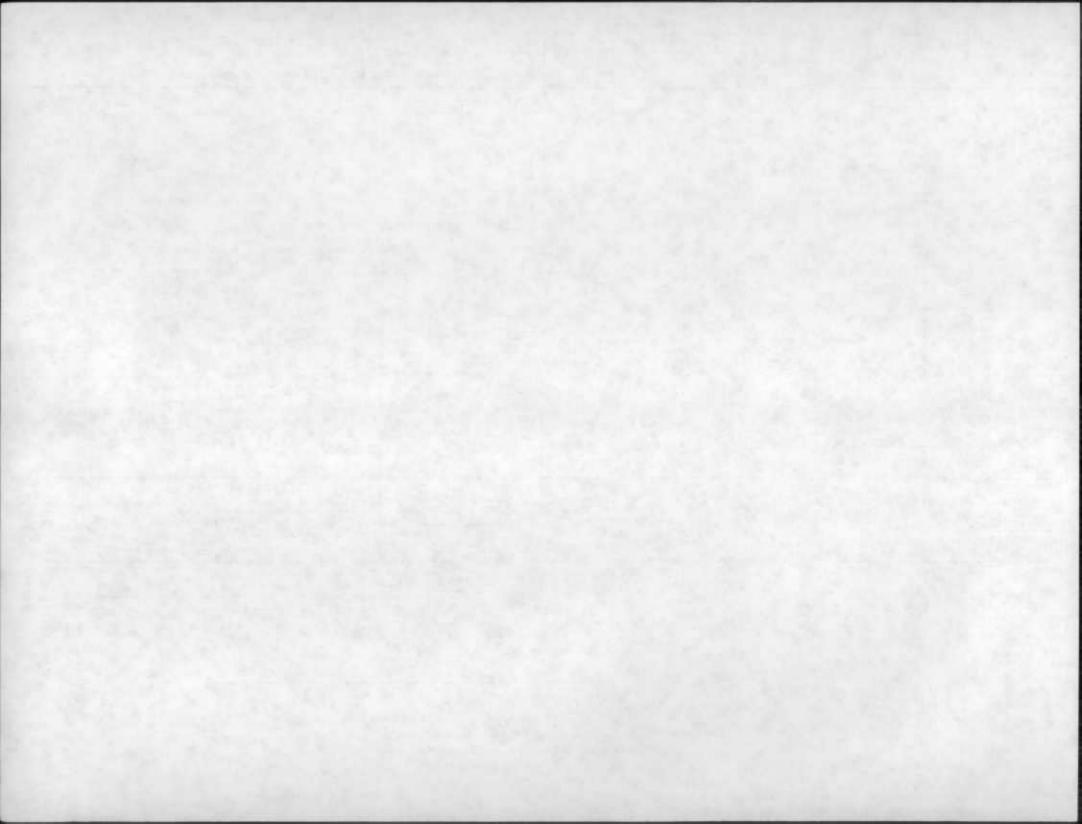


Date

Title .

	Description of Records Include Title and/or Form Number	Authorizotton		Inclusive	Yolume	Doleef	Method of & Destruction ?	
Series No.		Retention Sched. No.	liem No.	Dates of Records Destroyed	(Cuble Foot)	Dole of Destruction	(Recycle, shred, londfil, etc.)	
	1988- 1989 rents SUMMARY EJECTMENTS WARRANTS OF RESTITUTION	SCHEDULE 975 SECTION VI	2	1988-89	28			
						20 AVA - AVA		
	* ALL REQUIRED ADUITSHRAVE BEEN COMPLETED							
	* NO MONEY JUDEMENTS					er e de Sancial de La Company		
	Destruction Approved by Hall of Records (Destruction Certif	ication		

Stote Archiviet



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District 8	
Baltimore	County

Dote

Court

County

Destruction Approved by Holl of Records Commission

State Archivist

(1190)

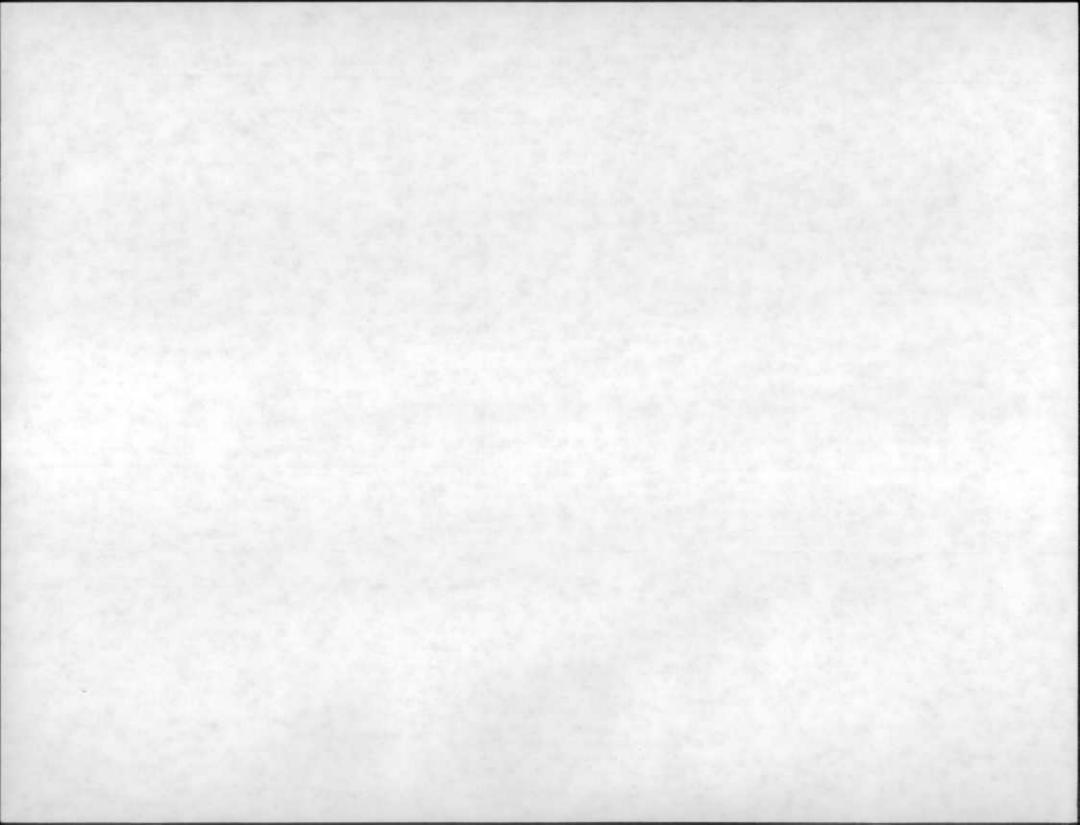
Destruction Certification

Signature of Court Official

Title

in Dist

		Author	ization	Inclusive			Method of Destruction
Series . No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	ltem No.	Dotos of Records Destroyed	Yolume (Cubic Feel)	Dote of Destruction	(Recycle, shred, landfill, etc.)
	1989 Traffic Alpha Files			1989	appròx. 50 boxes		
					•		
	X/11/2/11/2 8/2/94						.2



Hall of Records Commission. Records Monagement Division Treasury Building, Rm. 302 Annopolis, Moryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District. 8 Baltimore County

Dote

Court

County

State Archivist

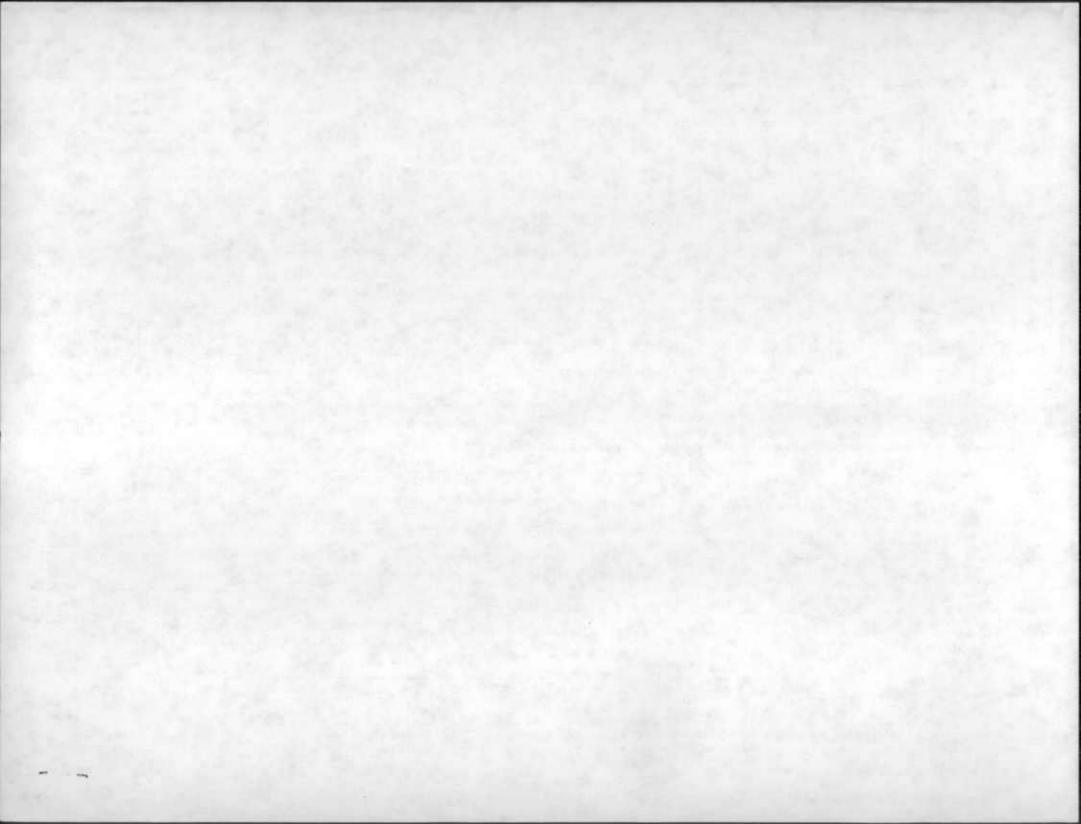
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Title

9-31-94

Date

		Authori	rollon	- i Inclusive	Yolum#	Dot • o f	Method of Destruction
Ho.	Description of Records Include Title and/or Form Number	Retention Schod. No.	item No.	Dotes of Records Destroyed	(Cubic Feel)	Destruction	(Recycle, shred, londfil, etc.)
	1990 Criminal files			1990	15:		
	(stripped - 15 boxes) strip material						
	stry only						
					,		
:							
	PART NAME OF THE PARTY OF THE P						



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District #8 Baltimore County

Court

Date

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County

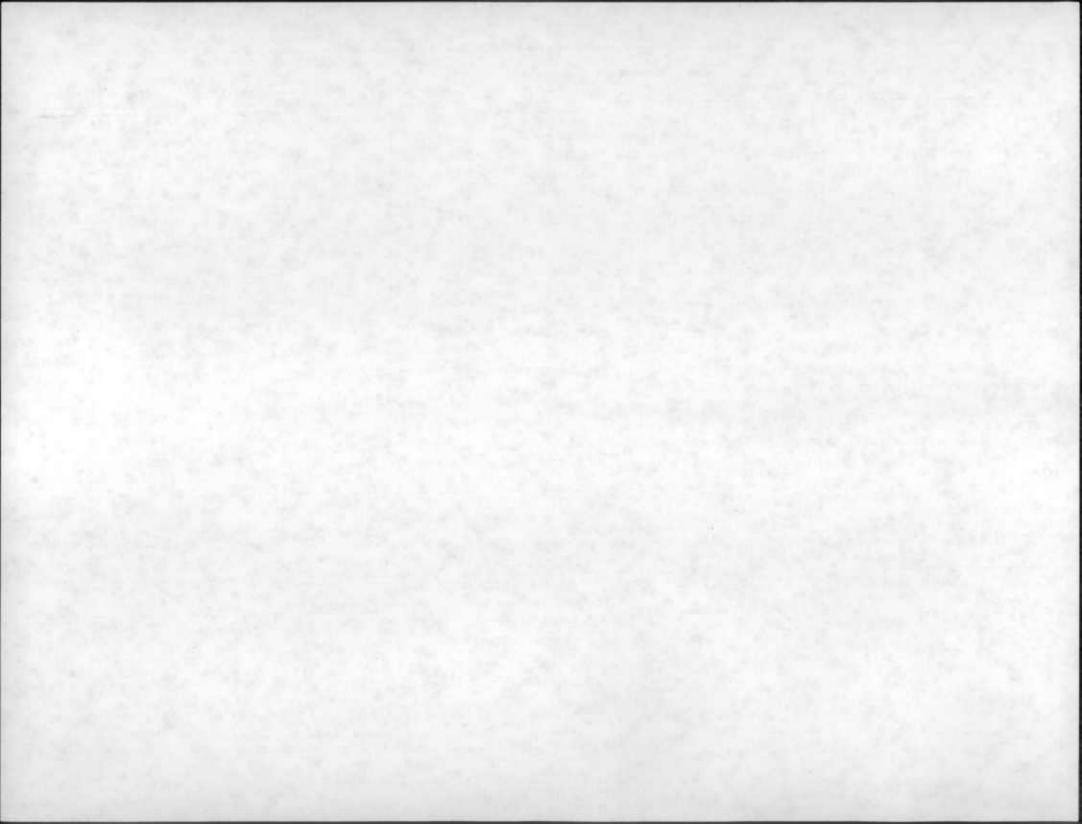
State Archivist

Title

as and C. I mission on Reverse Side

Date

Series Ho.	Description of Records Include Title and/or Form Number	Authori	zation	Inclusive			Method of
		Retention Sched, No.	Item No.	Doint of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	1990 Traffic Alpha Files	V		1990	50 :boxes		
		1000			4 - 1	2.0	
		1					
			-				
					A SECTION		1 2 2
					1 MAY 1		
			1				
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Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Amapolis, Maryland 21401

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	CourtHE
	Court

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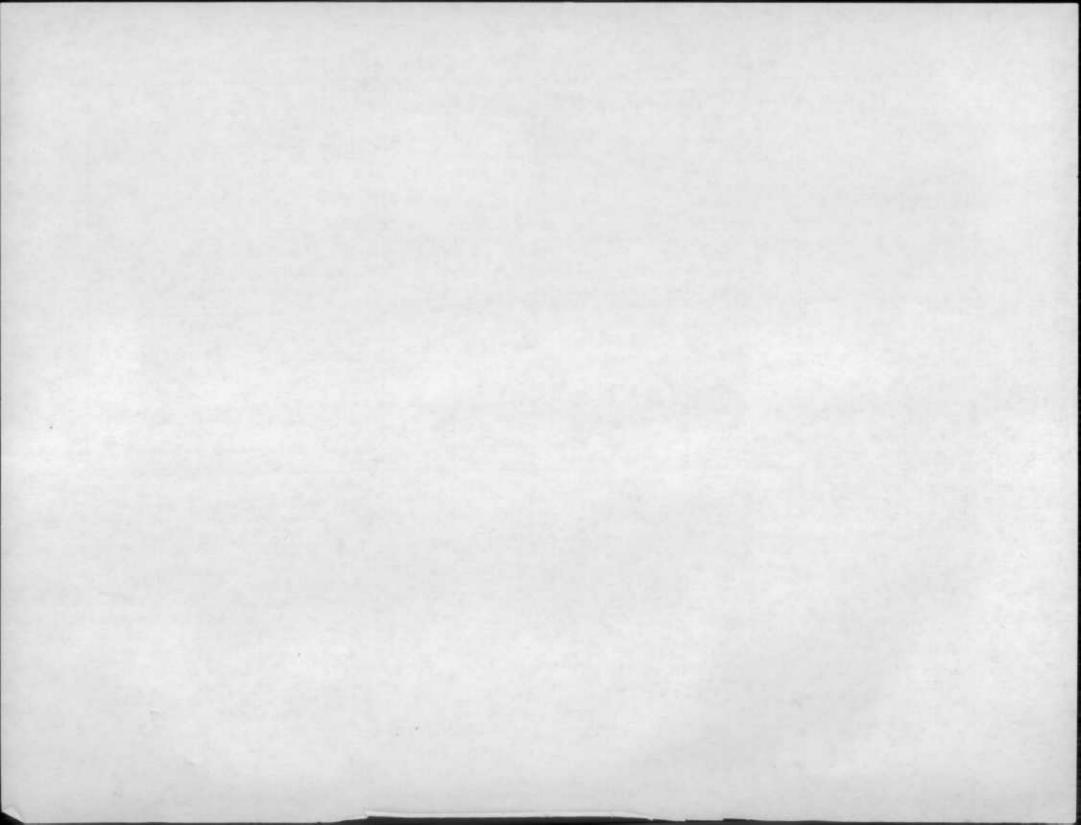
State Archivist

IN BUTTER

Title

Date

Series No.	Description of Records Include Tirle and/or Form Number	Retention Sched, No.	lintian Itam No.	Dutes of Records Destroyed	Volume (Cubic Foot)	Date of Destruction	Method of Destruction (Recycle, shred, londfill, etc.)
	JAN 1, 1982 -> DEC 31, 1989 RENTS SUMMARY EJECTMENTS + WARRENTS OF RESTITUTION * NO MONEY JUdgement * ALL Advits have BEEN DONE		2	1992	13.2		LAND FILL
	Destruction Approved by Hall of Records C	ommission			Destruction Certific	ation	



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
111 Allegheny Avenue
Towson, Maryland 2:204

Dole

DGS-RM-550-9

22.01.08

State Archivist

Court

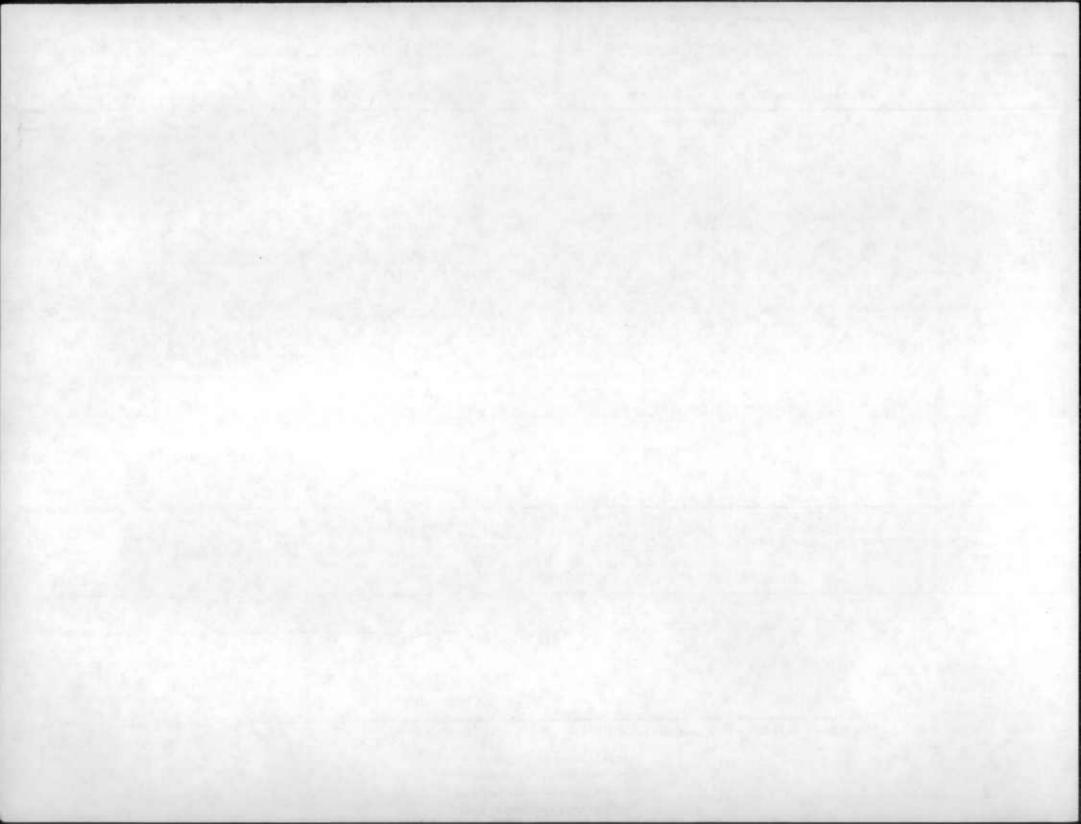
County

500.00	Description of Records Include Title and/or Form Number	Author	liotion	Inclusive Dotos of Records Destroyed	Yalume (Cubic Feet)	Dataset	Method of Destruction (Recycle, shred, Iondfilt, etc.)
9.		Retention Sched. No.	Itam No.			Date of Destruction	
	1975 Civil Cases Closed	Schedule 975 Section	Item 2	1976	139		
	"Stripped Materials Only Folders Retained."	VI					
						•	

Signature of Court Official

Title

Instructions for Preparation and Submission on Reverse Side



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON 111 Allegheny Avenue Towson, Maryland 21204

22.01.08

Court

County

l artes	Description of Records Include Title end/or Form Number	Author	ization	Inclusive			Method of
1.		Retention Schod. No.	ltem No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, lendfill, etc.)
	1977 Civil Cases Closed	Schedule 975 Section VI	Item 2	1977	157		
	"Stripped Materials Only Folders Retained."						
					•		

State Archivist

Signature of Court Official

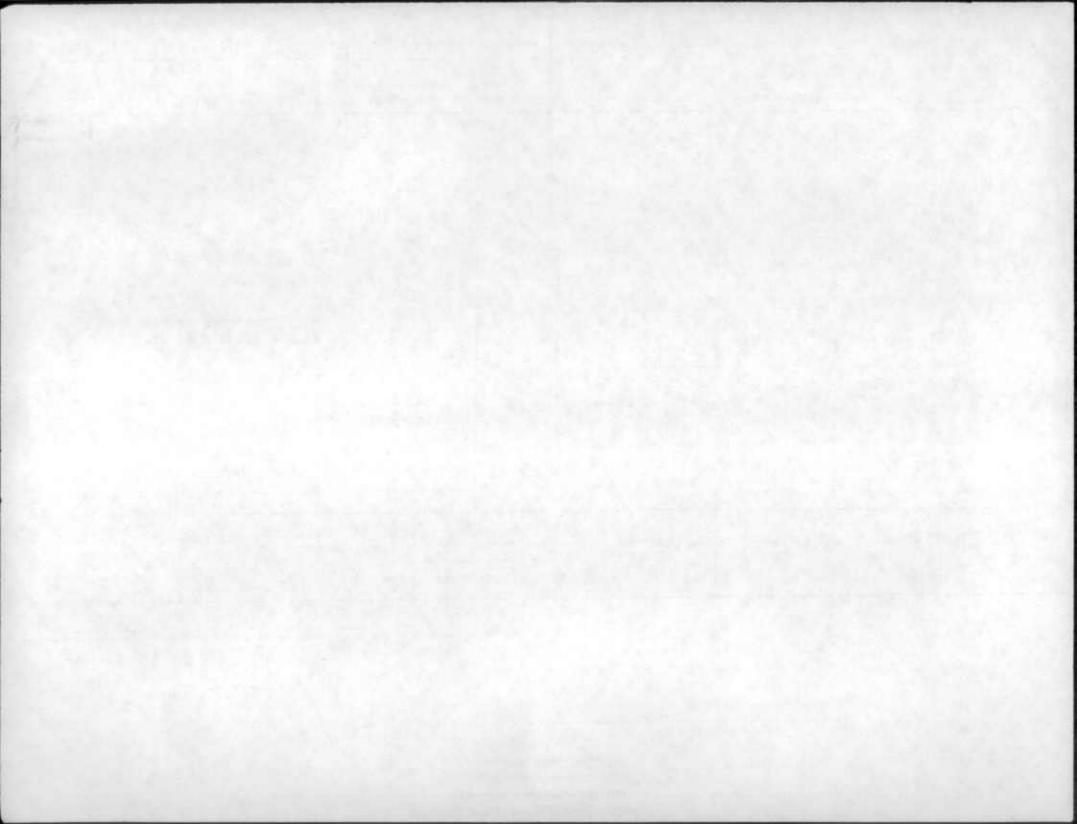
Title

Date

DGS-RM-550-9

Date

Instructions for Preparation and Submission on Reverse Side



Hall of Records Commission Records Management Division Treasury Building, Rm. 302 Annopolis, Maryland 21401



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
111 Allegheny Avenue
Towson, Maryland 21204

22.01.08

Court

County

Series		Author	rization	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Schod, No.	ftem No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	(Recycle, shred, londfill, etc.)
	1978 Civil Cases Closed	Schedule 975	Item 2	1978	160		**
		Section IV					
	"Stripped Material Only Folders Retained."					•	
				•			
							•
		THE RESERVE					

Destruction Approved by Hall of Records Commission

Destruction Certification

Dote

State Archivist

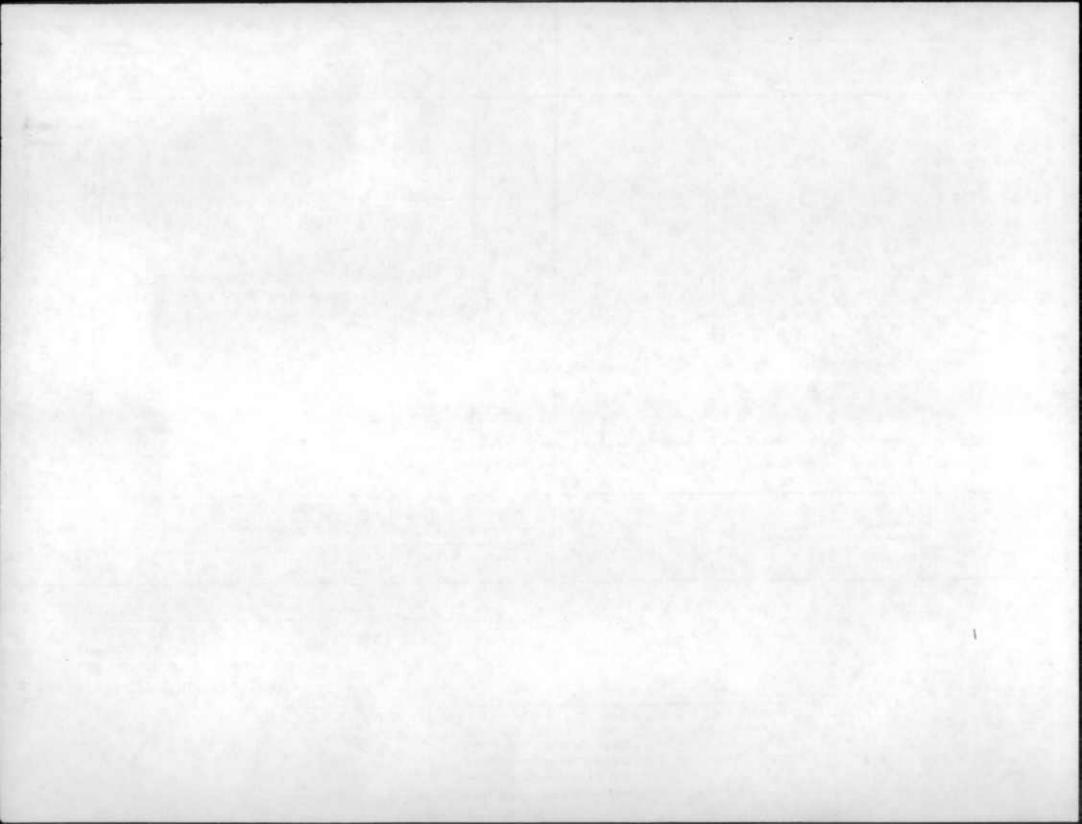
Signature of Court Official

Title

Dote

DGS-RM-550-9

Instructions for Preparation and Submission on Reverse Side



Records Management Division Treasury Building, Rm. 302 Annapolis, Maryland 21401

(43)

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT	COURT 1	OWSON
III Allo		
Touson.	Maryland	21204

Court

22.01.08

County

DC 8 Cert CV 5-86

Series No.		Authorizotion		inclusive			Method of Destruction
	Description of Records Include Title end/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	(Recycle, shred, londfill, etc.)
	1982 Closed Civil Cases	975 Section VI	Item 2	1982	90		
	"Stripped Material Only Folders Retained"						

Destruction Approved by Hall of Records Commission

Destruction Certification

Dote

State Archivist

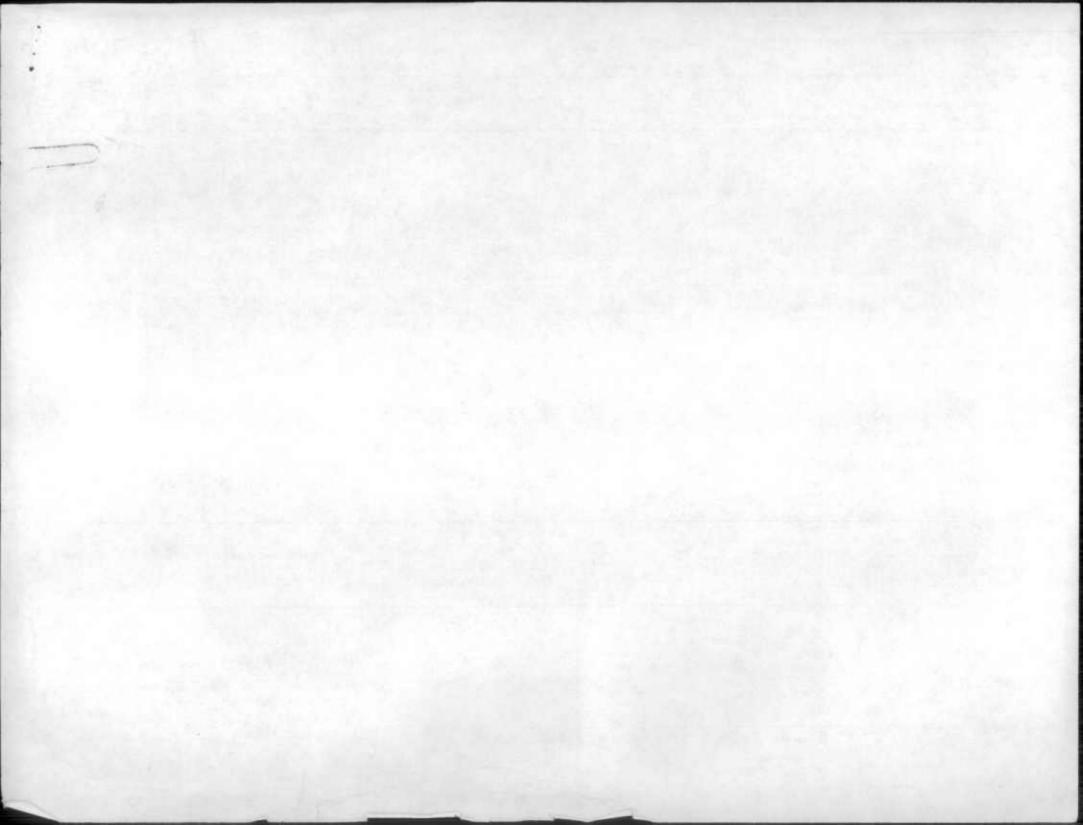
Signature of Court Official

Title

Date

0 1/78 DGS-RM-550-9

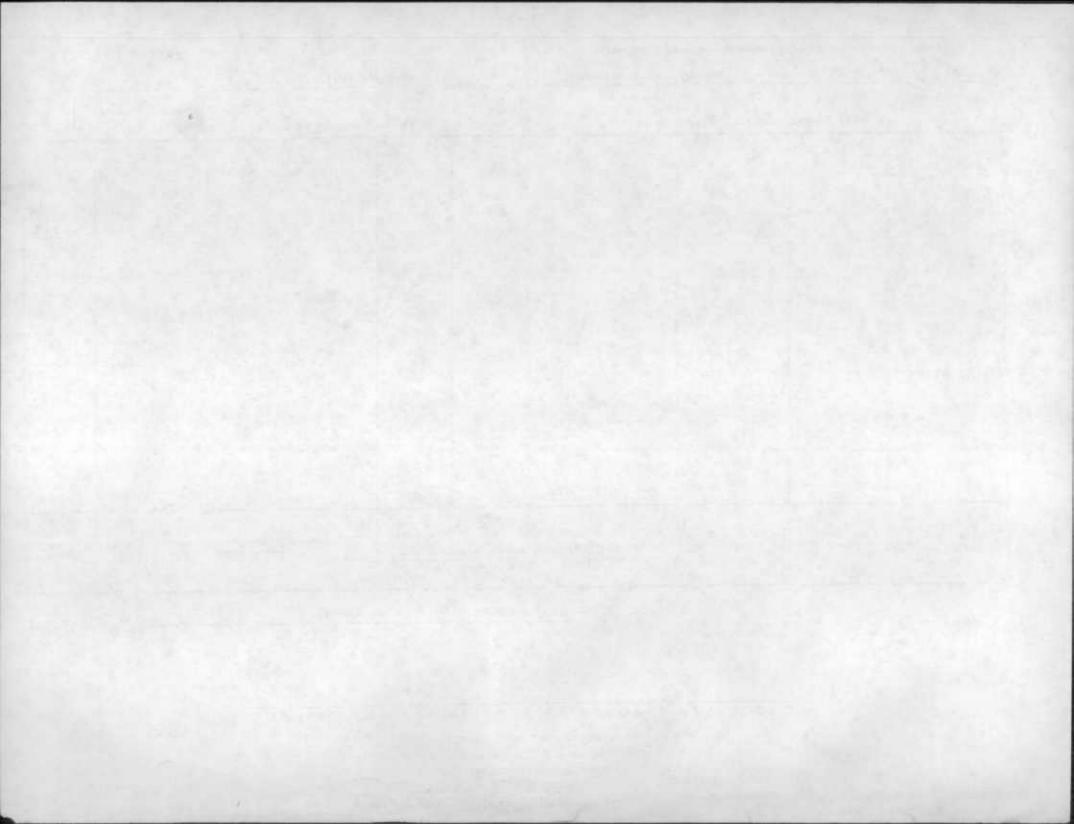
Instructions for Preparation and Submission on Reverse Side



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Auth	orization	Inclusive			Method of
	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	Destruction (Recycle, shre landfill, etc.
CRIM	WAL DOCKETS -MARCH 1955-1966	975	SEC. II MEN II	MARCH 1955 - 1966	7		
		·					
				,			
						,	
D	estruction Approved by Hall of Records	Commission			Destruction Certifi	cation	



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

NINTH	DISTRICT	HARFORD	
	COURT	COUNTY	DATE

State Archivist

Date

* 10/83 · DGS-550-9

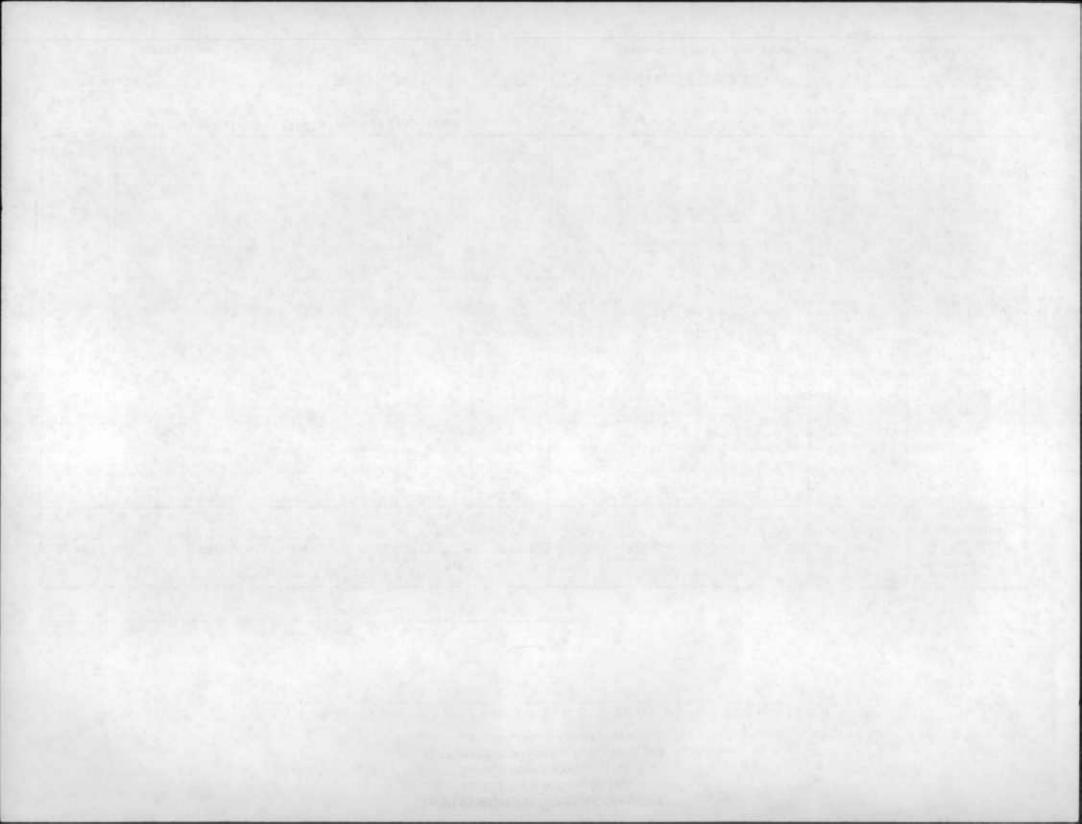
696

Title

Instructions for Preparation and Submission on Reverse Side

Date

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of Destruction
		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Detrocker Destrucker	(Recycle, shred, landfill, etc.)
	CNIL - 1971	975	SEC.II ITEN II	1971.	10		
		*					
	Destruction Approved by Hall of Record	s Commission			Destruction Certif	ication	



DELANCIAL OF DEHEAME SERVICES

Hall of Records Commission Records Management Division Irectury Building, Rm. 302 Annopolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Admin. Clerk

Title

Date

Ninth District

Harford 6/12/87 County

State Archivist

Court

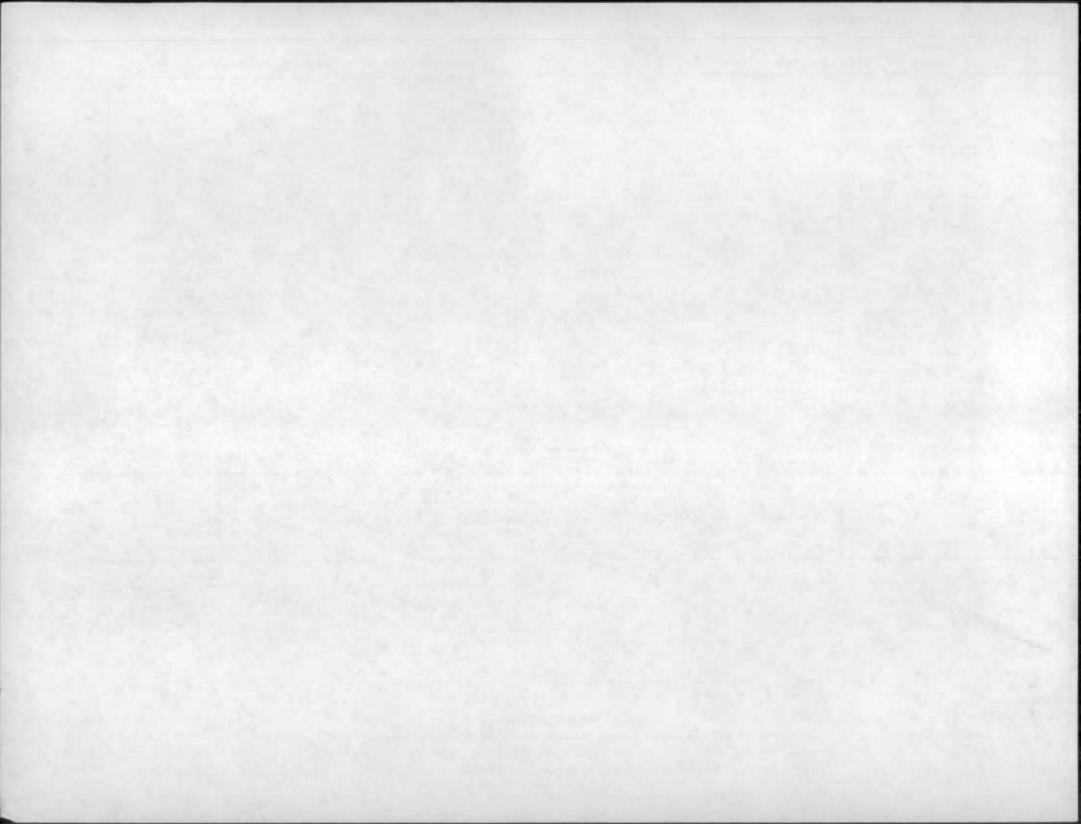
210

Re11 10/83

Date

Inclusive Dates of Records Destroyed			Dete of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
	(Cul	Volume bic Foot)		
81 - 1982	82			
		٥		
				Destruction Certification

Joan M. Ludlow



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Hall of Records Commission
Records Management Division
Tisasury Building, Rm. 302
Annopolis, Maryland 21401

Cert. #DC -9--MISC- -1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland #9

Harford 3/8/88

Court

County

(422)

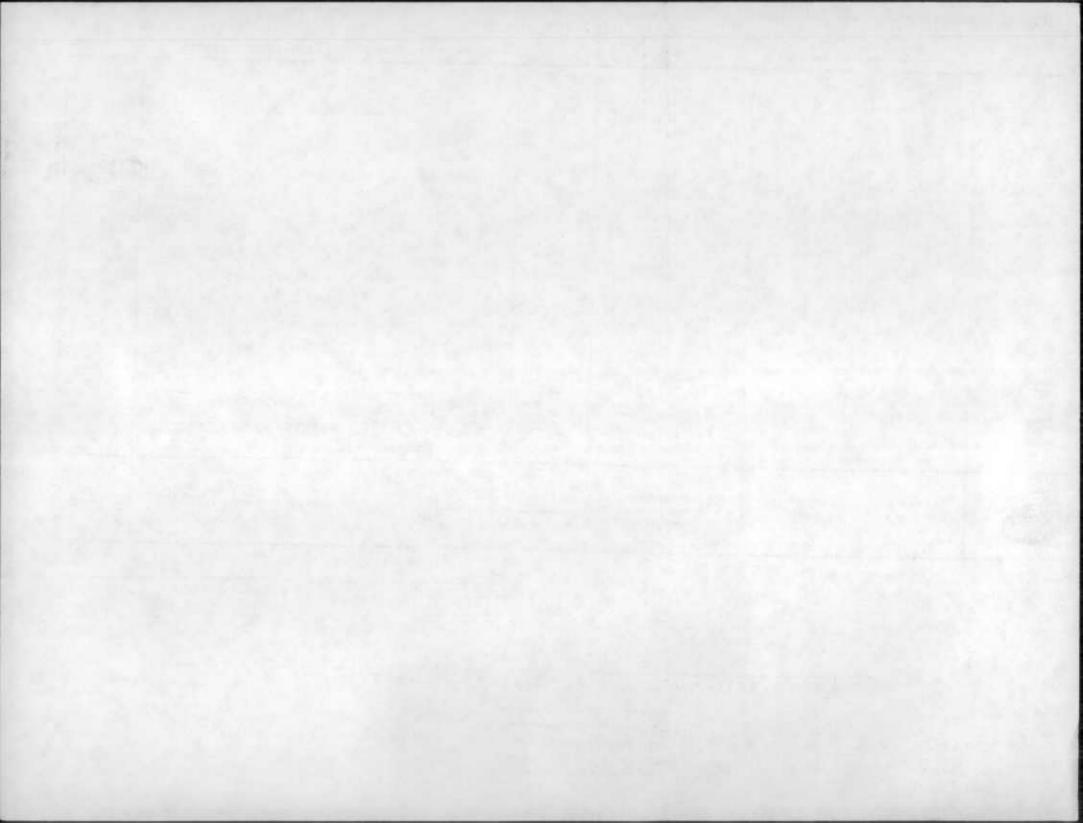
	Surles Description of Records No. Include Title and/or Form Number	Author	no ites	Inclusive Detes of Records Destroyed	Valume	Dete of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
Surles No.		Resention Schod. No.	frem No.		(Cubic Foot)		
	ELECTRONIC RECORDINGS -Reel to	975		1/3/83 -12/2/83	17 cu.ft.		
	(to be degaussed) Reel	Sec. II	2				
	,	&					
		Sec. IV	2				
			-				

Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Title



Hall of Records Commission
Records Management Division
_Leasury Building, Rm. 302
Annopolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of MD #9

Harford 3/18/88

Court

County

428

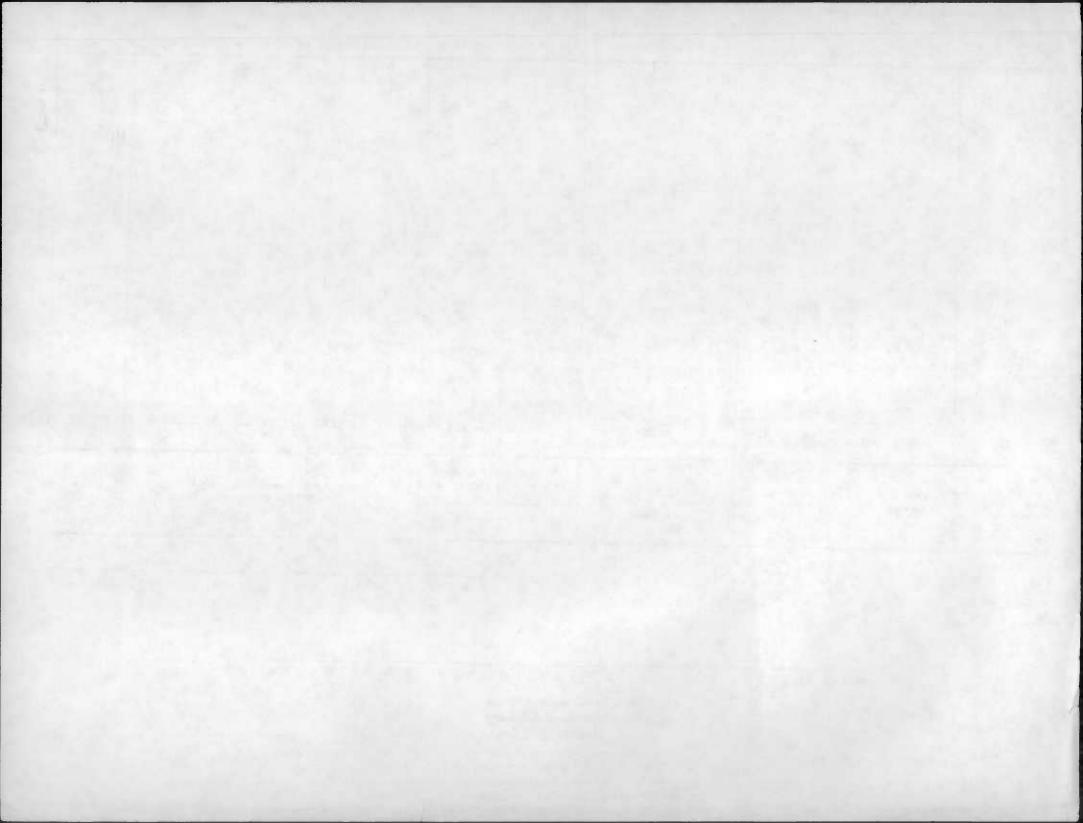
		Authoritation		Inclusive	Yeluna	Date of	Method of Destruction
Suries No.	Suries Description of Records No. Include Title and for Form Number	Resention School No.	Iram No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfil, etc.)
	CASSETTE RECORDINGS - TAPES (to be degaussed)	975 Sec. II & Sec. IV	2	1983 & 1984	8 Cu.Ft.		
		Dec. 1.					

Destruction Approved by Hall of Recurds Commission

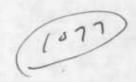
Destruction Certification

Supreme of Court Official

Title



DEPARTMENT OF GENERAL SERVICES
Hall Of Records Commission
Records Management Division
7275 WATRELOO RD, P.O. BOX 275
JESSUP, MD 20794 - 0275



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT# 9 HARFORD COUNTY September 17, 1993
COURT COUNTY DATE

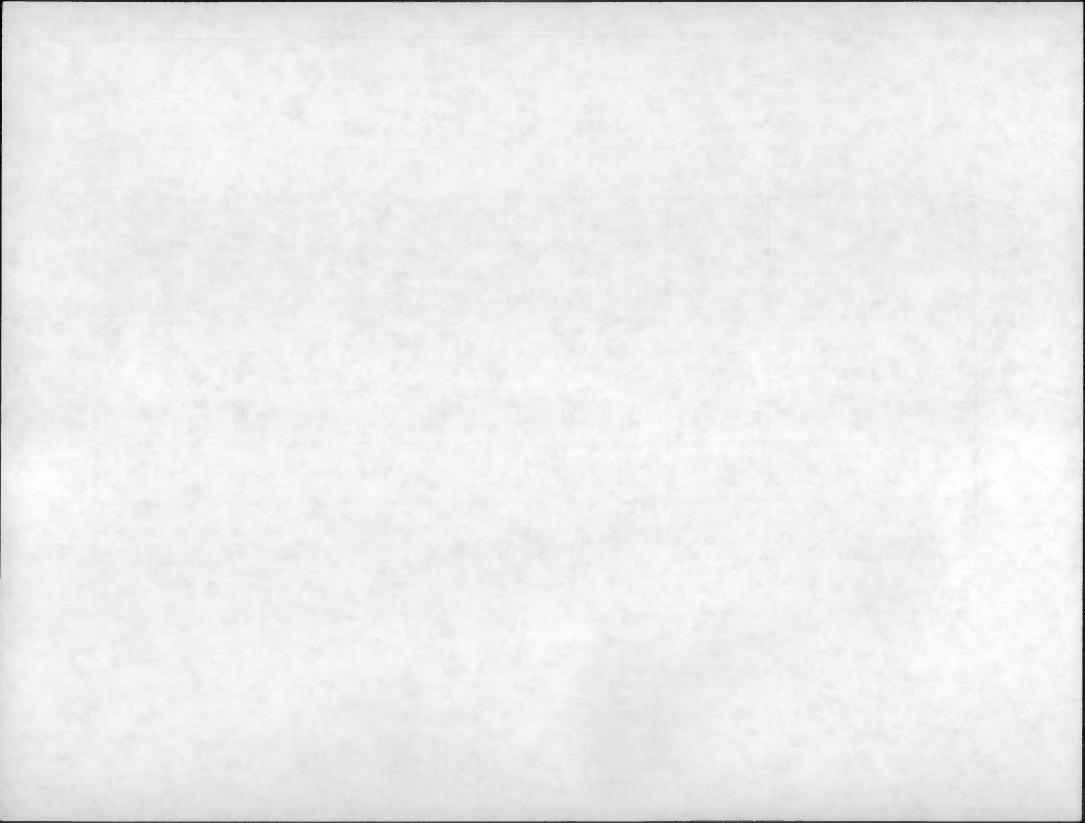
DISTRICT COURT RECORDS CENTER
CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Authorization Include Title and/or Form #			Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc.,shred, lanfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1985 - 1986	24	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist Signature of Court Official Title Date



Hall of Records Commission
Records Management Division
Treasury Building, Rm. 302
Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DIST CT OF MD #9 - HARFORD

Court

County

Destruction Approved by Hall of Resurs Commission

Sinte Archivist

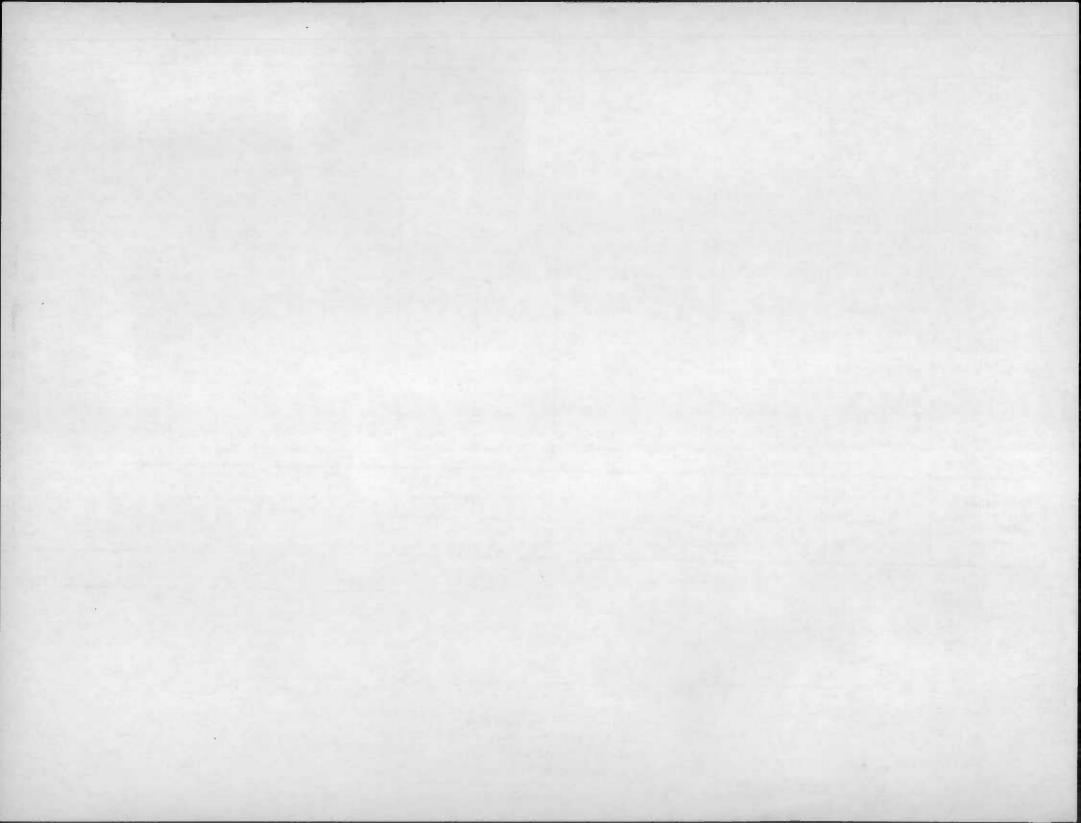


Destruction Certification

Signature of Court Official

Title

		Author	11-31-00	Inclusive Dates of Records Destroyed	Y.e luma	Dete of	Method of Destruction (Recycle, shred
Surles He.	Description of Records Include Title and: for Form Number	Resention School No.	ltem No.		(Gubic Foot)	Destruction	landfil, etc.)
	Criminal Records - Expunged	975 Sec. IV	2e	1985	1 cu. ft.		Shredded



DECEMBERS OF CENTERAL PERSONS

Holl of Records Commission
Records Management Division
Treasury Building, Rm. 302
Annapolis, Maryland 21401

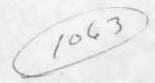
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Harford County District 09

Court

County

Sinte Archivist

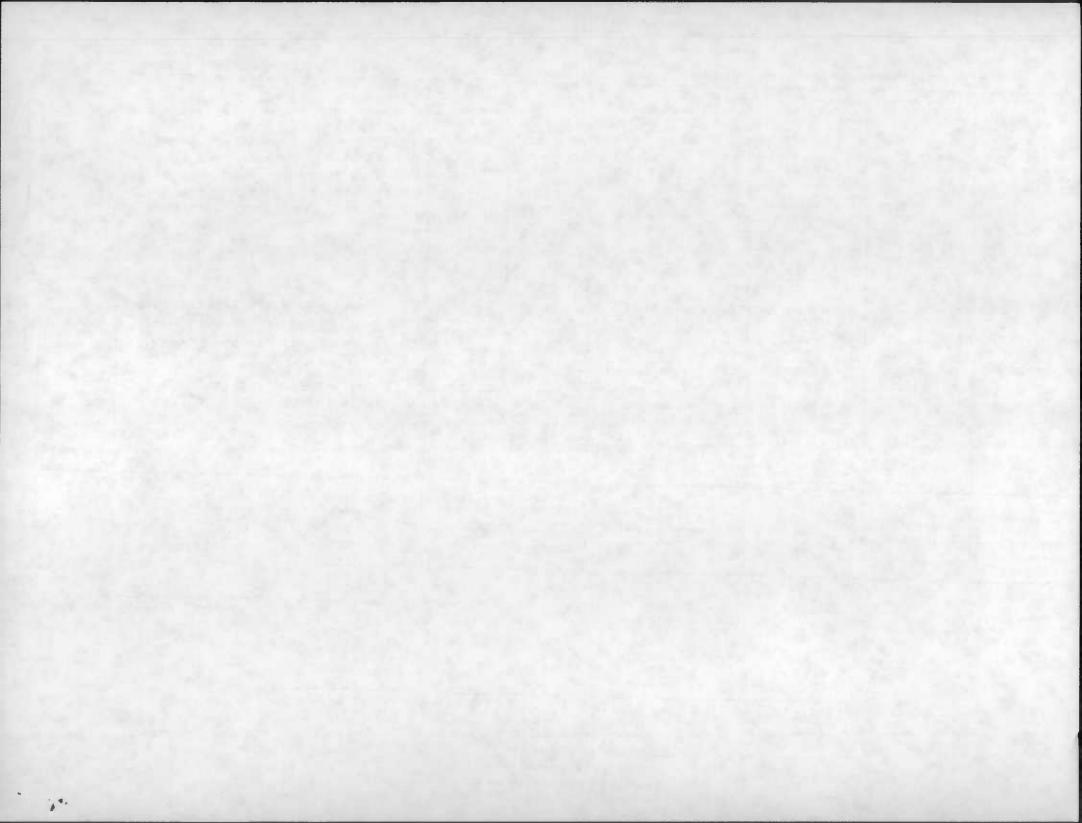


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	Description of Records Include Title and/or Form Number	Aullion	111100	Inclusive Detes at Records Destroyed	Velume	Date of	Method of Destruction (Recycle, shre
Suries He.		Resention School No.	liem No.		(Cubic Foot)	Destruction	landfil, etc.
	Traffic.	975	2	1989	18		Landfill
	A-Z Alpha files, daily entries Batch Envelopes MATS-Audited Nancollectable thru 85	Sec.IV			2		
	Traffic Pay Batch Envelopes			1989	4		Landfill
	13			1988	5		
	Accounting Records DCA 1 & 2, ledger cards, daily receipt summaries, bank checks, stubs and reconciliations,	975	Sec V 1 a.	. 1989	10		Landfill
	transcript, bond forf. & R-l reports, Mats & Non Mats daferred payment reports, revenue reports Commissioner, Sturgis reports Batch control sheets				Destruction Certif		

Signature of Court Official

Title



DECIMENTAL OF WELLTAND JEHO WELD

Hall of Records Commission
Records Management Division
Treesury Building, Rm. 302
Annopolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#	09	Harford	County

Court

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County

(1063)

376

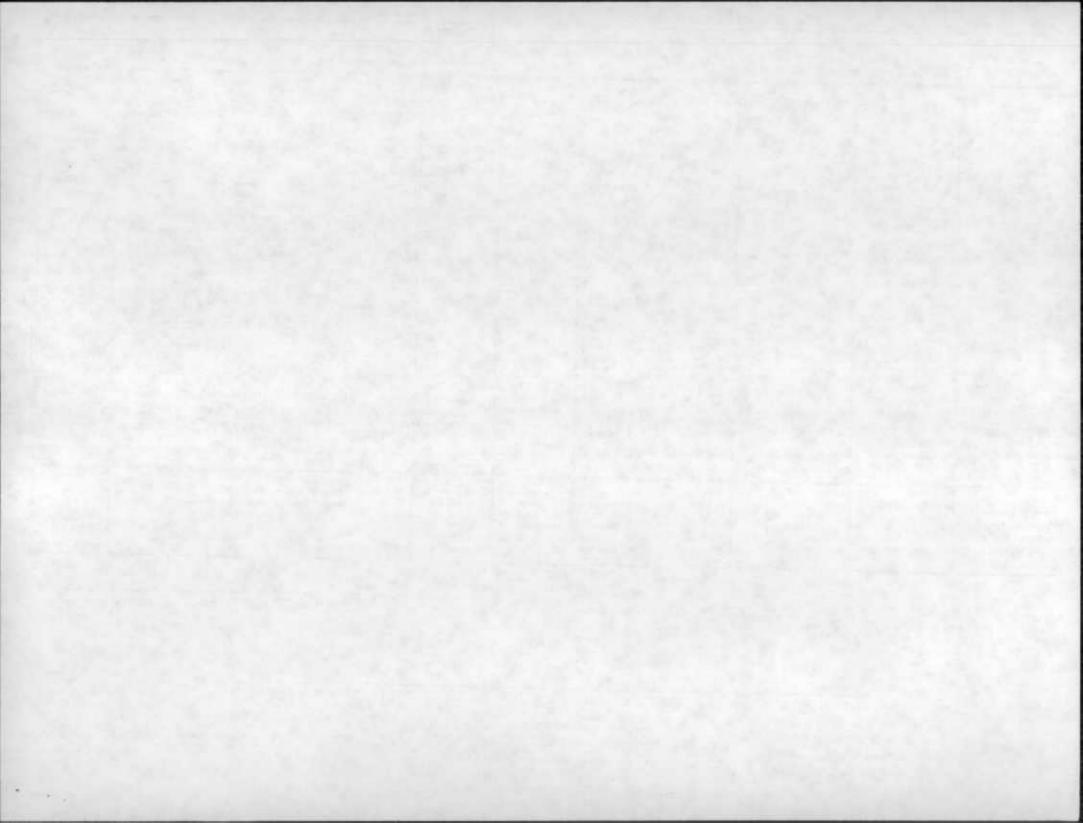
		Author	18:11:00	Inclusive Dotes of Receids Destroyed	Yelume	Date of	Method of Destruction (Recycle, shree
Surles No.	Description of Records Include Title and for Form Number	Herention Schod, No.	liam No.		(Cubic Foot)	Deetruchen	i and fili, etc.
	Civil "A" boxes request permission to strip and destroy stripped materiel only			1989 Civil Satisfied	21		Landfill
					•		
					Destruction Certi		

Destruction Approved by Hall of Records Commission

Sinte Archivist

Signature of Court Official

Title



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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court # 09 Harford County

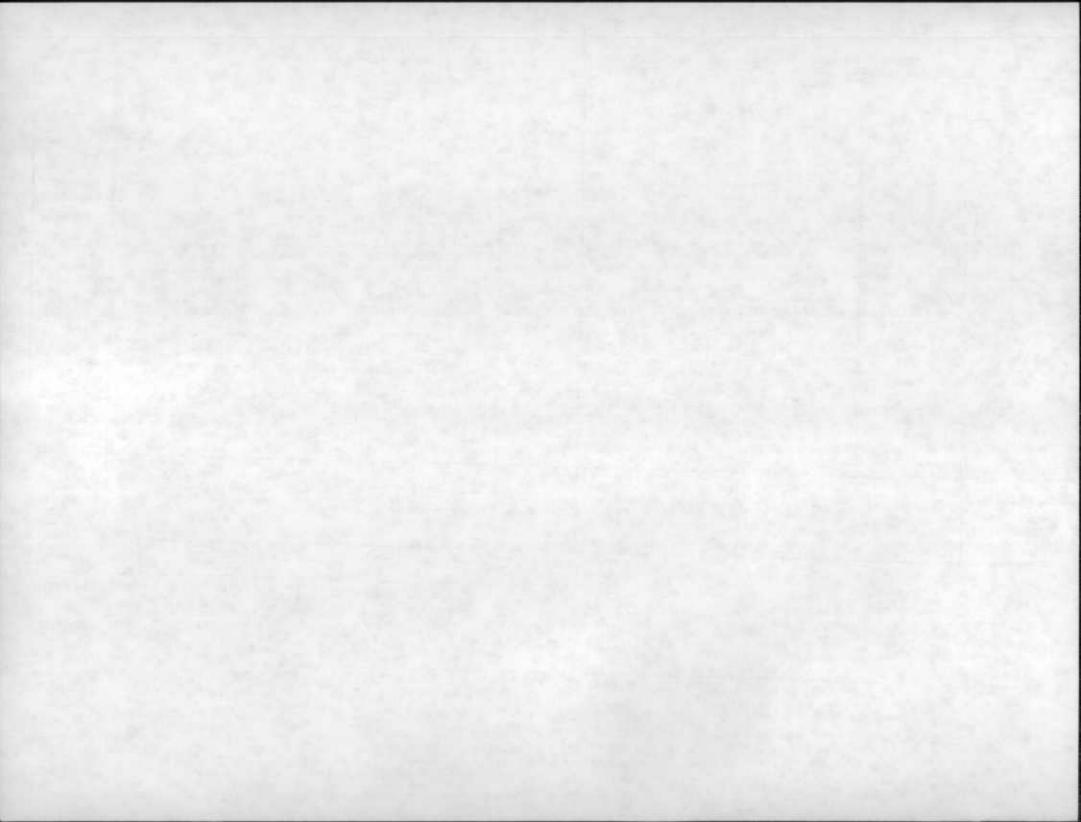
Court County

Destruction Approved by Holl of Recurds Commission

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IN DISTRICT

Suriee He.	Description of Records Include Title and/or Form Humber	Authoristicon		Inclusive Dates of Records	Yelume	Date of Destruction	Mathed of Destruction (Recycle, shred,
		Resention Saned. No.	liam No.	Destroyed	(Cubic Foot)	Destruction	landfill, otc.)
	Criminal closed cases more than 3 years			1989 closed criminal cases	37		
	request permission to strip and destroy stripped materiel only.						Landfill
					•		
					Destruction Certi	fication	



DECEMBER OF CHILDREN PRICE CLU

Hall of Records Commission
Records Management Division
Lisasury Building, Rm. 302
Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court	#	09	Harford	County
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Court

County

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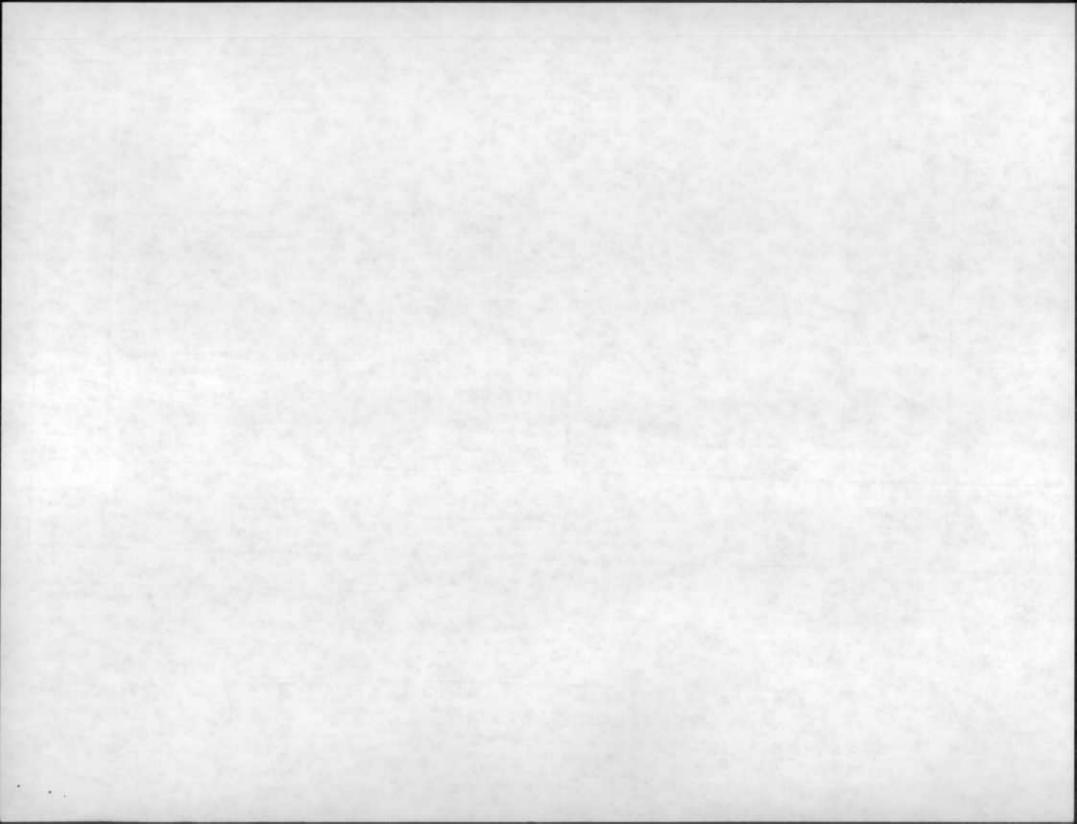
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Date

Title

Signature of Court Official

		Author	1 331000	Inclusive Detes of Records Destroyed	Yelume	Date of	Method of Destruction (Recycle, shree
Surtes Ne.	Description of Records Include Title and/or Form Humber	Resention School, No.	liem No.		(Cubic Feet)	Destruction	iandBil, atc.
	Criminal closed cases more than 3 years			1989 closed criminal cases	37		
	request permission to strip and destroy stripped material only.						Landfill
							•
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Hall of Records Commission
Records Management Division
Lieuwy Building, Rm. 302
Annapolis, Maryland 21401

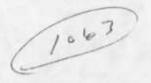
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Di	str	ic	t	Cour	ct	#	09
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Harford County

Court

County



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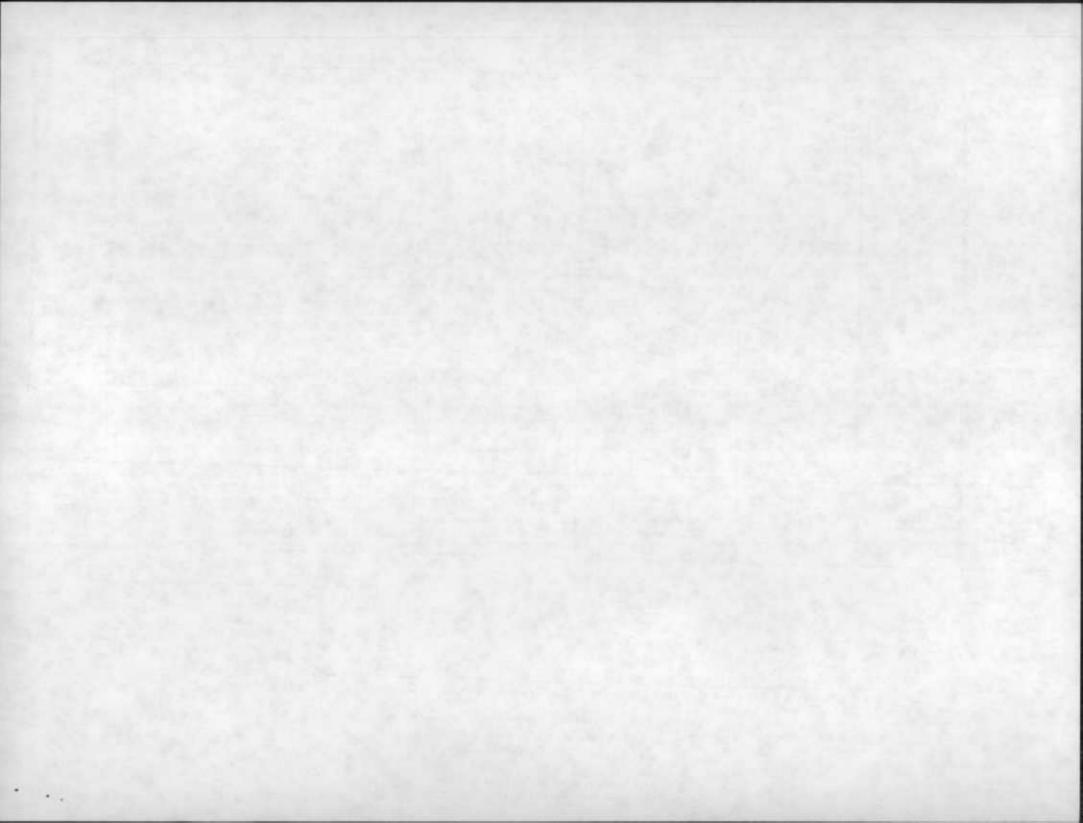
	Description of Records Include Title and/or Form Number	Authorition		Inclusive Dates of Records	Yelume	Dete of	Destruction (Recycle, shred,
He.		Resention Schod. No.	liem No.	Destroyed	(Cubic Foot)	Destruction	landšii, etc.)
	Civil Closed Cases request permission to strip and destroy stripped materiel only (after January 1994)			1990 Closed civil cases	22		Landfill
					•		

Destruction Approved by Hall of Recurds Commission

c. nochicon

Signature of Court Official

Title



DEL MILLIAMO OF CHILAMAN PARTICLES

Hall of Records Commission Records Management Division .Treasury Building, Rm. 302 Annapolis, Haryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#	09	Harford	County	
	Court					County

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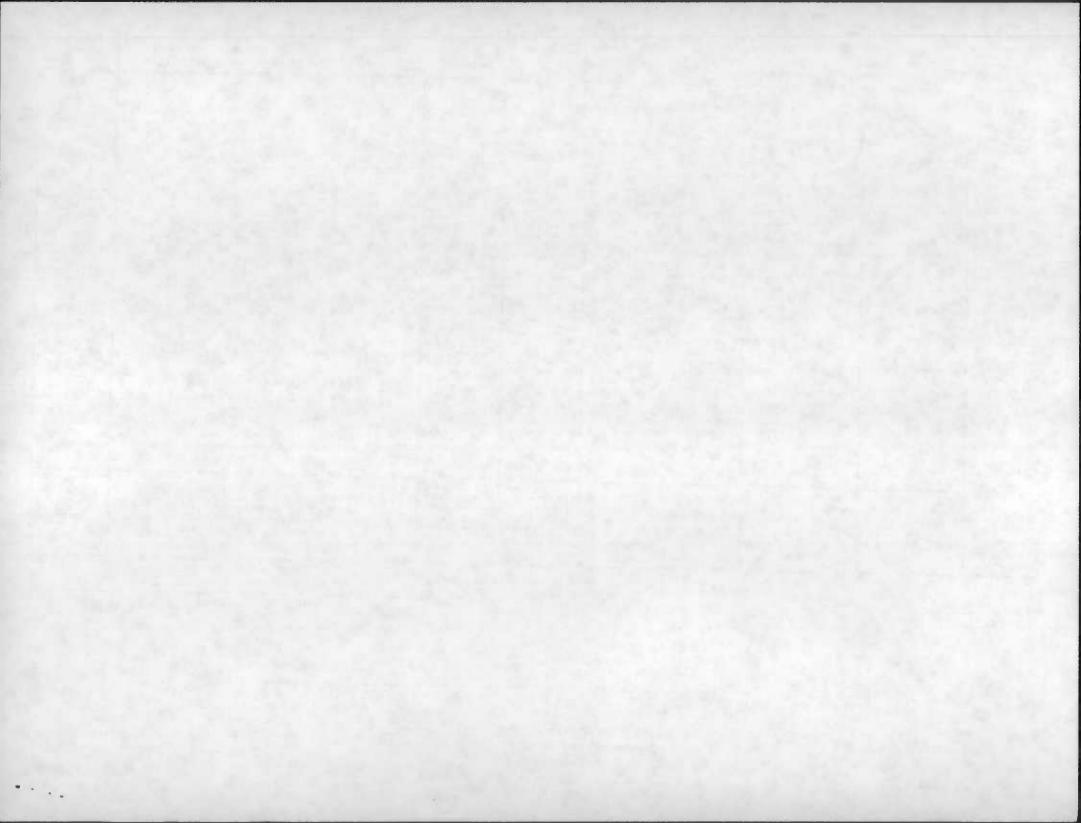
		Author	Police	Inclusive Detes of Records Destroyed	Velume	Dele of	Mothed of Destruction (Recycle, shred
Surles He-	Description of Records Include Title and/or Form Humber	Resention Schod. No.	liem No.		(Cubic Foot)	Destruction	tendālī, etc.)
	Criminal Closed Cases request permission to strip			1990 closed Criminal cases	12		
	and destroy stripped materiel only (after January 1994)						Landfill
					•		
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Destruction Approved by Hall of Recurds Commission

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Signature of Court Official

Title



DECEMBERS OF CHIEFTINE SERVICES

Hall of Records Commission Records Management Division Irrasury Building, Rm. 302 Annapolis, Maryland 21401



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Title

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court # 09 Harford County

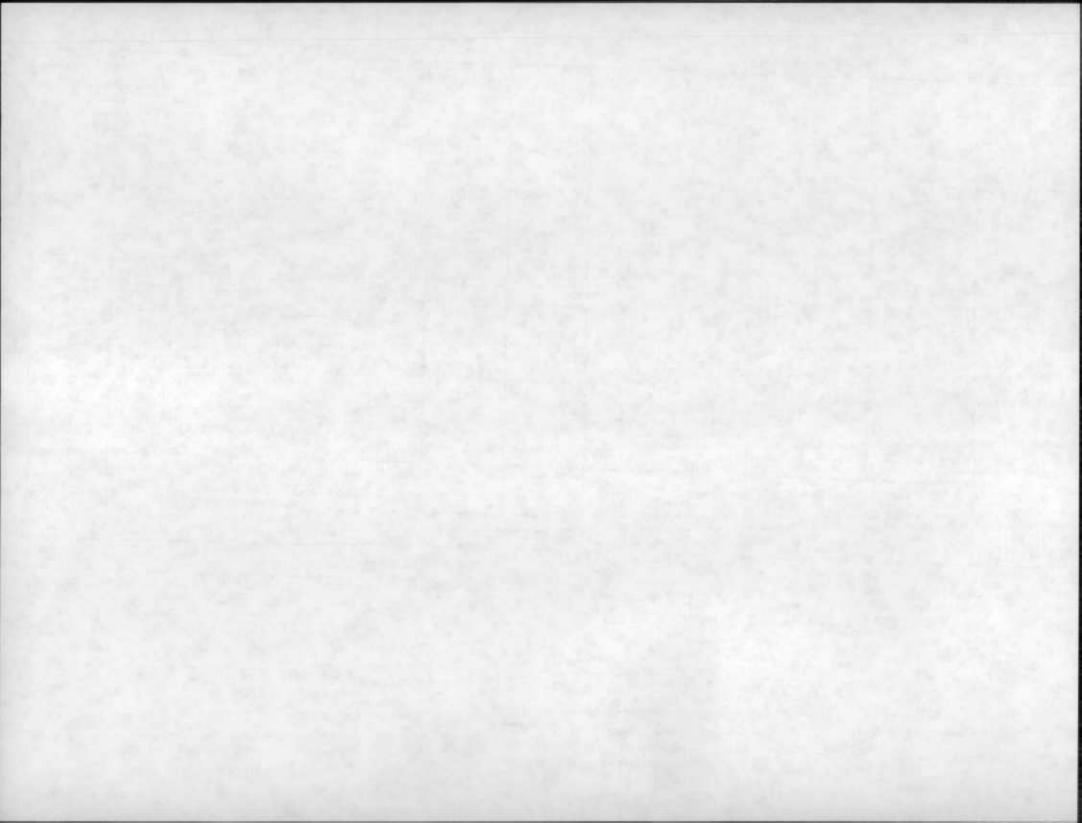
Court

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IN DISTRICT

		Authori	[11:00	Inclusive Desert Records	Yelume	Dete of Destruction	Dostrución (Rocycla, sh
Surles No.	Description of Records Include Title and/or Farm Number	Herention School, Ne.	trem No.	Destroyed	(Cubic Foot)] and BII, a
	Criminal Closed Cases			1990 closed Criminal cases	12		
	request permission to strip and destroy stripped materiel only (after January 1994)						Landfil
							11.5
					•		
					Destruction Certification		



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Hall of Records Commission
Records Management Division
_Leasury Building, Rm. 302
Annapulis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court # 09

Harford County

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County

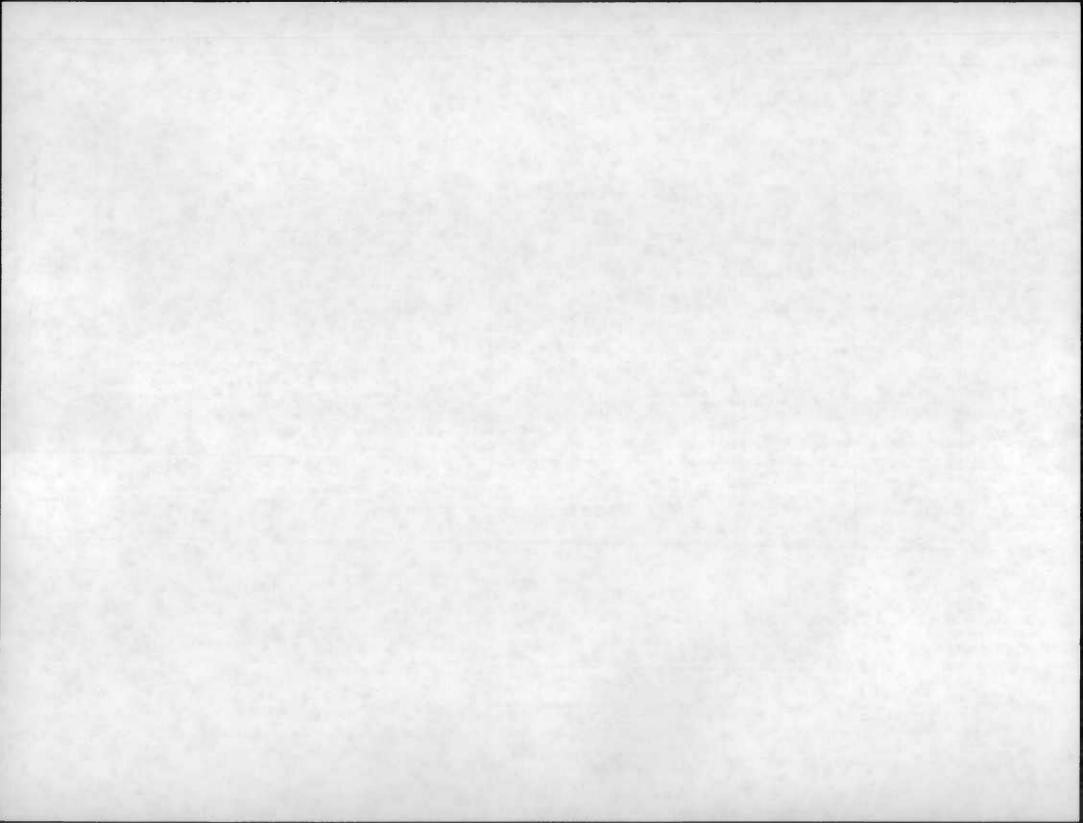
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IN DISTRICT

		Autho	W-CE 411-000	Inclusive	Yaluma	Date of	Hemad of Destruction
Suries No.	Description of Records Include Title and 'w Ferm Humber	Resention School No.	Item No.	Detail of Records Desirayed	(Cubic Feet)	Dearrychen	(Racycla, shree andfil, etc.
	Civil Closed Cases "A" boxes request permission to strip and destroy stripped material only (after January 1994)			1990 Closed civil cases	22		Landfill_

Destruction Approved by Hall of Records Commission

Destruction Certification



DECEMBER OF CHILDREN PRINCES

Hall of Records Commission
Records Management Division
Treasury Building, Rm. 302
Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District	Court	#	09	Harford C.	
	Cour			Gounty	

(1063)

Signature of Court Official

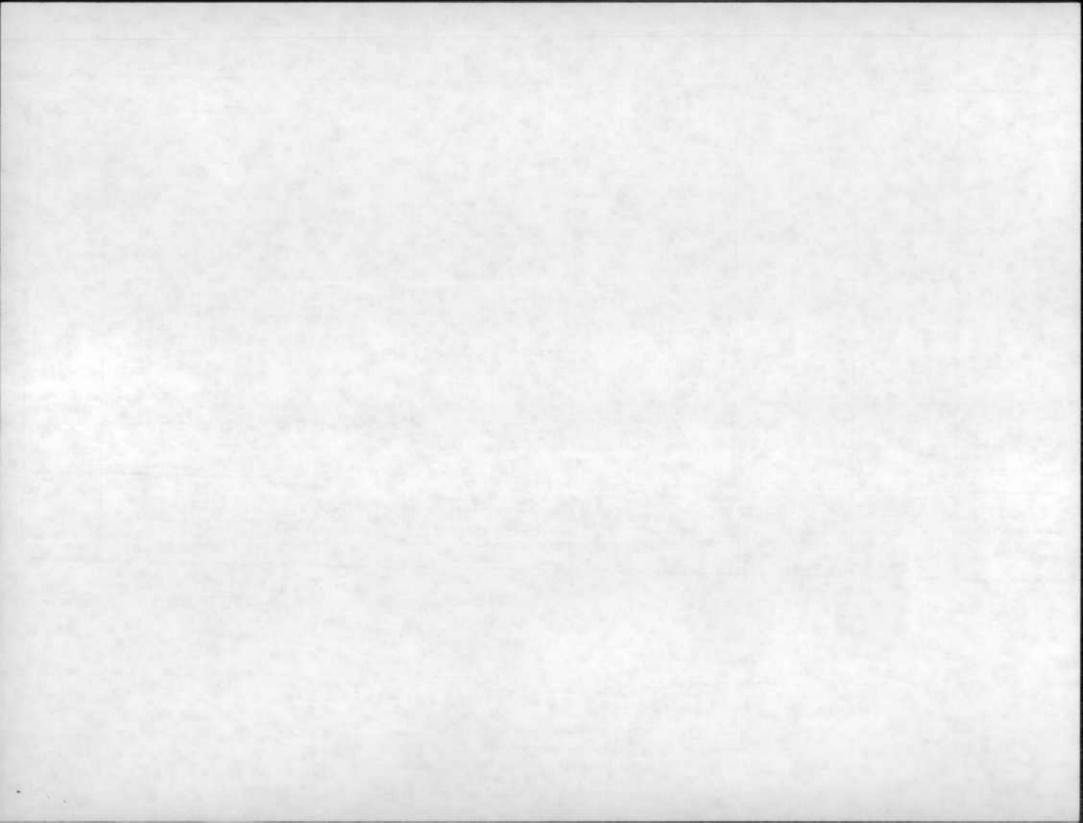
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Date

Title

		Author	7.431:00	Inclusive	Yelume	Dete of	Method of Destruction (Recycle, shred
Surfac No.	Description of Records Include Title and/or Form Number	Heientien Sched. No.	lrem No.	Detes of Records Destrayed	(Cubic Foot)	Destruction	and & , o1c_)
	Other Cases Non-Money Judgment Fail to Pay REnt (after Jan 1994)	975	2	1990	5		Landfill
					•		
	Destruction Approved by Hall of Records Co	1012210110			Destruction Certif	ication	

State Archivist



Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DI	STRICT	CARROLL		3/30/87		
	COURT	COUNTY		DATE		
			Authori	zation	Inclusive	
Series No.	Description of Include Title and/s	Records e Form Humber	Retention School No.	Item No.	Dates of Records Destroyed	
						1

Des tru cilian Valuma (Cubic Feet) Date of (Recycle, shred, Destruction landell, etc.) 1983 2 975 Natural Resources Sec. IV Statement of Charges

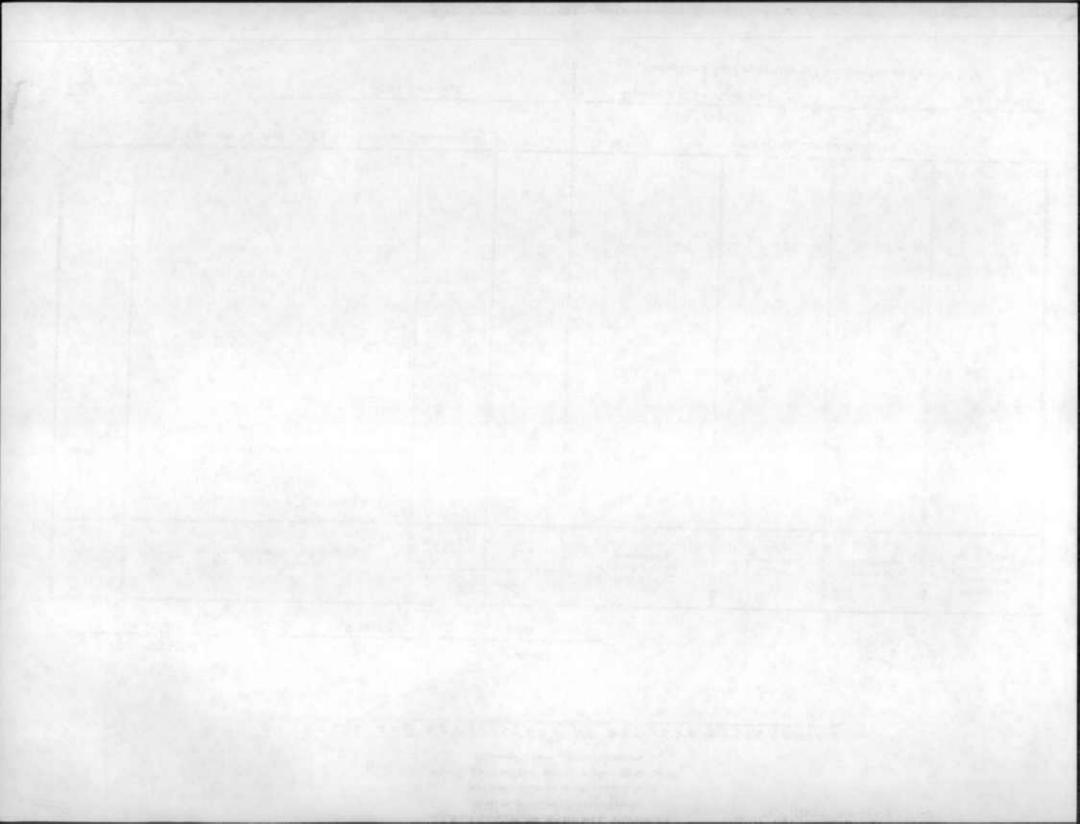
				_			_
Destruction	Approved	by	Hall	of	Records	Commissio	п

State Archivist

Destruction Certification

Signature of Court Official Title Date

Mathedal



Holl of Records Commission

Records Management Division 7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/30/87

COURT

COUNTY

DATE

D.C.Cert 10-2-CV 1-87

Sastan	Description of Records Include Title and/or Form Number	Authorization		Inclusive	Value	Detect	Method of Destruction
eries Ne.		Retention Schod. No.	item Ne.	Detes of Records Destroyed	Volume (Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	Cases-Judgment Sum Certain	975 Sec.II	2	1983	15		
	Stripped Material Only						

Destruction Approved by Holl of Records Commission

Destruction Certification

Date

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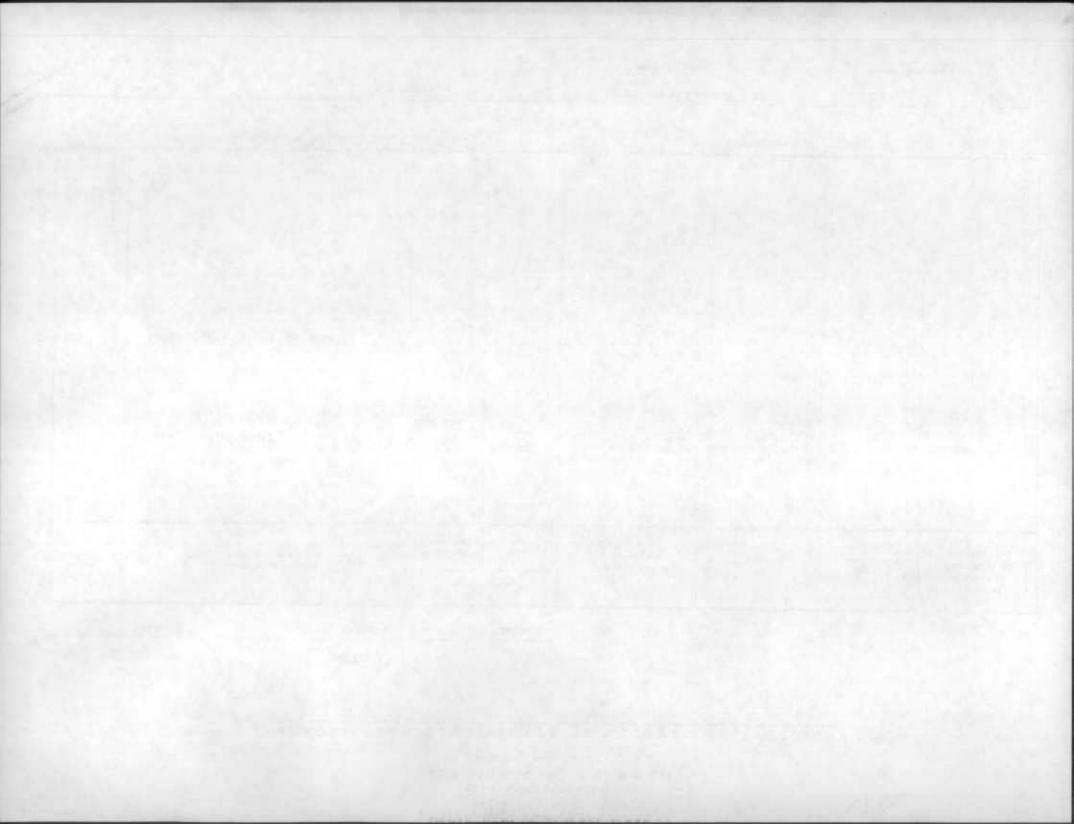
State Archivist

Signature of Court Official

Title

Dote

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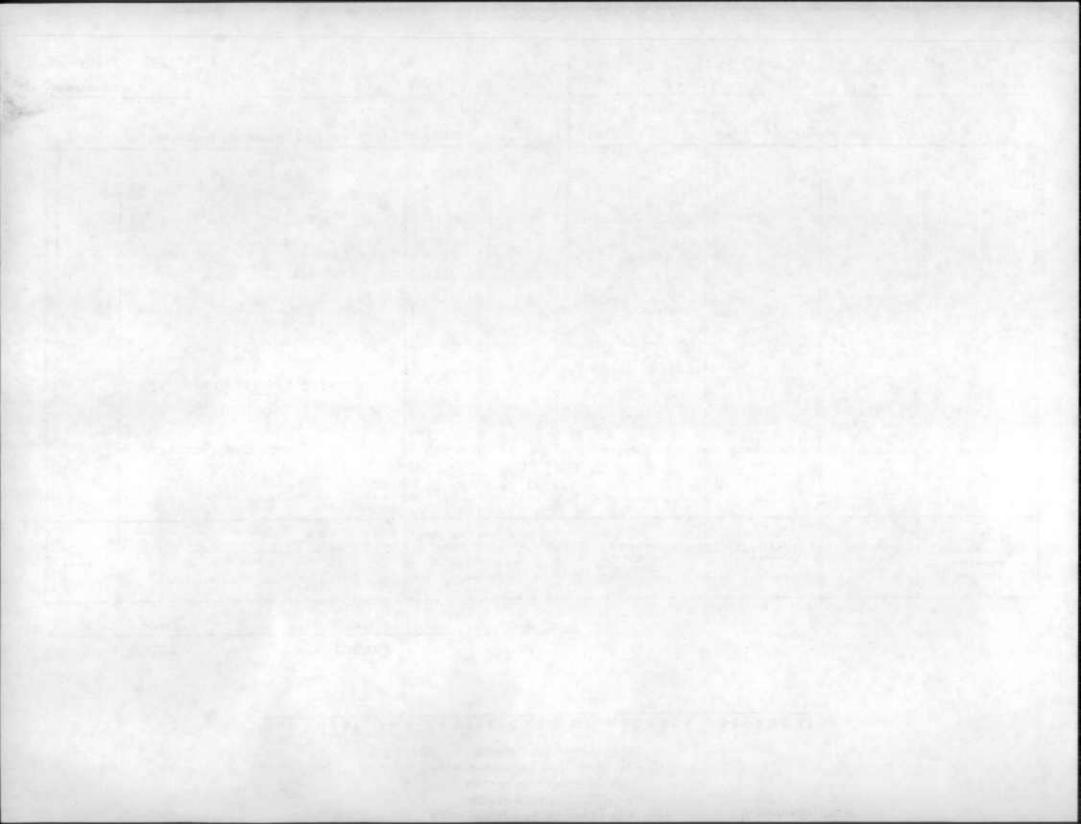
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

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JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DIS	TRICT	LL	3/30/87				
	COUNT COUNT	Υ	DATE		(140		
Series		Authori	zelien	Inclusive			Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Sched. No.	llem Ne.	Detes of Records Destroyed	Volume (Cubic Fsei)	Dete of Destruction	(Recycle, shred, Iandfil, etc.)
	Criminal Records	975 Sec. IV	2	1983	16		
	Stripped Material Only						
	Destruction Approved by Hall of Record	Is Cammission			Destruction Certif	ication	
Date 10/83	State	• Archivist		Signature of Caur	t Official or Preparation and Su	Title	Date



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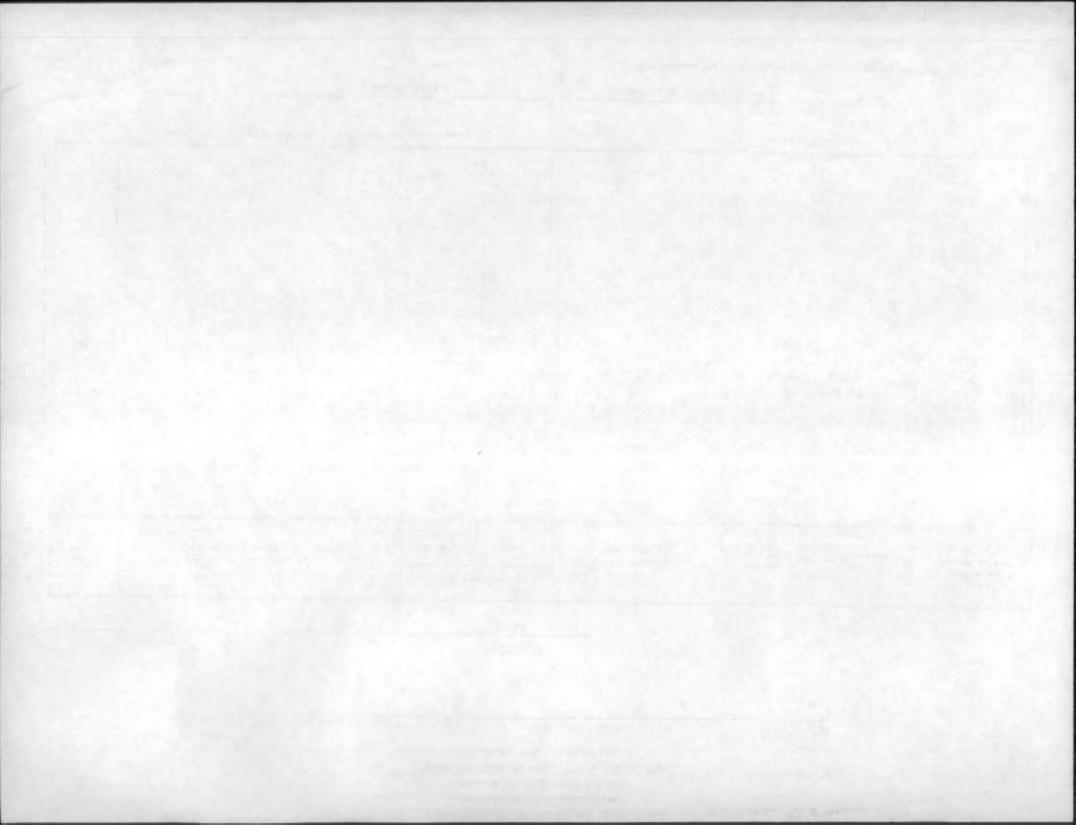
Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

		Authori	ization	Inclusive	Volume	Dete of	Method of Destruction
ies •.	Description of Records Include Title end/or Form Number	Retention Sched. No.	item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred landfil, etc.)
	Administrative Records	975 Sec.I	1	1983	2		
						3.	
					*		
	Destruction Approved by Hall of Reco	ords Commission			Destruction Certi	ification	



Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT 10-02

CARROLL

3/30/87

COURT

COUNTY

DATE

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D.C.Cert. 10-2 Misc. 2-87

		Author	risation	Inclusive Detes of Records Destroyed	Values	Date of	Method of Destruction
Sorias Ma.	Description of Records Include Title and/or Form Number	Retention Sched, No.	Item No.		Volume (Cubic Feet)	Destruction .	(Recycle, shred, landfill, etc.)
	Fiscal Records	975 Sec. V	1, a&b 2,3	1983	3		
	Other Cases	975 Sec.VI		1983	1	,	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

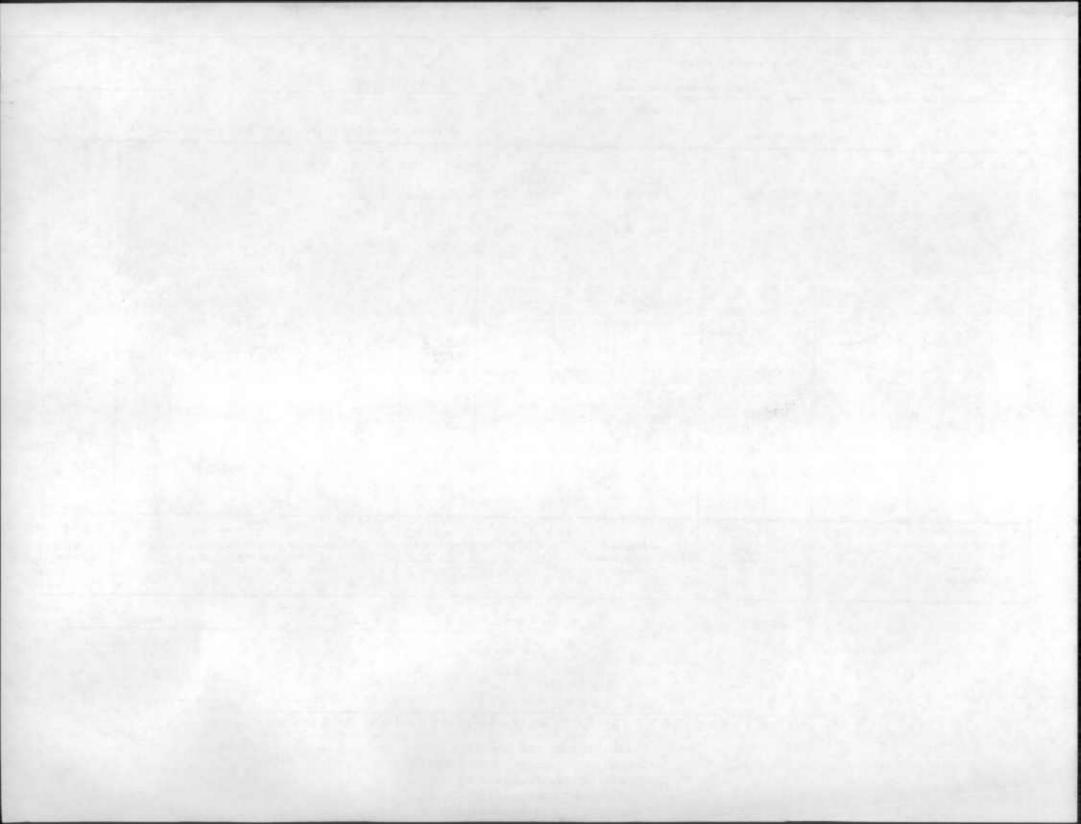
Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side

19|83 DGS-559-9



Hall of Records Commission

Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/30/87

COURT

COUNTY

DATE



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		Authorization		Inclusive		Dete of	Method of Destruction
erios No.	Description of Records Include Title and/or Form Number	Retention Schod. No.	Item No.	Detes of Records Destroyed	Volume (Cubic Feet)	Destructio-	(Rocycle, shred, landfill, etc.)
	Traffic Citations	975 Sec. IV	2 a & b	1983	7		

Destruction Approved by Hall of Records Commission

Destruction Certification

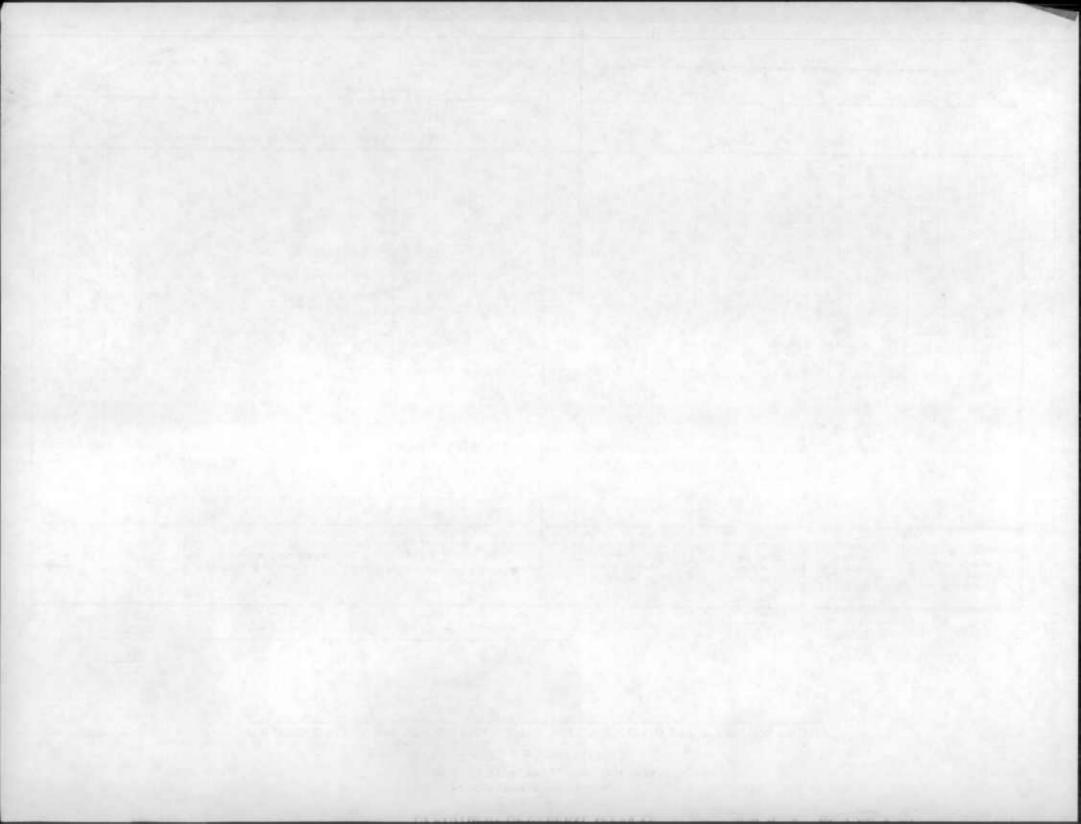
Date

State Archivist

Signature of Court Official

Title

Date



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275 D.C.Cert. 10-02-Misc. 2-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

Rev. 10/83

DGS-350-9

CARROLL

3/9/88

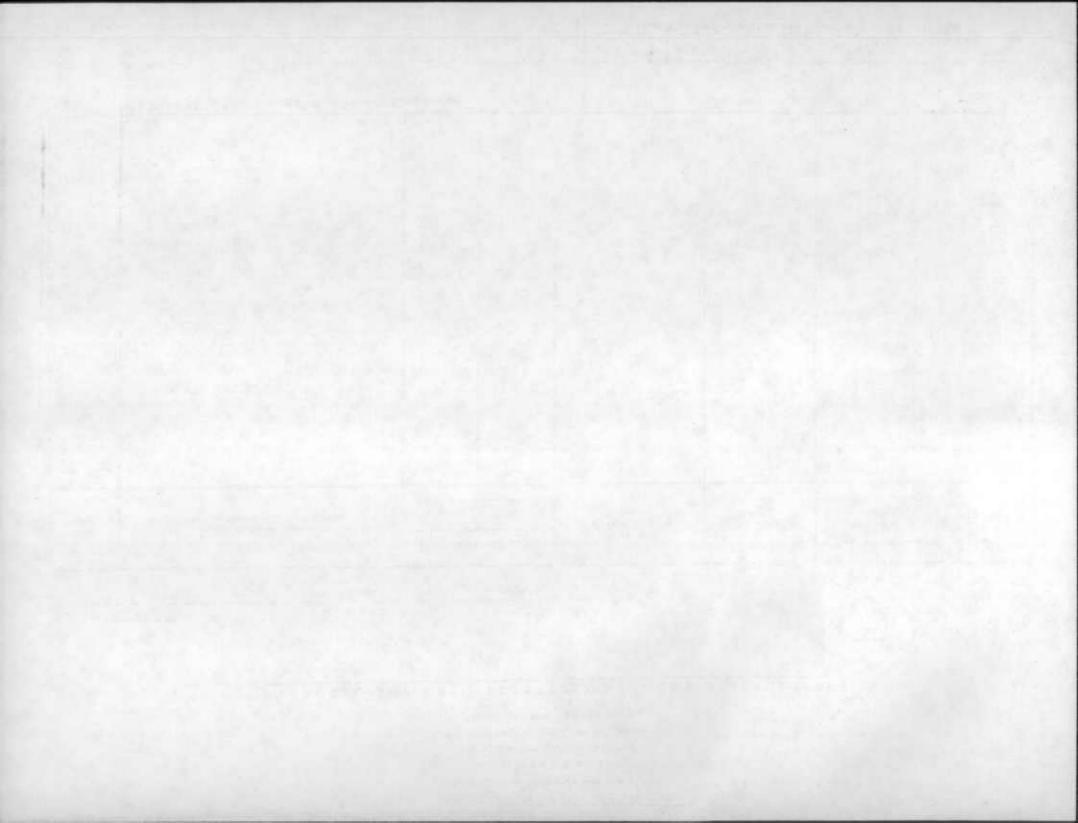
COURT

COUNTY

DATE

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Series	Description of Records	Autho	rizotion	inclusive			Method of
No.	Include Title end/or Form Number	Retention Schod. No.	Item Ne.	Detes of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	Destruction (Recycle, shred, landfill, etc.)
	Fiscal Records	975 Sec. V	1,a&b 2,3	1984	3		
	Other Cases	975 Sec. VI		1984	4		
	Destruction Approved by Hall of Record	ds Commission			Destruction Certifi	cotion	



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division

7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

D.C.Cert. 10-02-NR-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/59/88

COURT

COUNTY

DATE

414

		Authorization		Inclusive Dates of Records	Valuma	Date of Destruction	Hallad at Destruction (Recycle, shred,
eries No.	Description of Records Include Title and/or Form Humber	Retention Sched, No.	item No.	Destroyed	Veluma (Cubic Feet)	Destruction	landell, atc.)
	Natural Resources	975	2	1984	.5		
	Statement of Charges	Sec. IV					
			- I - II				
				TO SEE A P.			

Destruction Approved by Hall of Records Commission

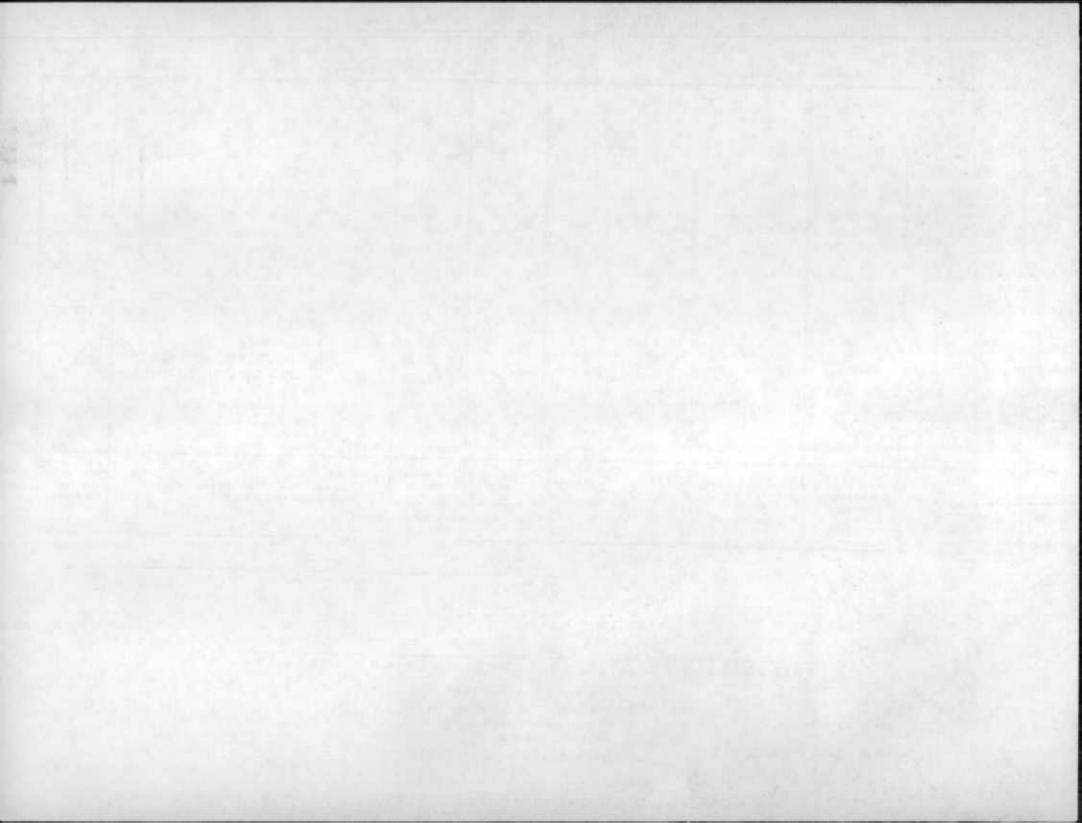
Destruction Certification

Date

State Archivist

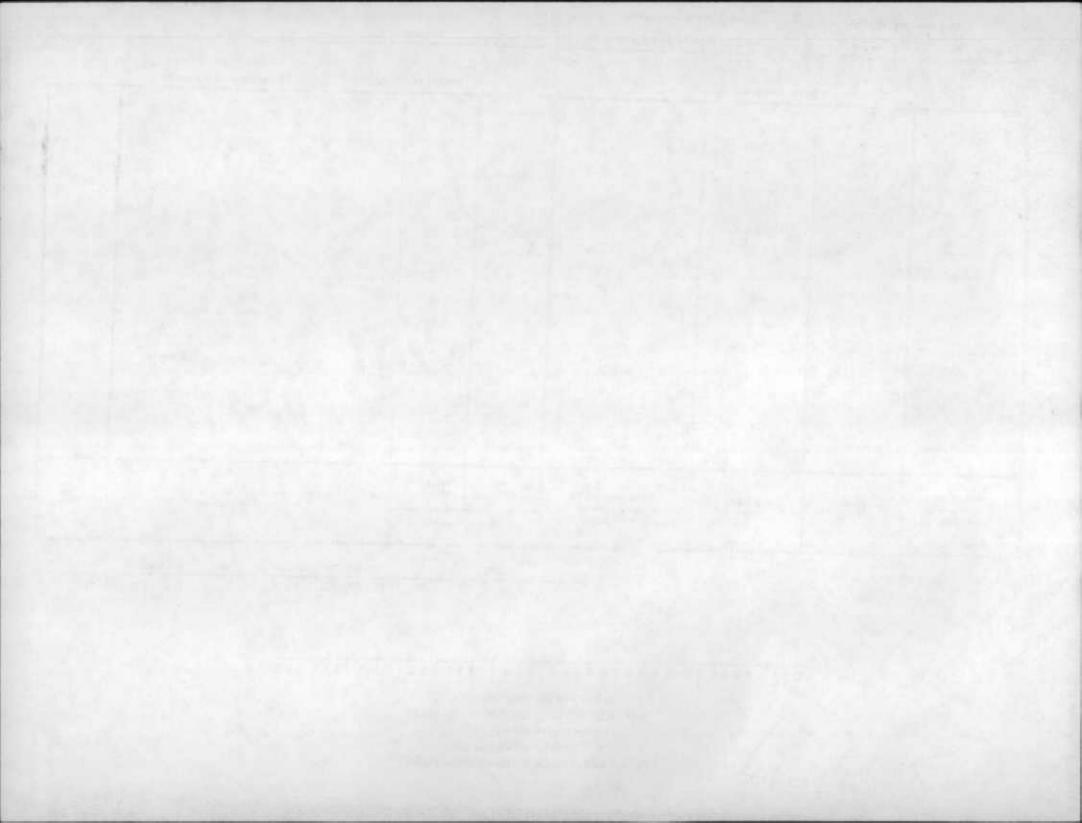
Signature of Court Official

Title



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD. 29794-9275

	Description of Records Include Title and/or Form Number	Authorization		Inclusive	Volume	Date of	Method of Destruction (Recycle, shred,
orias Ha.		Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Foot)	Destruction	landfill, etc.)
	Cases-Judgment Sum Certa	in 975 Sec II	2	1984	18		
Destruction Approved by Hall of Records Commission					Destruction Cer	tification	



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 D.C.Cert. 10-02-CV 2-88

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/9/88

COURT

COUNTY

DATE



	Description of Records Include Title end/or Form Number	Author	Ization	Inclusive Detes of Records Destroyed		Dete of	Method of Destruction
No.		Retention School, No.	liem Ne.		Velume (Cubic Feet)	Destructie-	(Recycle, shred, lendfill, etc.)
	Administrative Records	975 Sec. I	1	1984	2		

Date

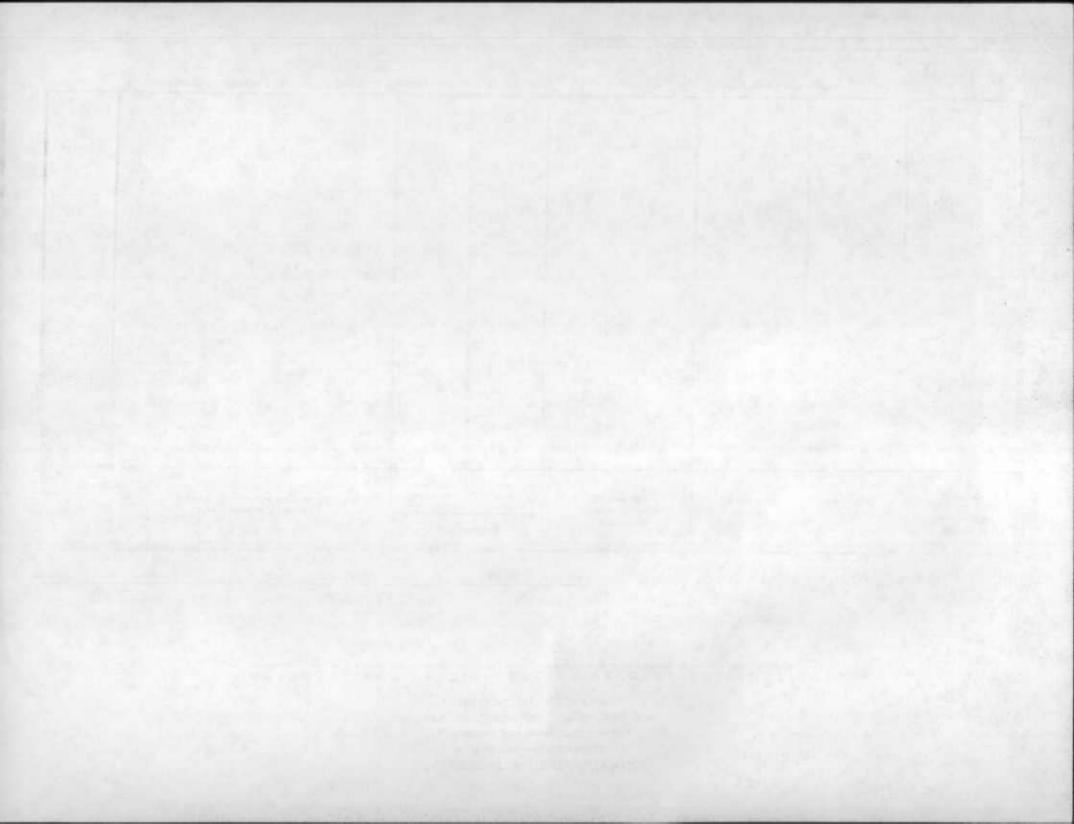
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Monagement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

D.C.Cert. 10-02-TR-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

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Rev. 10/83

CARROLL

State Archivist

3/9/88 DATE 419

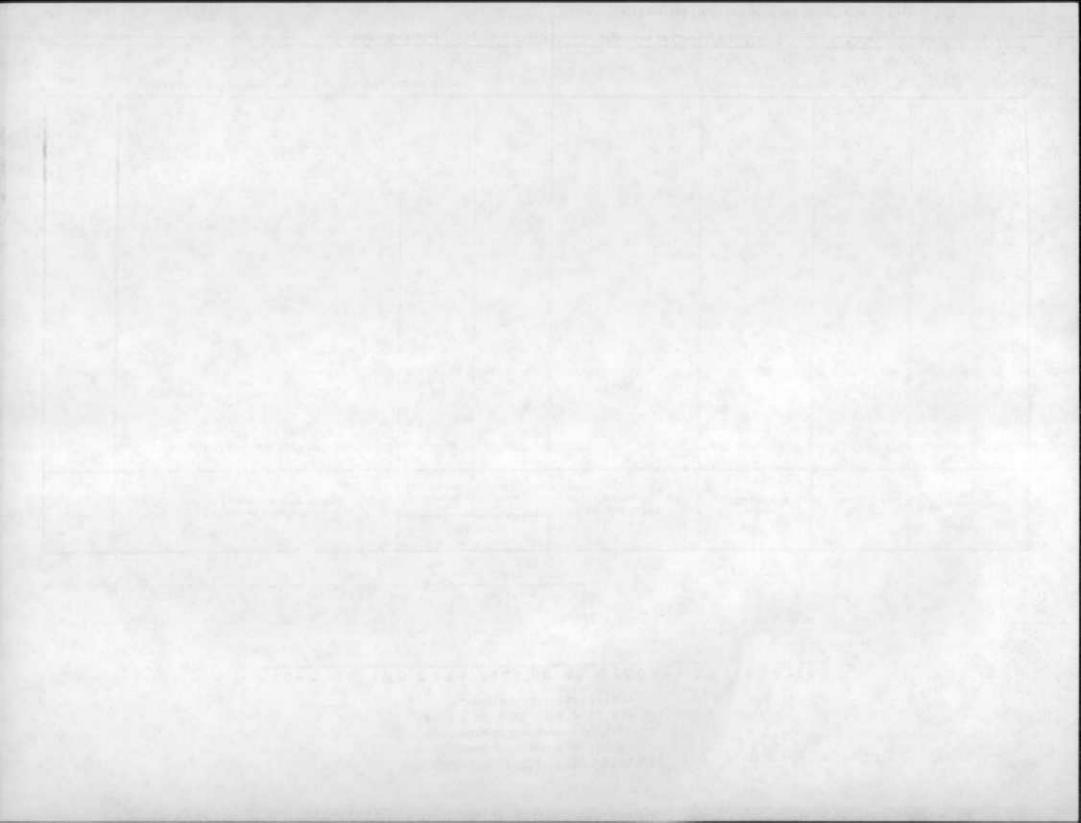
Title

Instructions for Preparation and Submission on Reverse Side

Date

Series		Author	rizetien	Inclusive	miseria.		Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention Schod, No.	Item No.	Dates of Records Destroyed	Velume (Cubic Feet)	Dete of Destruction	(Rocycle, shred, landfill, etc.)
	Traffic	975 Sec. IV	2 a & b	1984	5.		
			.000,				

Signature of Court Official



DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/9/88

COURT

COUNTY

DATE

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		Authoris	etion	Inclusive Dates of Records Destroyed	Volume (Cubic Foot)	Date of	Method of Destruction
eries No.	Description of Records Include Title and/or Form Humber	Retention School, No.	Irem No.			Destruction	(Rocycle, shred, landEll, orc.)
	Criminal Records	975 Sec. IV	2	1984	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

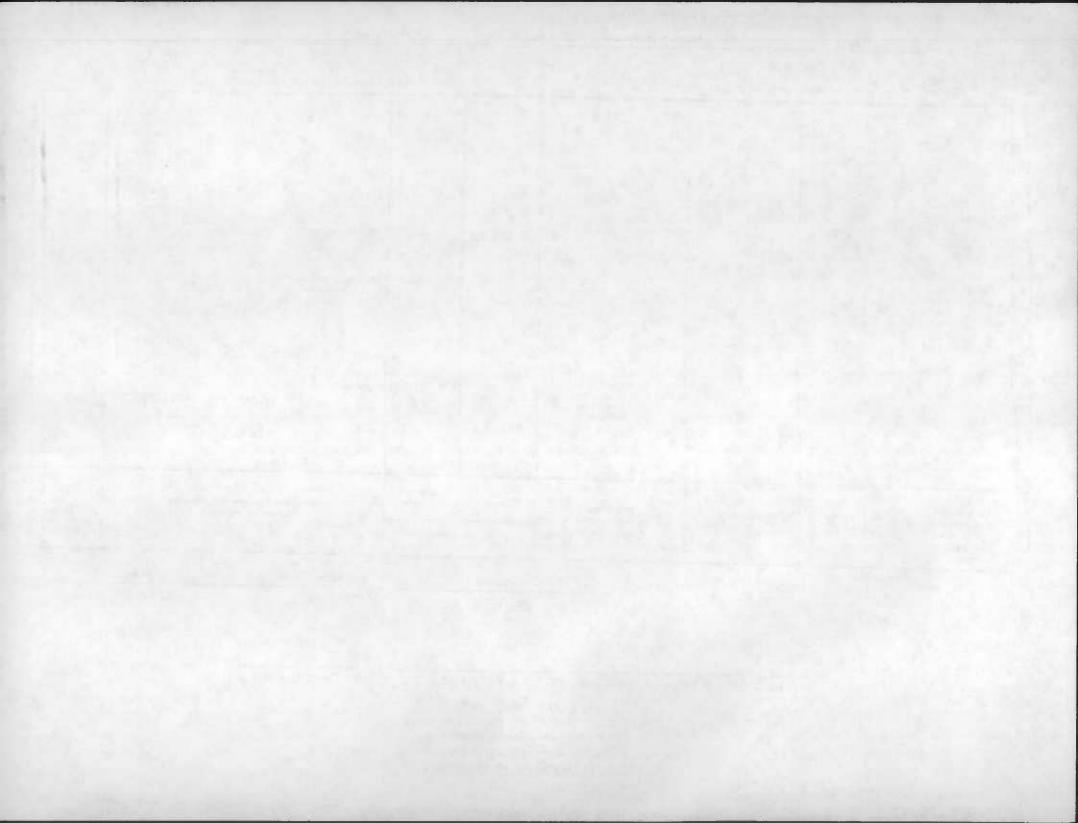
Date

State Archivist

Signature of Court Official

Title

Date



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D. C. Cert 10-02-CR-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1/25/89

COURT

COUNTY

DATE



orios		Author	izotion	Inclusive			Method of Destruction
No.	Description of Records Include Title end/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	(Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS	975 Sec. IV	2	1985	12		

Signature of Court Official

Title

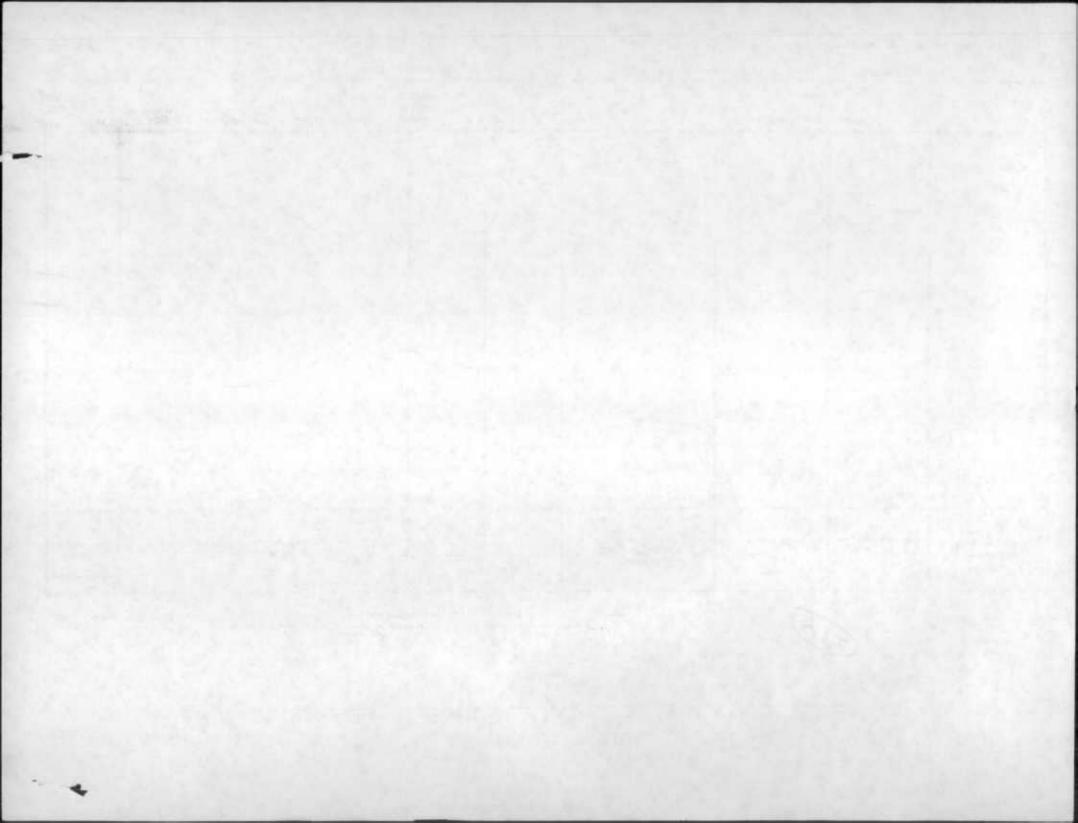
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Stote Archivist

Rev. 10/83

DGS-550-9



DEPARTMENT OF GENERAL SERVICES

Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

D.C. Cert. 10-02- TR-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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1/25/89

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COUNTY

DATE

Sautan		Autho	rization	Inclusive Dates of Records Destroyed			Method of Destruction
Series Ma.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.		Volume (Cubic Fast)	Date of Destruction	(Recycle, shred, landfill, etc.)
	TRAFFIC	975 Sec. IV	2 a & b	1985	6		

Signature of Court Official

Title

Date

Date

State Archivist

INSTRUCTIONS FOR PREPARATION

- 1. PREPARE IN DUPLICATE. LEAVE COLUMNS DATE OF DESTRUCTION, METHOD OF DESTRUCTION, AND DESTRUCTION CERTIFICATION BLANK UNTIL ACTUAL DESTRUCTION HAS BEEN COMPLETED BY YOUR OFFICE.

 (DISTRICT COURTS SHOULD PREPARE CERTIFICATES AT LEAST IN TRIPLICATE.)
- 2. MAIL TO THE STATE RECORDS MANAGEMENT CENTER, P. O. BOX 275, 7275 WATERLOO RD. (RT. 175), JESSUP, MARYLAND 20794.
- 3. THE RECORDS MANAGEMENT DIVISION WILL FORWARD THE PROPOSAL AND

 CERTIFICATE OF RECORDS DESTRUCTION FORMS TO THE STATE ARCHIVIST FOR

 APPROVAL. IF THE RECORDS PROPOSED FOR DESTRUCTION ARE CONSIDERED

 BY THE STATE ARCHIVIST TO BE OF ARCHIVAL VALUE, ARRANGEMENTS WILL

 BE MADE FOR TRANSFER TO THE HALL OF RECORDS.
- 4. IF THE STATE ARCHIVIST APPROVES THE DESTRUCTION, BOTH COPIES WILL
 BE SIGNED AND RETURNED TO THE COURT. UPON RECEIPT, INDICATE THE
 DATE AND METHOD OF DESTRUCTION IN THE PROPER COLUMNS, AND HAVE THE
 DESTRUCTION CERTIFICATE SIGNED BY A COURT OFFICIAL (TO BE A PERSON
 OF THE RANK OF RECORDS MANAGER, SECTION SUPERVISOR OR ABOVE).
 RETAIN ONE COPY FOR YOUR FILE, AND FORWARD THE SECOND COPY TO THE
 RECORDS MANAGEMENT DIVISION AT THE ABOVE ADDRESS. (DISTRICT COURTS
 MUST SEND 1 COPY TO THE CHIEF CLERK'S OFFICE.)
- 5. FOR YOUR INFORMATION -

ONE LEGAL-SIZE FILE DRAWER = 1.5 CU. FT. OF RECORDS

ONE LEGAL-SIZE FILE DRAWER = 2.0 CU. FT. OF RECORDS

ONE RECORDS CENTER BOX = 1.0 CU. FT. OF RECORDS

DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D.C.Cert. 10-02- CV 2-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRIC

CARROLL

1/25/89

COURT

COUNTY

DATE



Series		Authorization		Inclusive		Data of	Method of Destruction
No.	Description of Records Include Title and/or Form Number	Retention School, No.	Item No.	Dotes of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	(Recycle, shred, landfill, etc.)
	ADMINISTRATIVE RECORDS	975 Sec. I	1	1985	2		
			900				
				Marie			

Stote Archivist

Dote

Signature of Court Official

Title

Dote

Rev. 10/83 DGS-550-9

INSTRUCTIONS FOR PREPARATION

- 1. PREPARE IN DUPLICATE. LEAVE COLUMNS DATE OF DESTRUCTION, METHOD OF DESTRUCTION, AND DESTRUCTION CERTIFICATION BLANK UNTIL ACTUAL DESTRUCTION HAS BEEN COMPLETED BY YOUR OFFICE.

 (DISTRICT COURTS SHOULD PREPARE CERTIFICATES AT LEAST IN TRIPLICATE.)
- 2. MAIL TO THE STATE RECORDS MANAGEMENT CENTER, P. O. BOX 275, 7275 WATERLOO RD. (RT. 175), JESSUP, MARYLAND 20794.
- 3. THE RECORDS MANAGEMENT DIVISION WILL FORWARD THE PROPOSAL AND

 CERTIFICATE OF RECORDS DESTRUCTION FORMS TO THE STATE ARCHIVIST FOR

 APPROVAL. IF THE RECORDS PROPOSED FOR DESTRUCTION ARE CONSIDERED

 BY THE STATE ARCHIVIST TO BE OF ARCHIVAL VALUE, ARRANGEMENTS WILL

 BE MADE FOR TRANSFER TO THE HALL OF RECORDS.
- 4. IF THE STATE ARCHIVIST APPROVES THE DESTRUCTION, BOTH COPIES WILL BE SIGNED AND RETURNED TO THE COURT. UPON RECEIPT, INDICATE THE DATE AND METHOD OF DESTRUCTION IN THE PROPER COLUMNS, AND HAVE THE DESTRUCTION CERTIFICATE SIGNED BY A COURT OFFICIAL (TO BE A PERSON OF THE RANK OF RECORDS MANAGER, SECTION SUPERVISOR OR ABOVE). RETAIN ONE COPY FOR YOUR FILE, AND FORWARD THE SECOND COPY TO THE RECORDS MANAGEMENT DIVISION AT THE ABOVE ADDRESS. (DISTRICT COURTS MUST SEND 1 COPY TO THE CHIEF CLERK'S OFFICE.)
- 5. FOR YOUR INFORMATION -

ONE LETTER-SIZE FILE DRAWER = 1.5 CU. FT. OF RECORDS
ONE LEGAL-SIZE FILE DRAWER = 2.0 CU. FT. OF RECORDS
ONE RECORDS CENTER BOX = 1.0 CU. FT. OF RECORDS

DEPARTMENT OF GENERAL SERVICES

D.C.Cert 10-02-CV 1-89

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

	COUNTY COUNTY	123	1/25/89 DATE		(4)	85).	
Series	Description of Records	Authorization		Inclusive	50		Method of Destruction
No.	Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Foot)	Date of Destruction	(Recycle, shred, landfil, etc.)
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DEPARTMENT OF GENERAL SERVICES
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7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

D.C. Cert. 10-02-NR-1-89

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Instructions for Preparation and Submission on Reverse Side

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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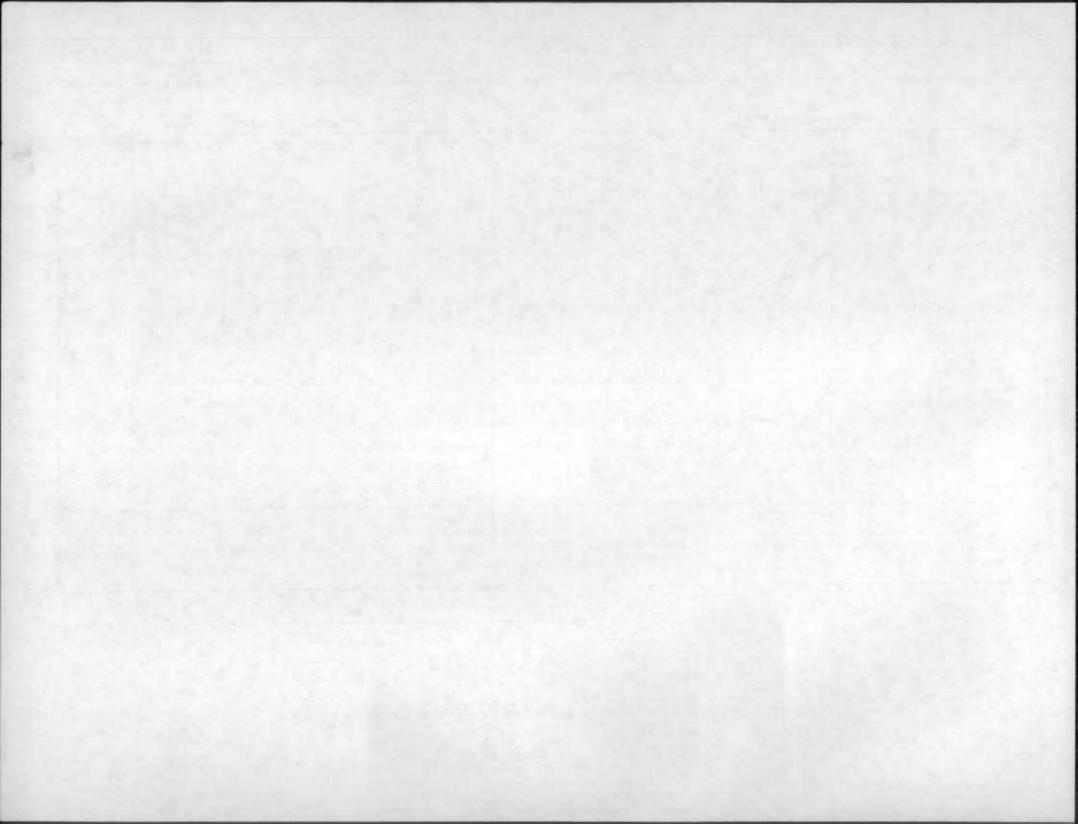
Rev. 10/83 DGS-550-9

DEPARTMENT OF GENERAL SERVICES Holl of Records Commission

Records Monogement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

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Instructions for Preparation and Submission on Reverse Side

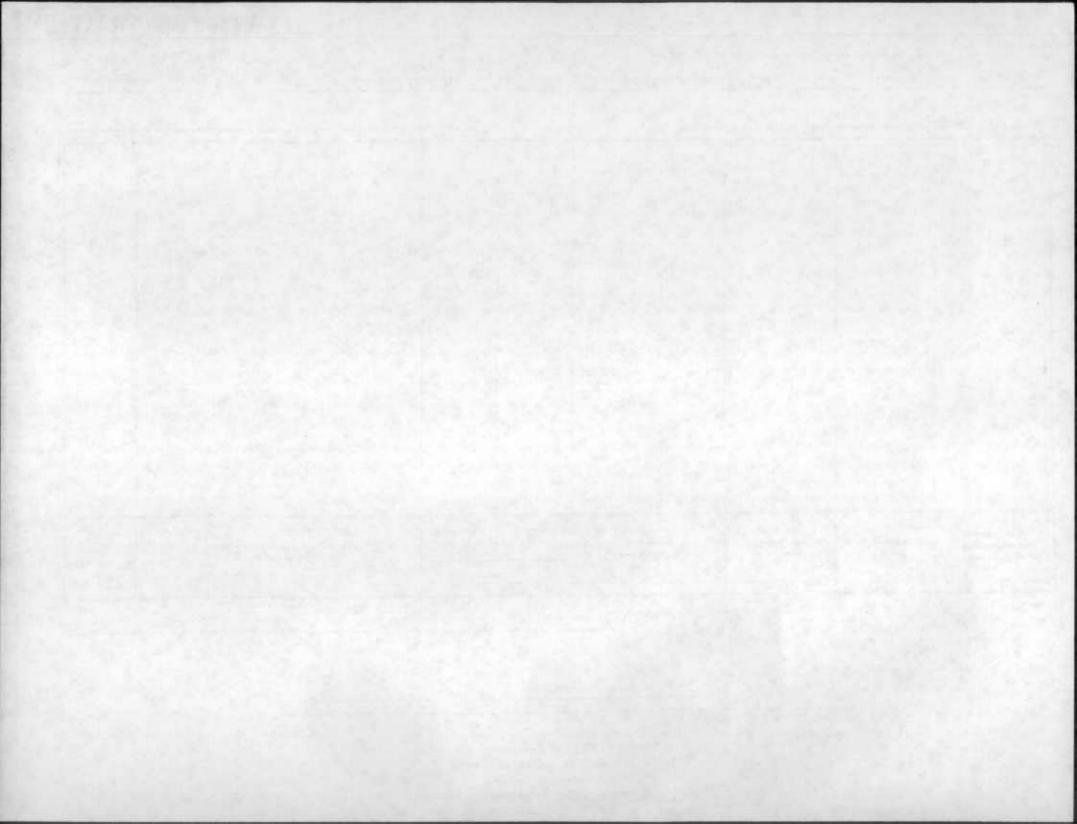
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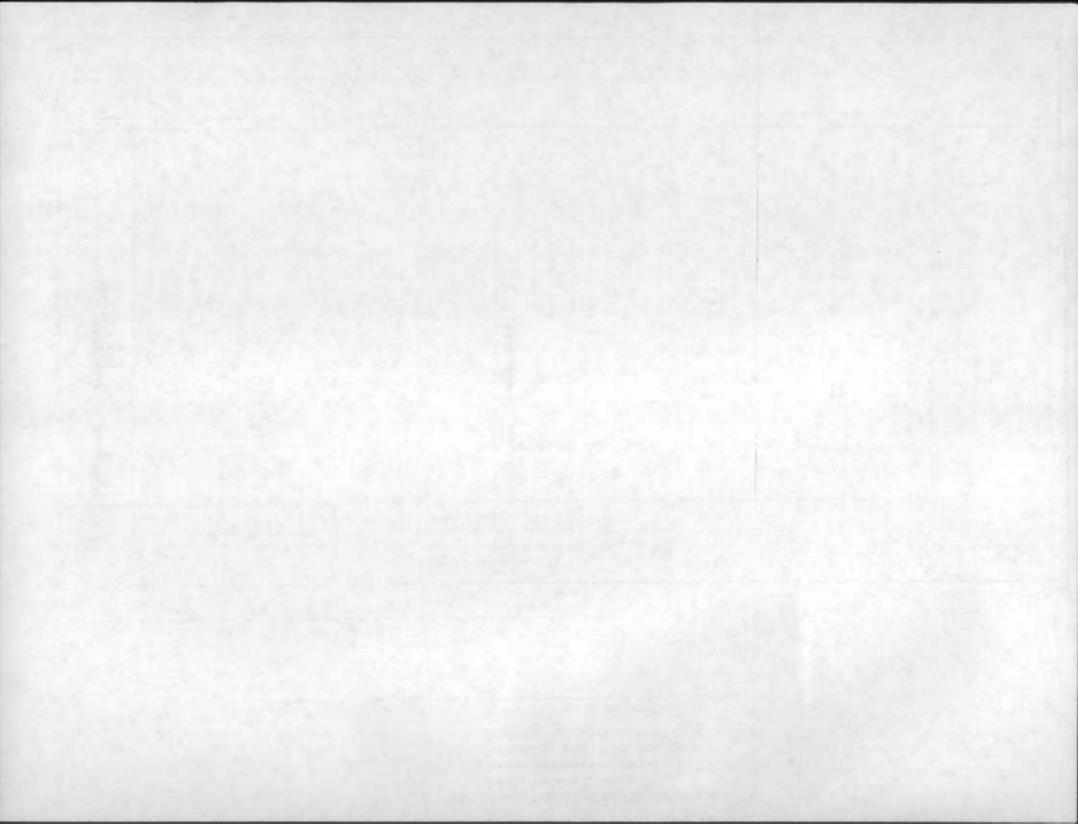


DEPARTMENT OF GENERAL SERVICES
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Records Monagement Division

7275 WATERLOO RD., P.O. BOX 275
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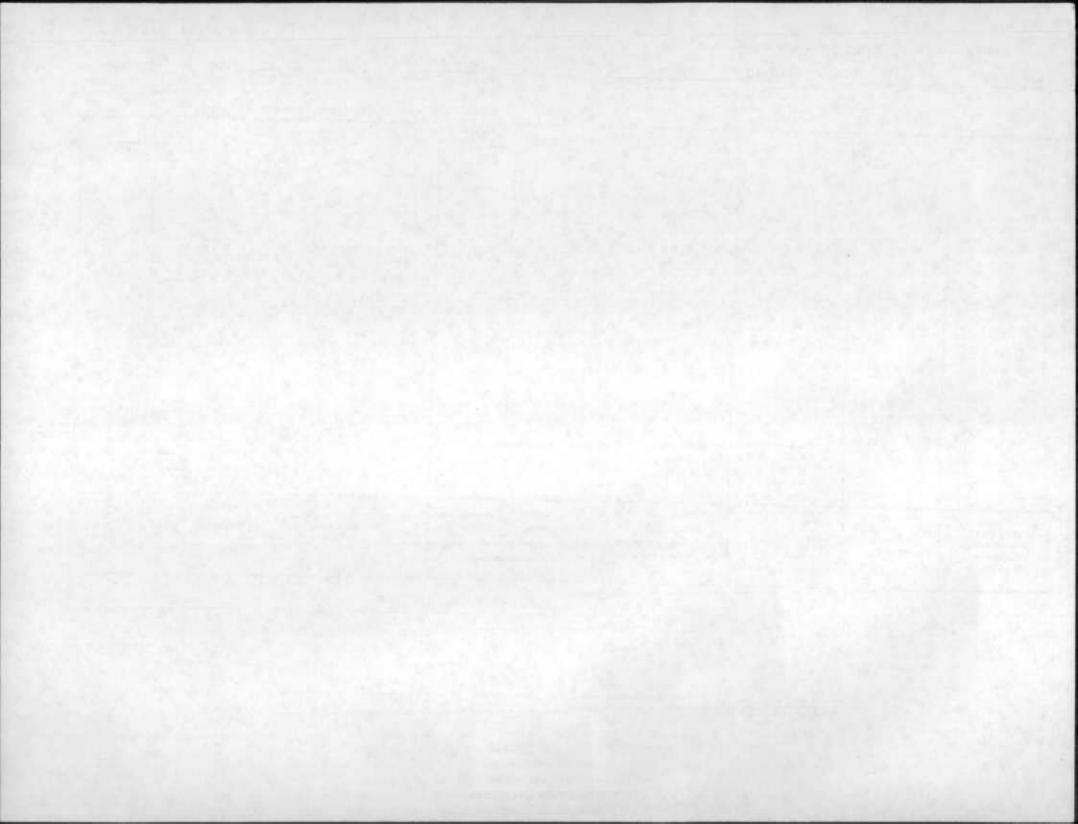
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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

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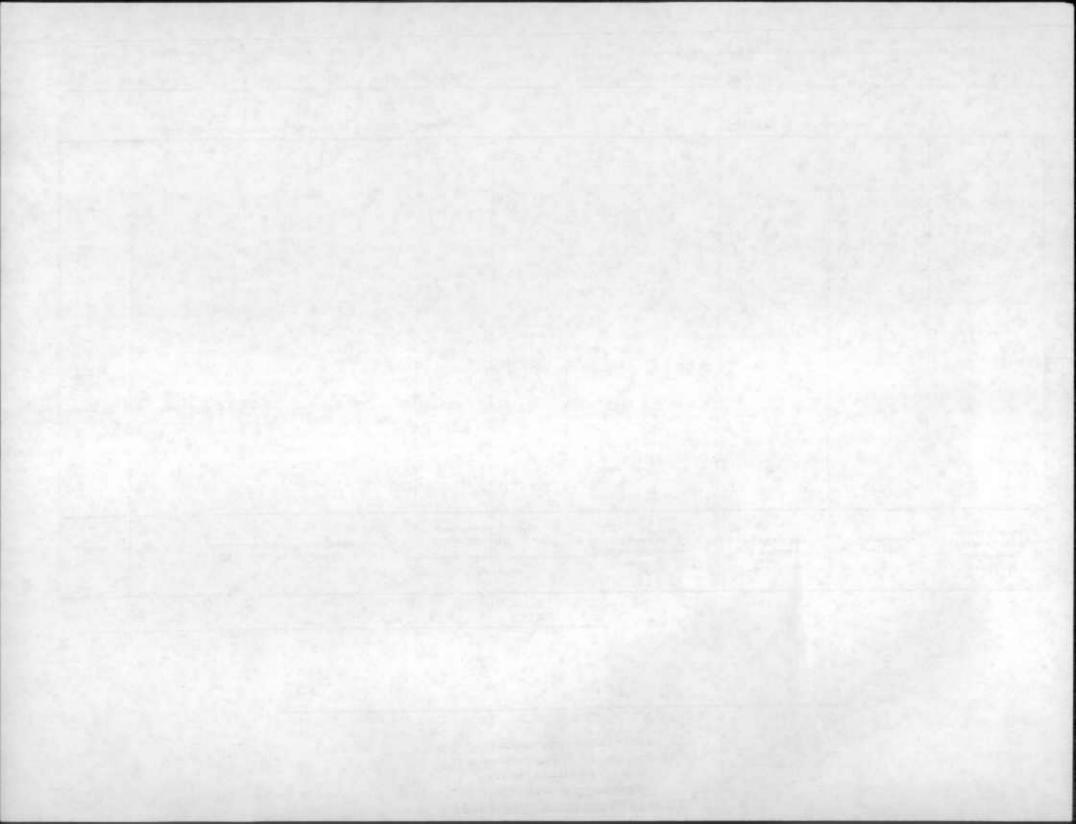
State Archivist

Signature of Court Official

Title

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Rev. 10/83 DGS-550-9



D.C. CERT. 10-2-MISC. 2-90

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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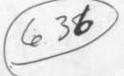
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State Archivist

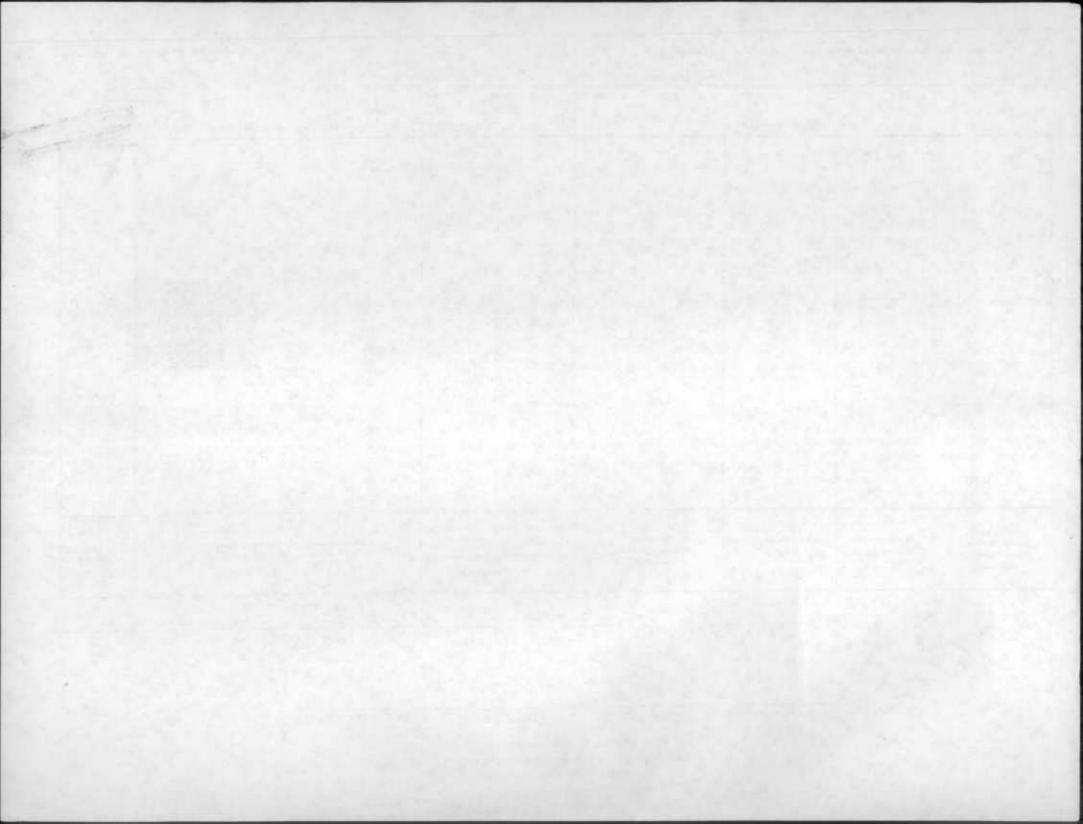
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Rev. 10/83 DGS-550-9

Instructions for Preparation and Submission on Reverse Side

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DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
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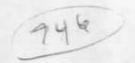
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Destruction Certification

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State Archivist

Signature of Court Official

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DEPARTMENT OF GENERAL SERVICES
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Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

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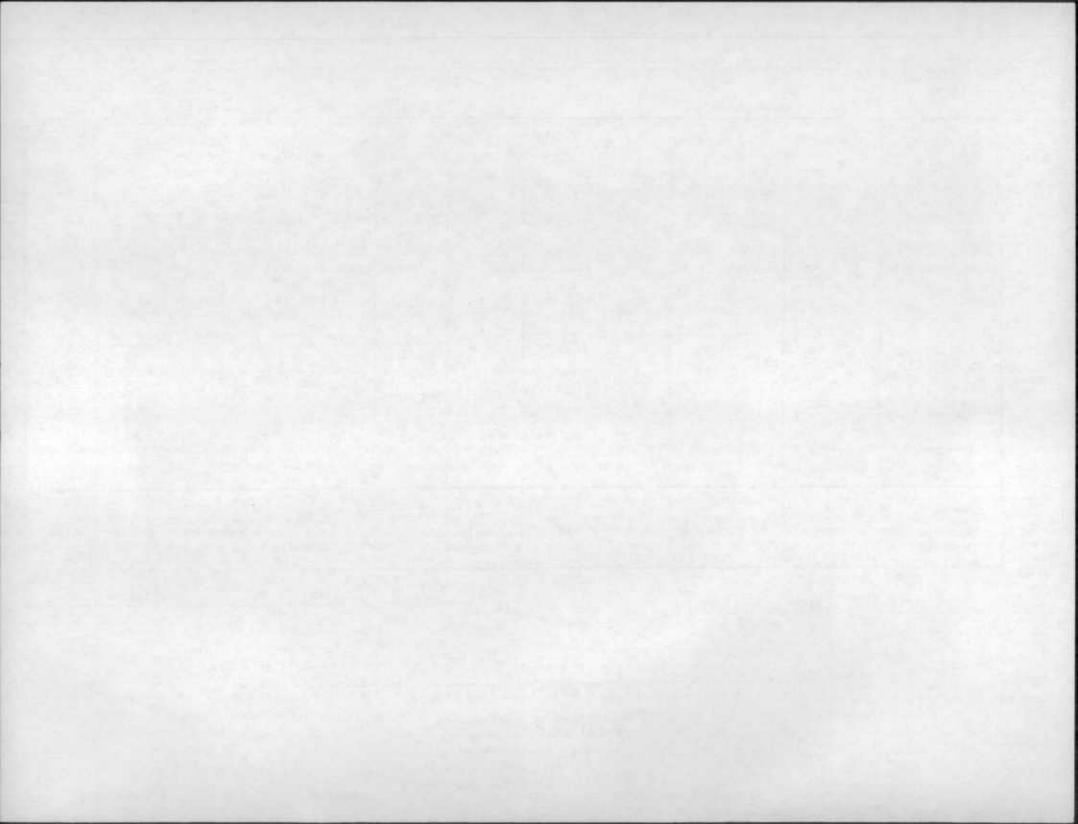
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DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
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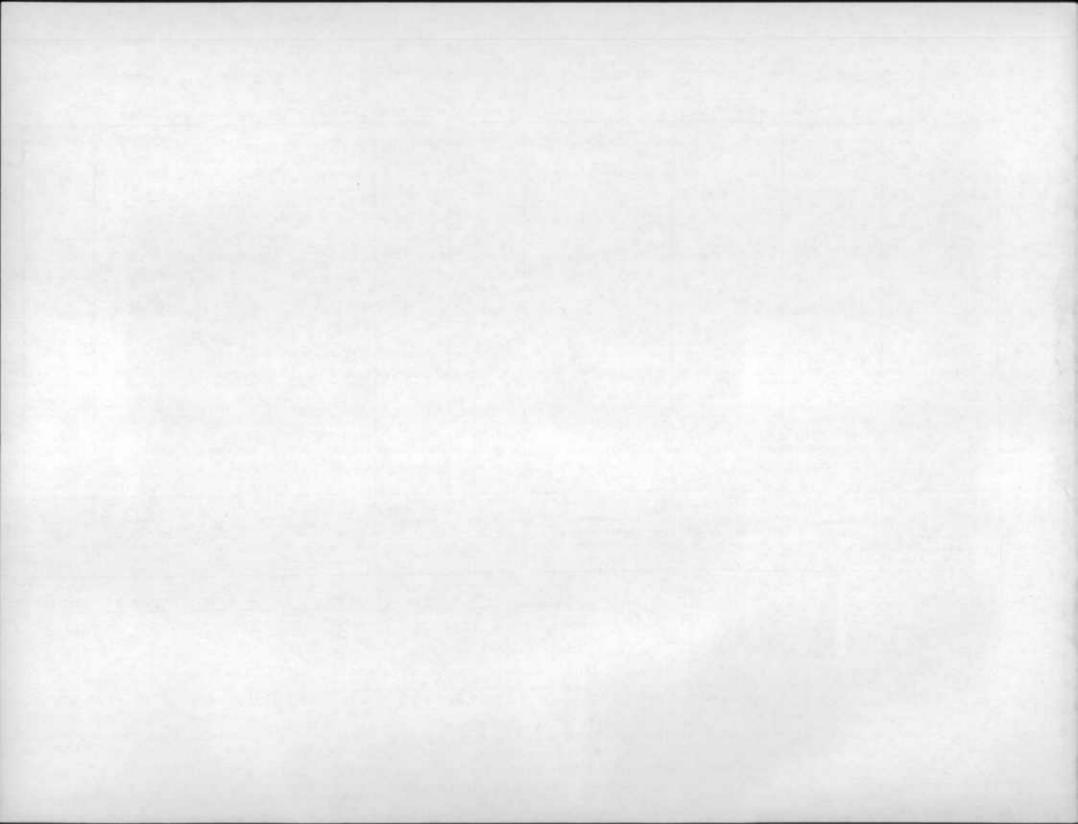
State Archivist

Signature of Court Official

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DEPARTMENT OF GENERAL SERVICES

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Instructions for Preparation and Submission or Reverse Side

Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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Date

DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

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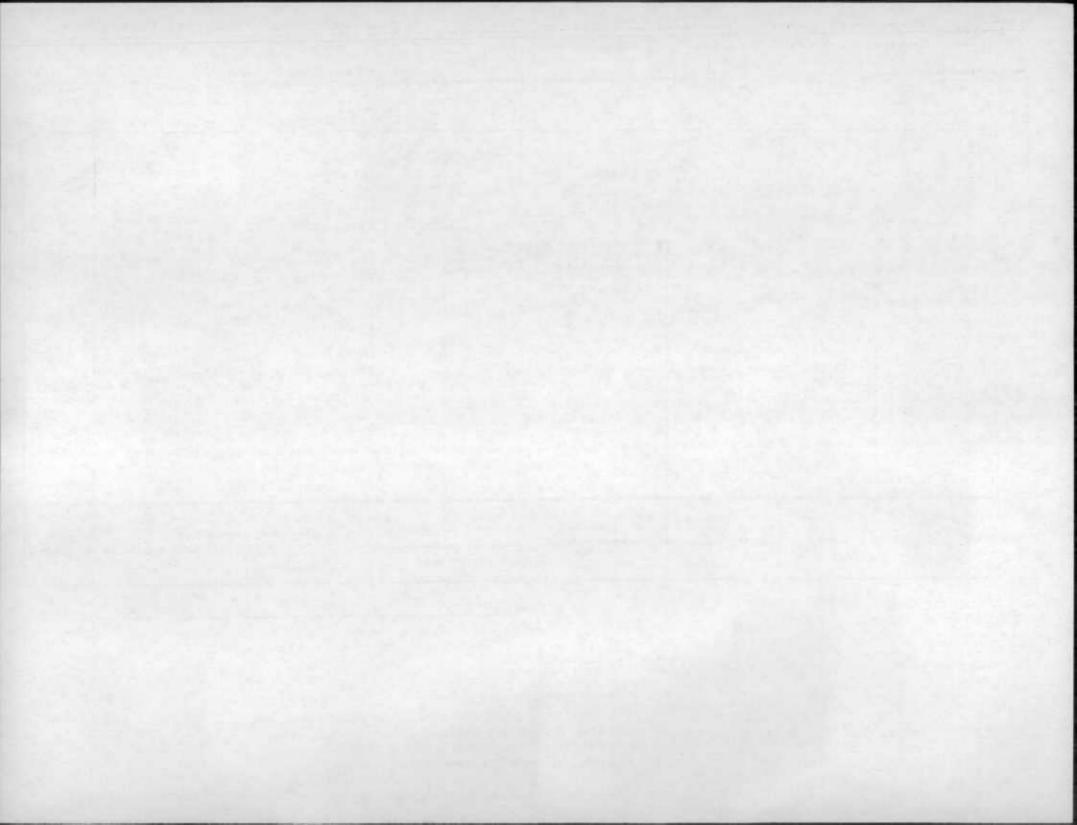
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Signature of Court Official



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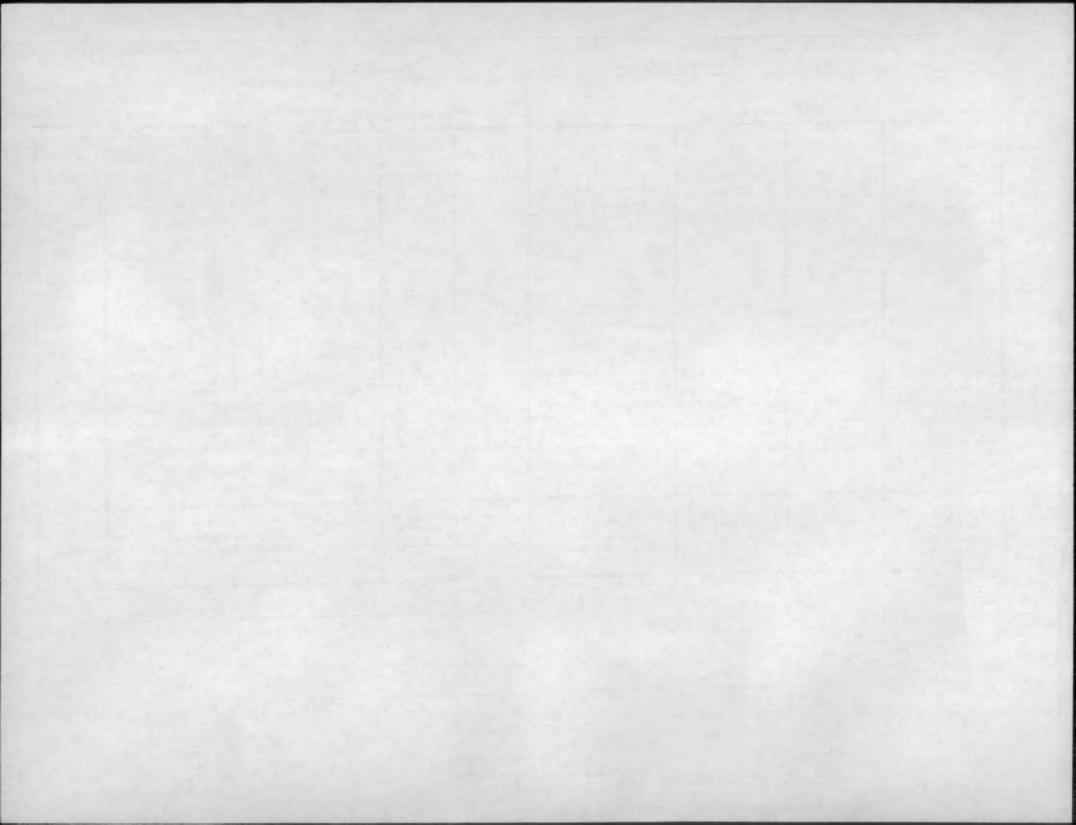
State Archivist

Signature of Court Official

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Rev. 10/83 DGS-330-9



DEPARTMENT OF GENERAL SERVICES Holl of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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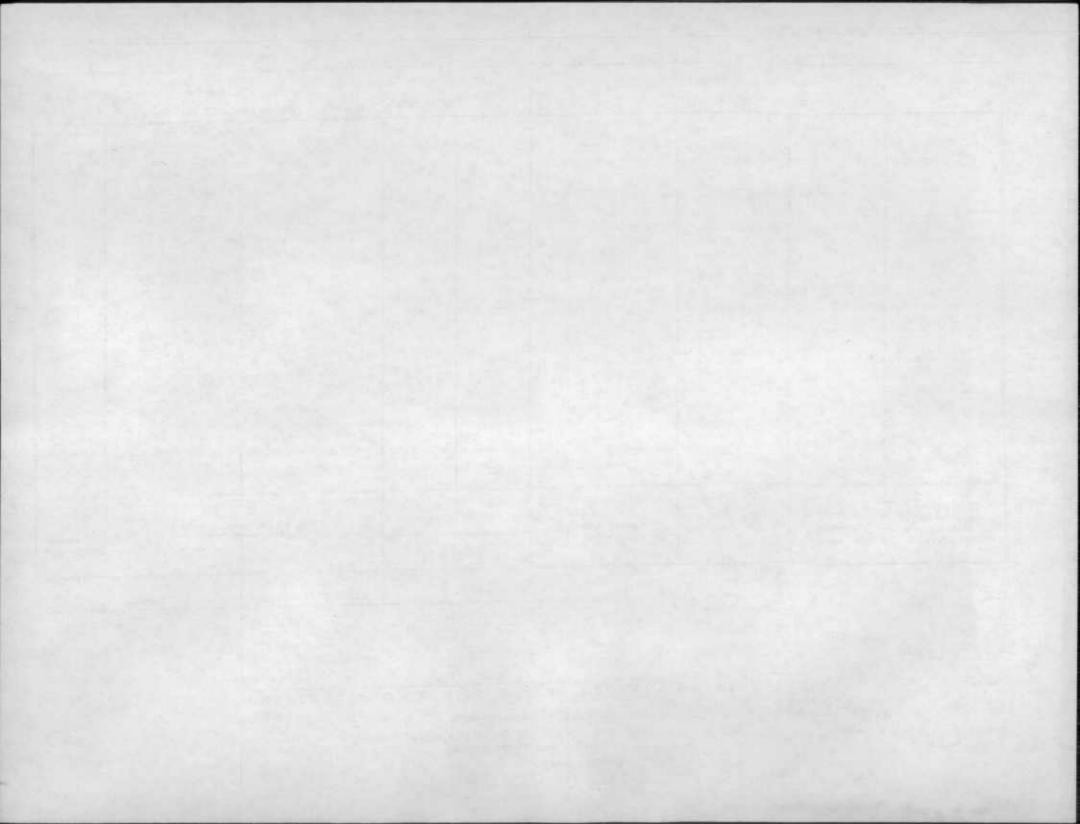
State Archivist

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JESSUP, MD 20794-0275 PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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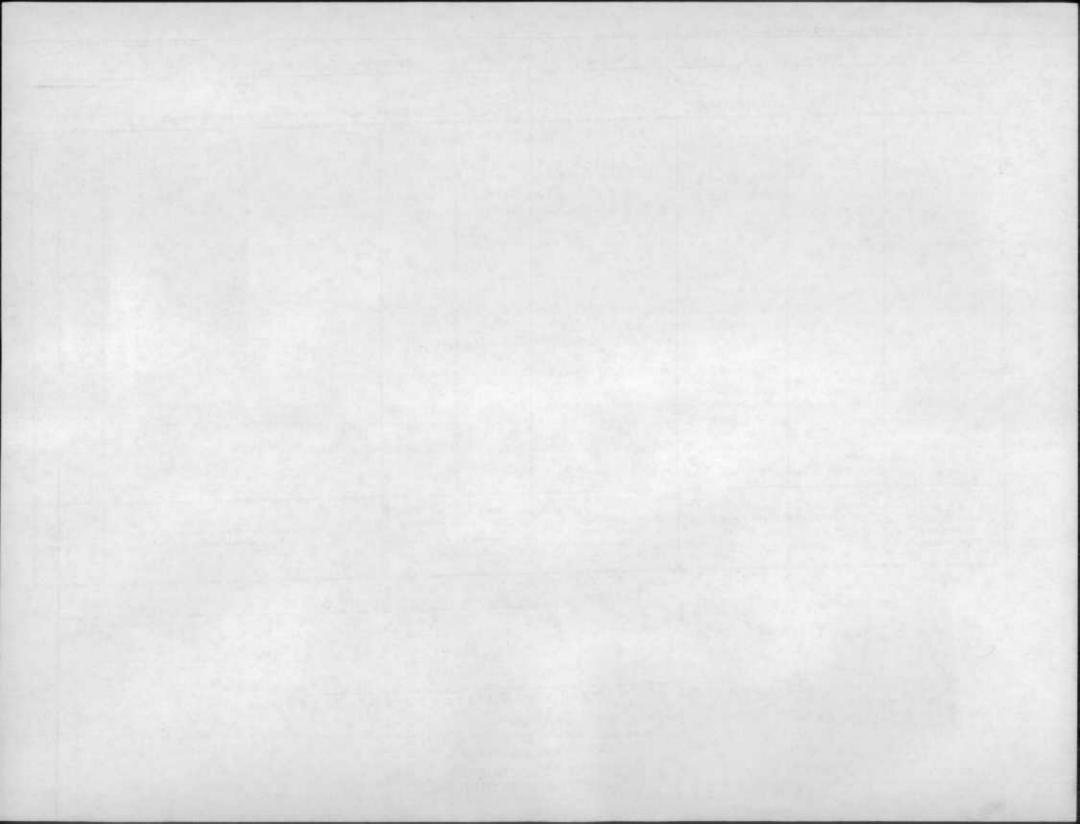
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Rev. 10/83 DGS-550-9



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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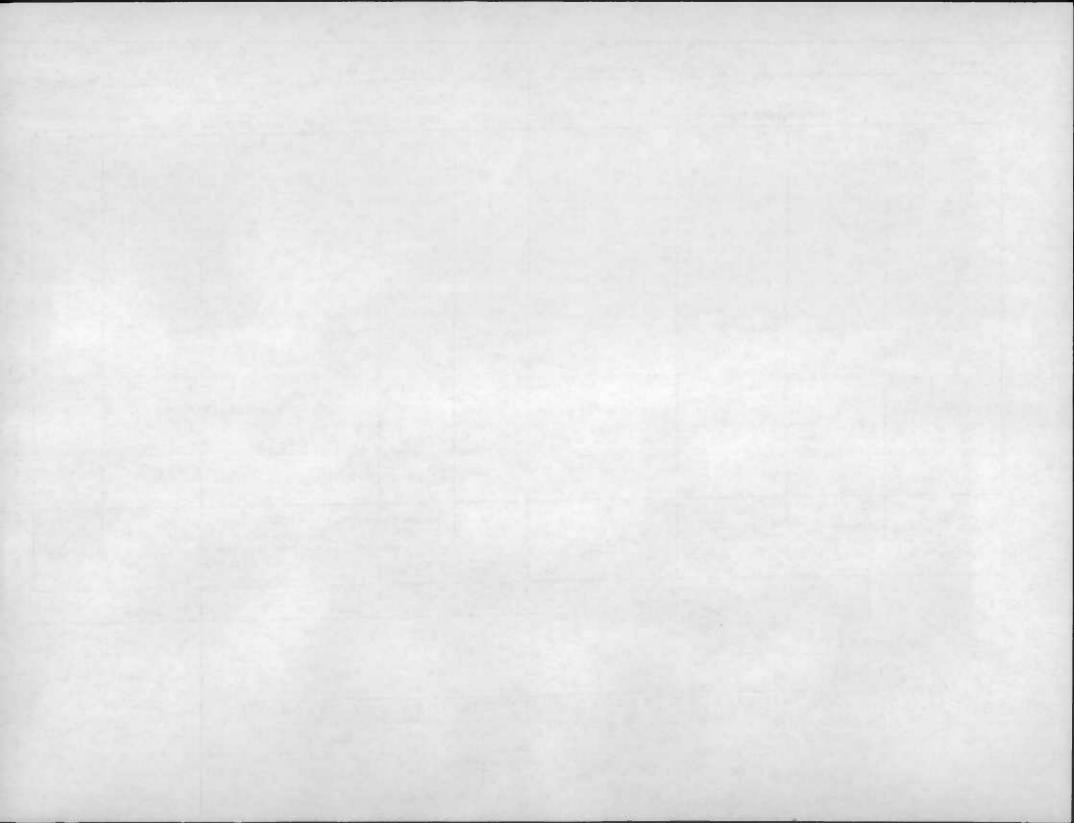
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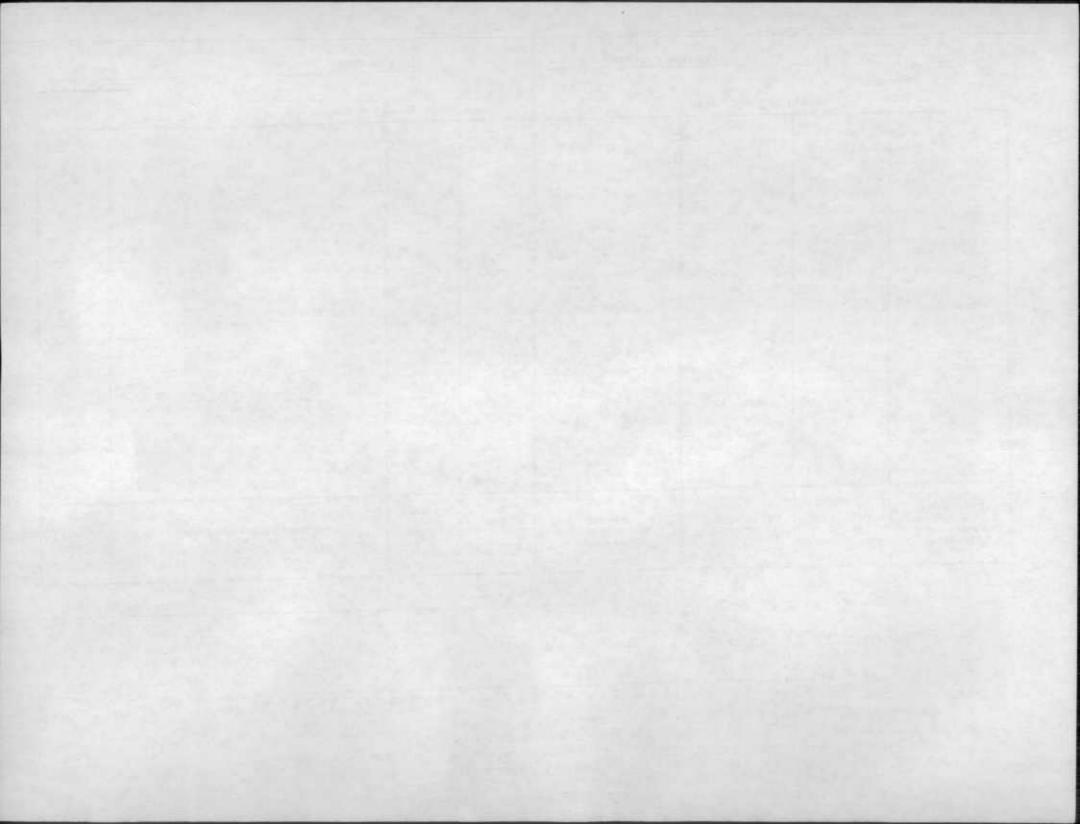
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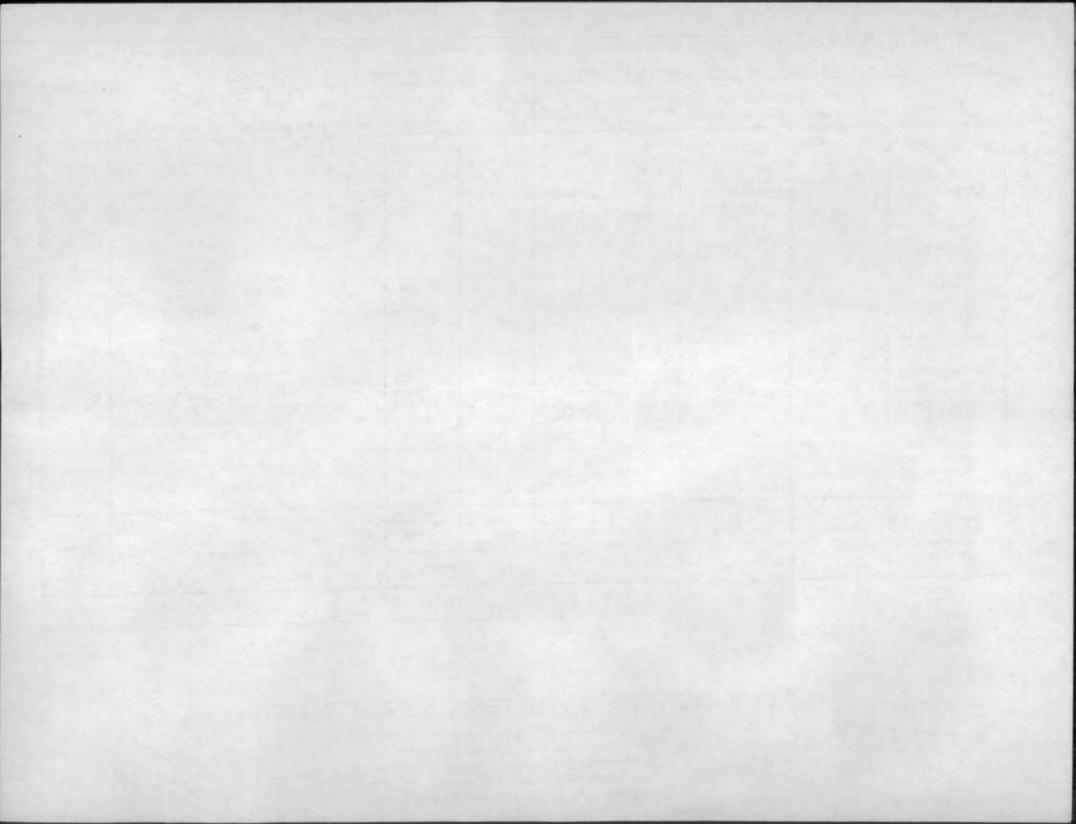
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Signature of Court Official

Title

Date

Rev. 10/83 DGS-350-9



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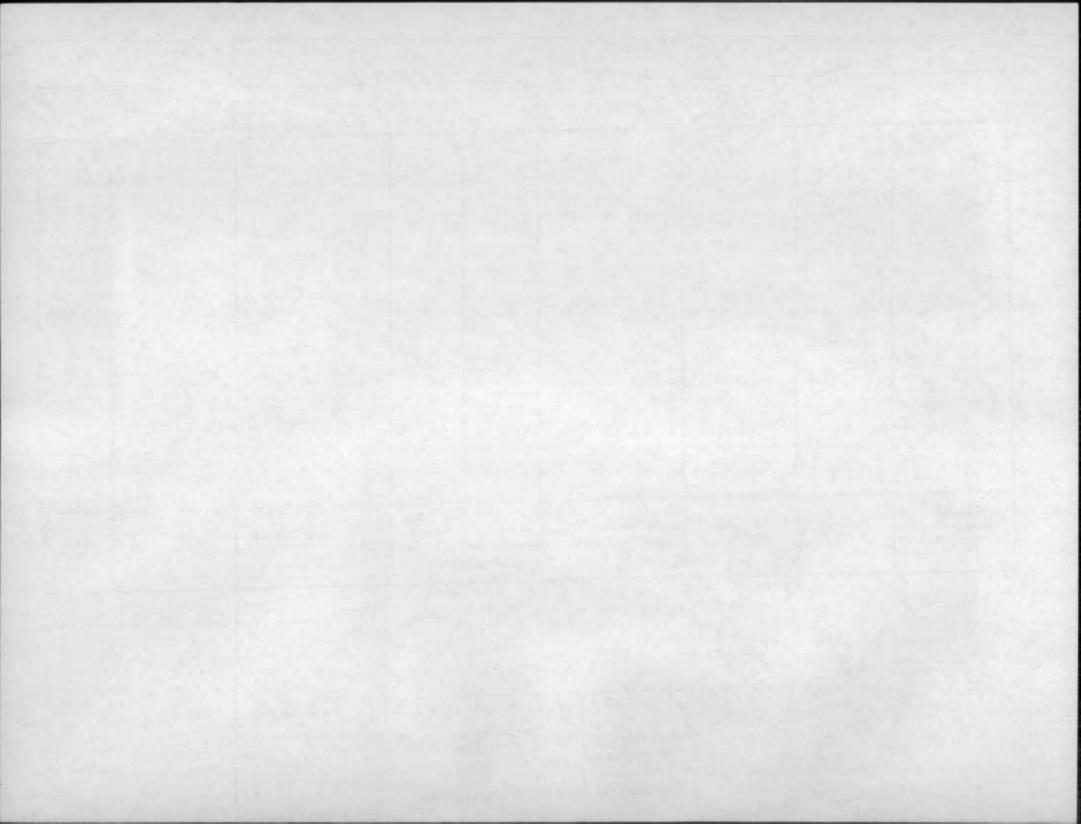
State Archivist

Signature of Court Official

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Date

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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Monagement Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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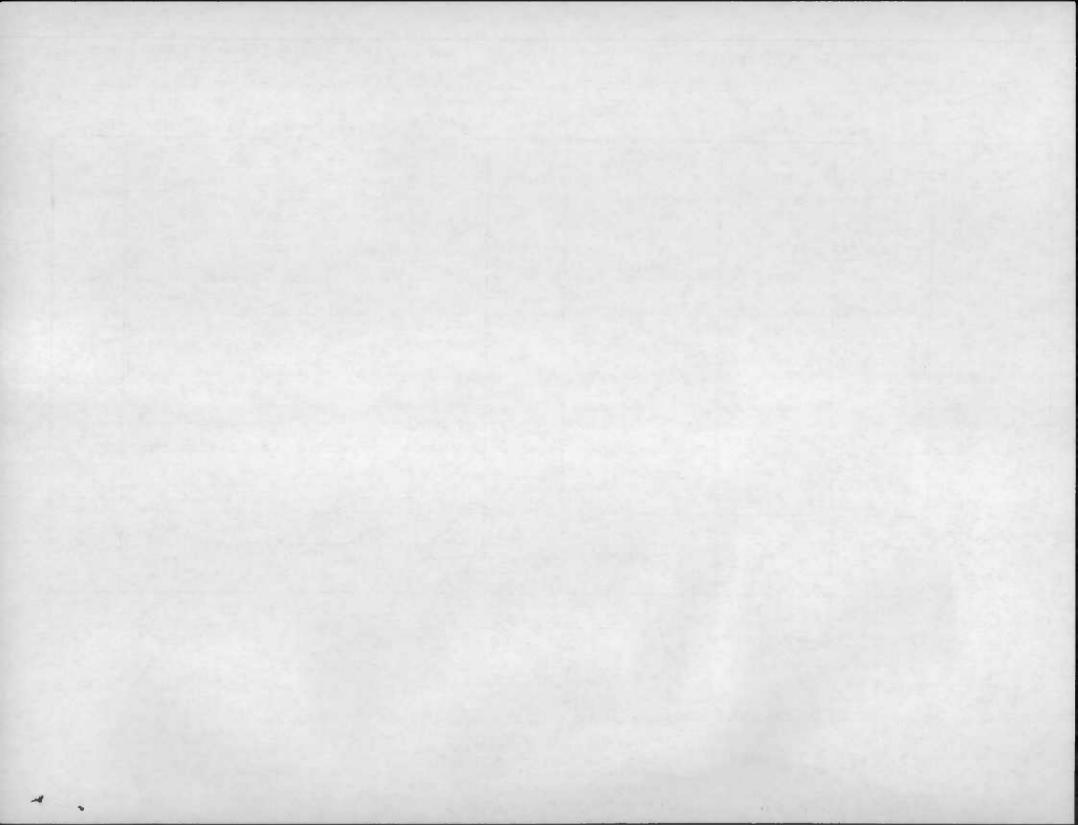
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No.		Retention Sched. No.	Item No.		Velume (Cubic Feet)		(Recycle, shred, landfill, etc.)
	FISCAL RECORDS	975 Sec. V	1,a&b	1989	3		
	OTHER CASES	975 Sec. VI		1989	4		

Destruction Approved by Hall of Records Cammissian

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



D.C.Cert. 10-2-NR-1-93

JAN 13

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT

DISTRICT

COURT

CARROLL

COUNTY

DATE

Series	Description of Records Include Title and/or Form Number	Authori	zetion	Inclusive Dotes of Records Destroyed		Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
No.		Retention Schod, No.	Item No.		Volume (Cubic Foot)		
	NATURAL RESOURCES STATEMENT OF CHARGES	975	2	1989	.5		
	Destruction Approved by Hall of Record	6			Destruction Certifi		

Signature of Court Official

Title

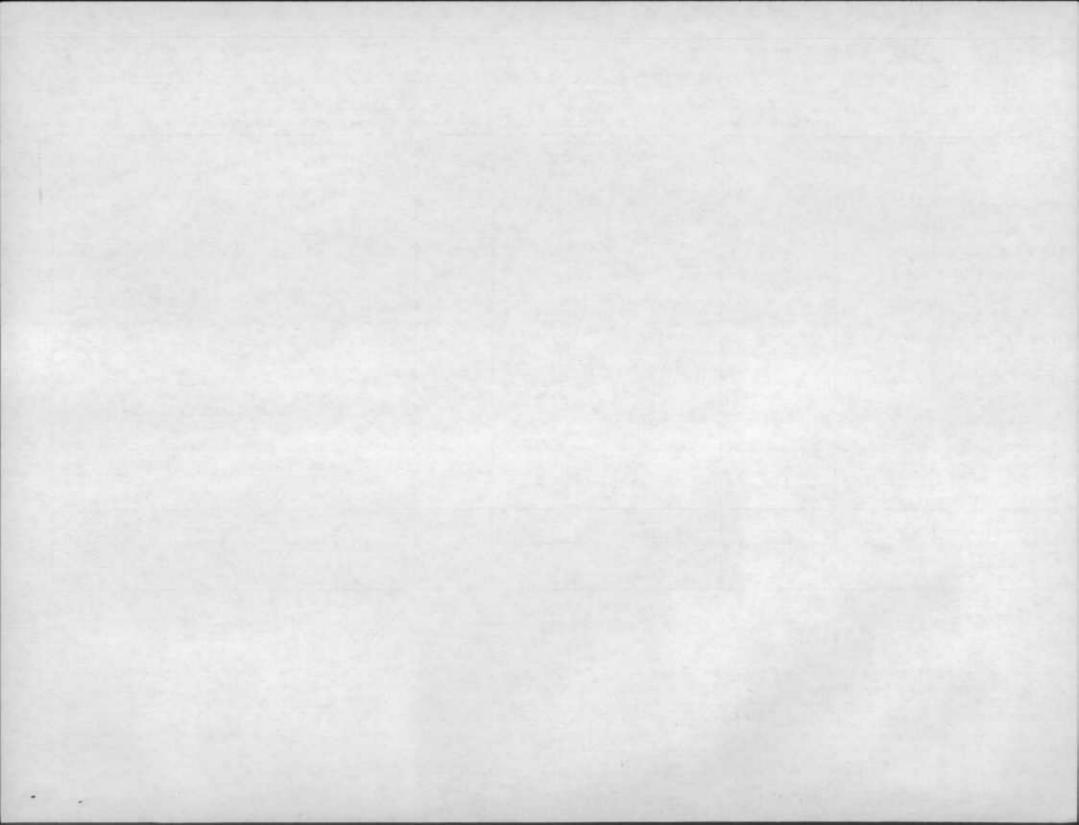
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State Archivist

Instructions for Preparation and Submission on Reverse Side

Rev. 10/83 DGS-550-9



Hall of Records Commission
Records Monogement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

D.C.CERT. 10-2-CR-1-93

TERM II

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTITUTE

District

CARROLL

1-8-93

(1016) in District

COURT COUNTY

DATE

ries	Description of Records include Title and/or Form Number	Authoris	etion	inclusive		Date of Destruction	Method of Destruction (Recycle, shred, landfil, etc.)
No.		Retention Schod. No.	item No.	Dotes of Records Destroyed	Volume (Cubic Feet)		
	CRIMINAL RECORDS	975 Sec. IV	2	1989	23		

Destruction Approved by Hall of Records Commission

Date

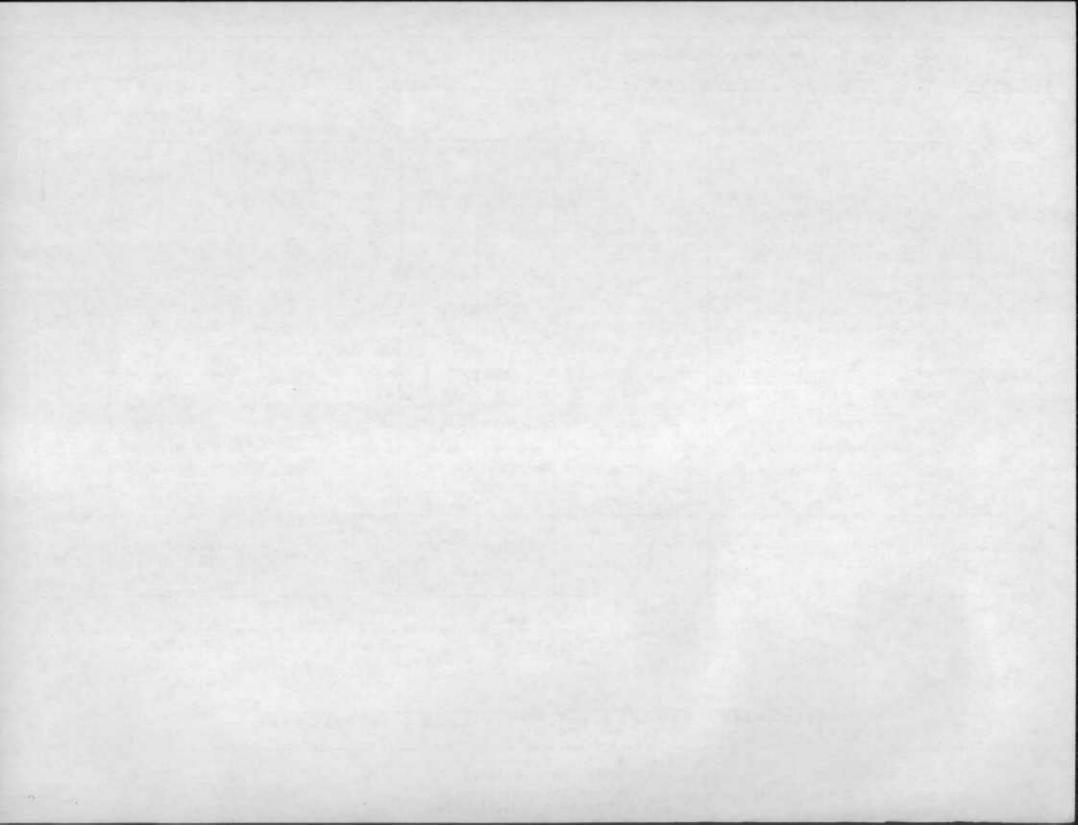
State Archivist

Signature of Court Official

Title

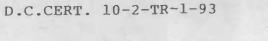
Date

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DEPARTMENT OF GENERAL SERVICES Hall of Records Commission Records Management Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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DISTRICT

CARROLL

1-8-93

11014 in District

COURT

COUNTY

DATE

		Author	ization	Inclusive	Yolume	Dote of	Method of Destruction
Series No.	Description of Records Include Title and/or Form Number	Retention School No.	ltem No.	Dotes of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	TRAFFIC	975 Sec.IV	2 â&b	1989	8		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

Stote Archivist

Signature of Court Official

Title

Dote

Rev. 10/83



DEPARTMENT OF GENERAL SERVICES Hall of Records Commission

Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

D.C.CERT. 10-2-CV-1-93

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DICTURE

DISTRICT

CARROLL

1-8-93

COURT

COUNTY

DATE

in Distict

eries	Description of Records Include Tirle and/or Form Number	Authorization		Inclusive			Method of Destruction
No.		Retention Sched. No.	liem No.	Dates of Records Destroyed	Yolume (Cubic Foot)	Date of Destruction -	(Recycle, shred, landfill, etc.)
	CASES_JUDGMENT SUM CERTAIN	975 Sec.II	2	1989	28		

Destruction Approved by Holl of Records Commission

Destruction Certification

Date

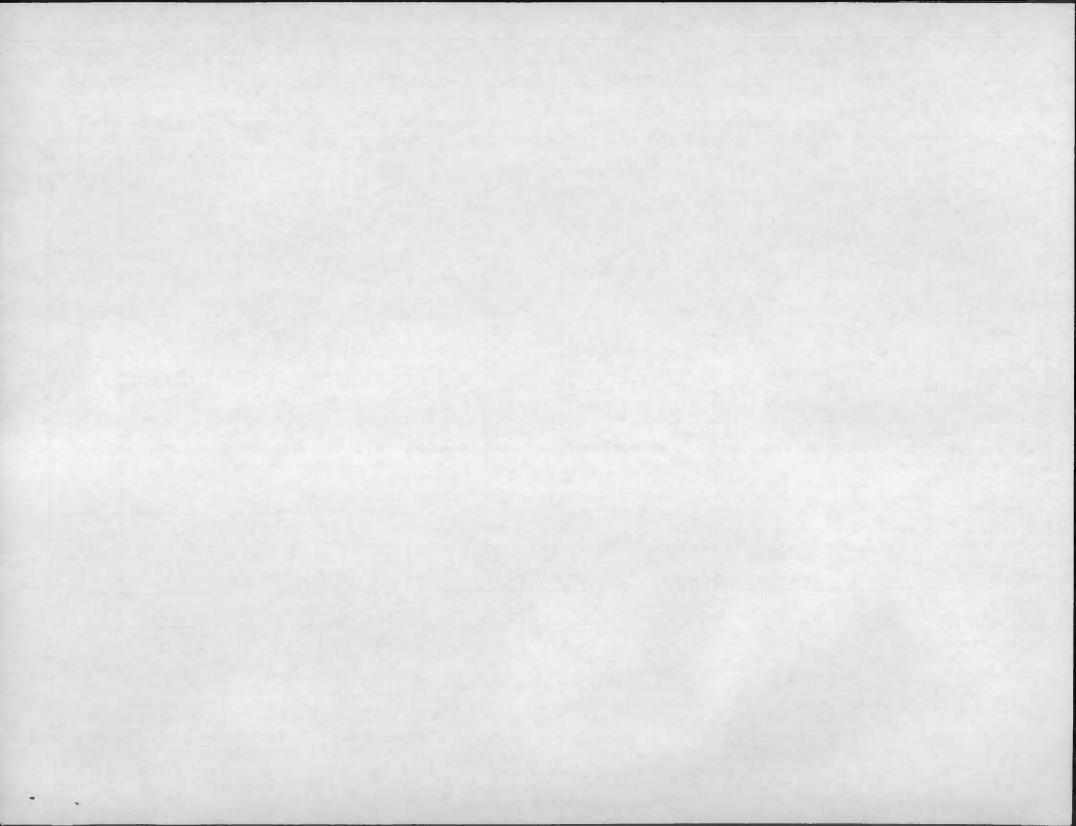
State Archivist

Signature of Court Official

Title

Dote

Rev. 10/83 DG5-559-9



DEPARTMENT OF GENERAL SERVICES

Holl of Records Commission Records Management Division 7275 WATERLOO RD., P.O. BOX 275

JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT	CARROLL	1-8-93 DATE		in	Varket
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		Autho	rizotion	Inclusive	Volume	Date of	Method of Destruction
Series Ne.	Description of Records Include Title and/or Form Number	Retention Sched. No.	Item No.	Dates of Records Destroyed	(Cubic Feet)	Destruction	(Recycle, shred, landfill, etc.)
	ADMINISTRATIVE RECORDS	975 Sec.I	1	1989	3		
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Destruction Approved by Hall of Records Commission

State Archivist

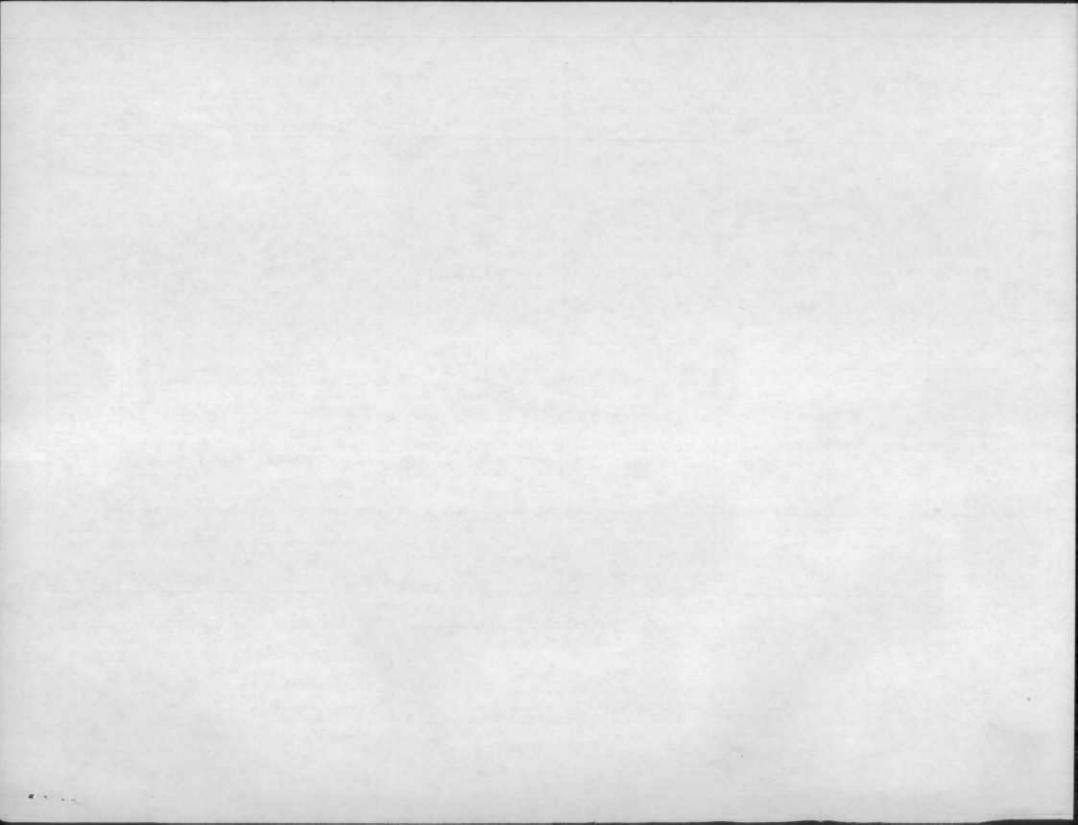
Signature of Court Official

Title

D.C.CERT. 10-2-CV-2-93

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Dote Rev. 19/83 DGS-550-9



Holl of Records Commission
Records Monogement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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CARROLL

1-31-94

COURT

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Scries Ne.	Description of Records Include Title and/or Form Number	Authorization		Inclusive	P ASS TO S	1 1 -	Methodol
		Relention Sched. No.	ltem No.	Dates of Records Destroyed	Volume (Cubic Feet)	Dote of Destruction	Destruction (Recycle, shred, landfill, etc.)
	ELECTRONIC RECORDINGS	975 Sec.II & IV	2	1990			
	Destruction Approved by Holl of Records						

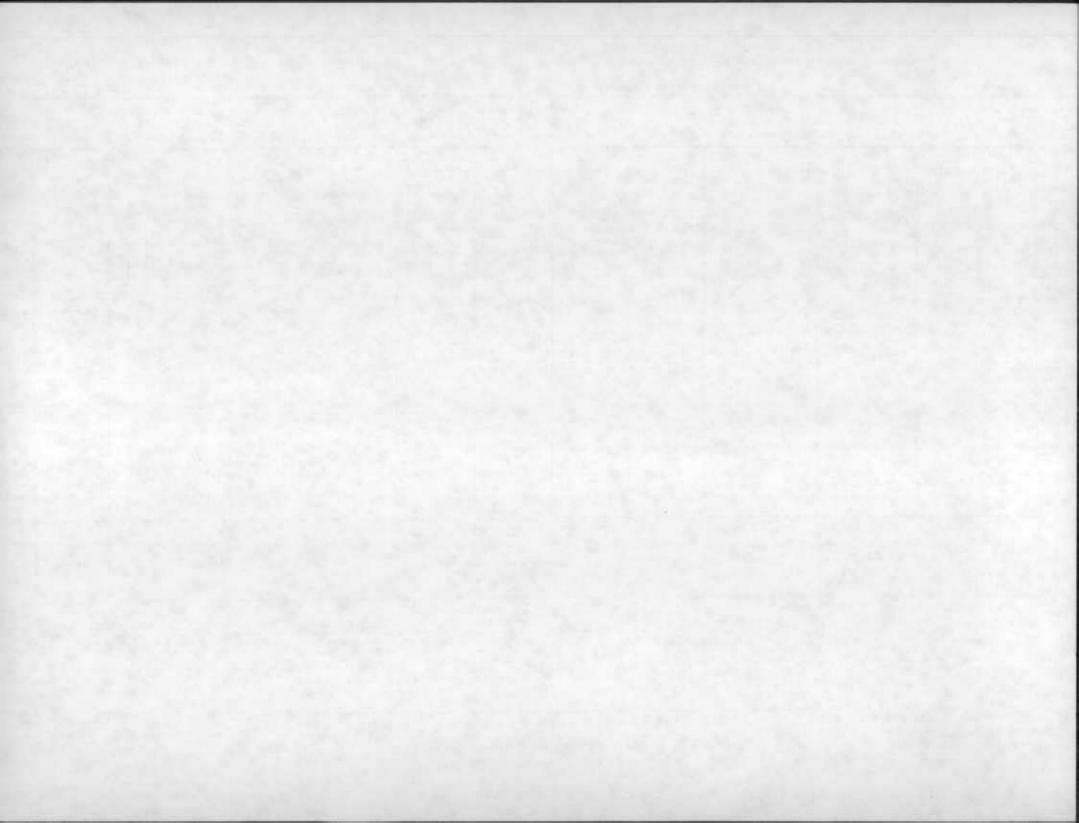
Date

State Archivist

Signature of Court Official

Title Dote

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Hall of Records Commission
Records Management Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1-31-94

COURT

COUNTY

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(1135)

Series	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of Destruction
No.		Retention School, No.	Item No.	Dates of Records Destroyed	Volume (Cubic Feet)	Dete of Destruction	(Recycle, shred, landfill, etc.)
	FISCAL RECORDS	975	1,a&b	1990			
	OTHER CASES	975 Sec.VI	2	1990			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

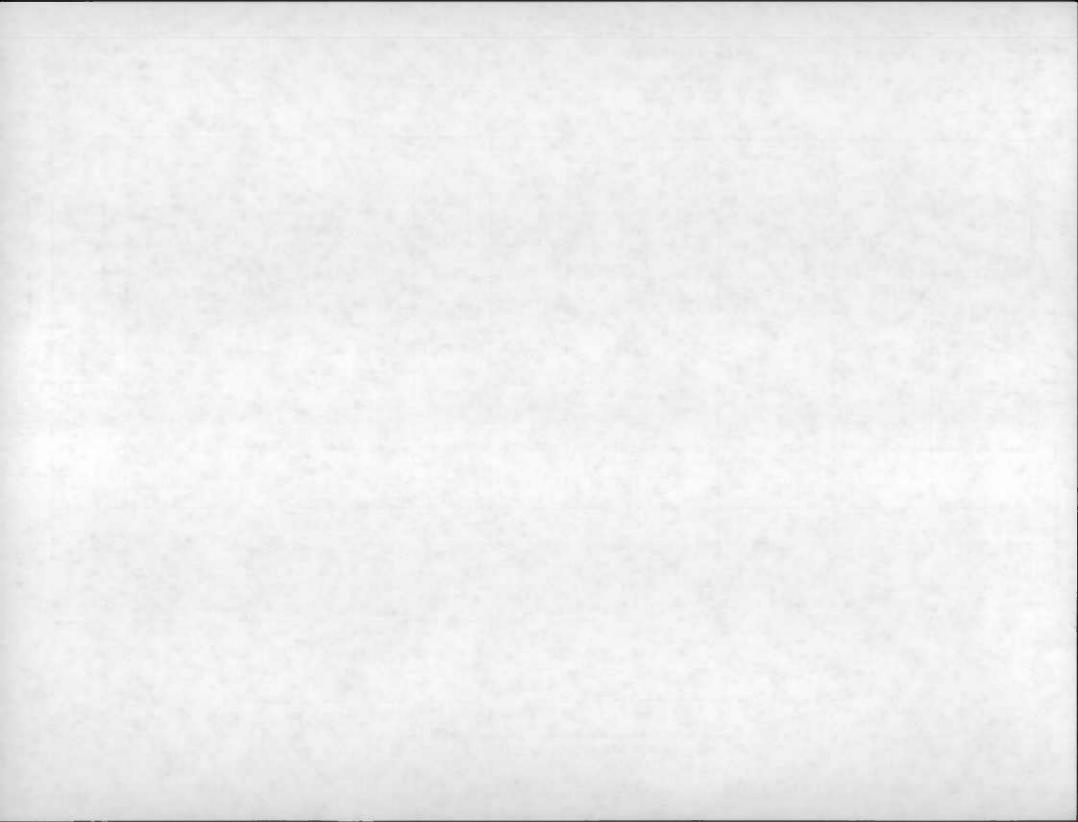
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



DEFARIMENT OF GENERAL SERVICES Hall of Records Commission Recards Monogement Division

7275 WATERLOO RD., P.O. BOX 275 JESSUP, MD 20794-0275

D.C.CERT. 10-2-NR-94-82

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

CARROLL

1-31-94

COURT

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ories No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive		10	Method of
		Retention Schod. No.	Item No.	Dates of Records Destroyed	Volume (Cubic Fees)	Dote of Destruction	Destruction (Recycle, shred, landfill, etc.)
	NATURAL RESOURCES STATEMENT OF CHARGES	975 Sec.IV	2	1990			
							7.
	Destruction Approved by Hall of Records						

Date

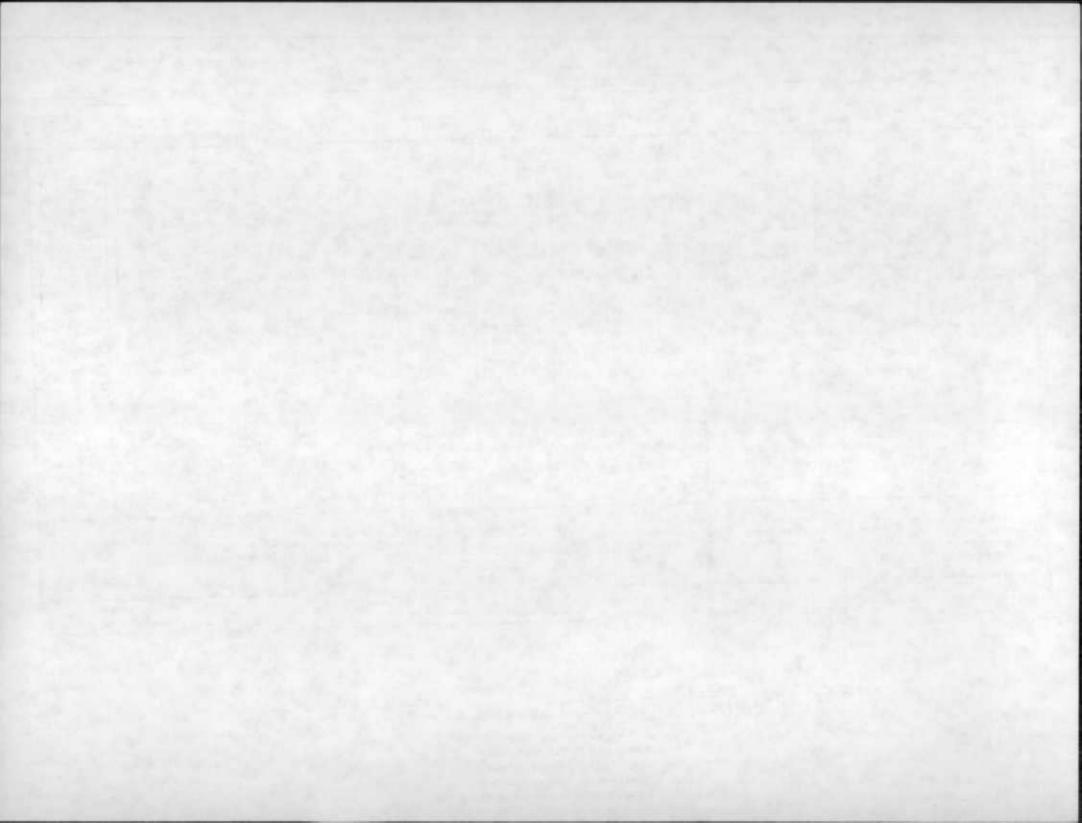
State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9



Holl of Records Commission
Records Monogement Division
7275 WATERLOO RD., P.O. BOX 275
JESSUP, MD 20794-0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

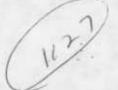
CARROLL

1-31-94

COURT

COUNTY

DATE



Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive			Method of
		Retention Sched. No.	liem No.	Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	CRIMINAL RECORDS	975 Sec.IV	2	1990			

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

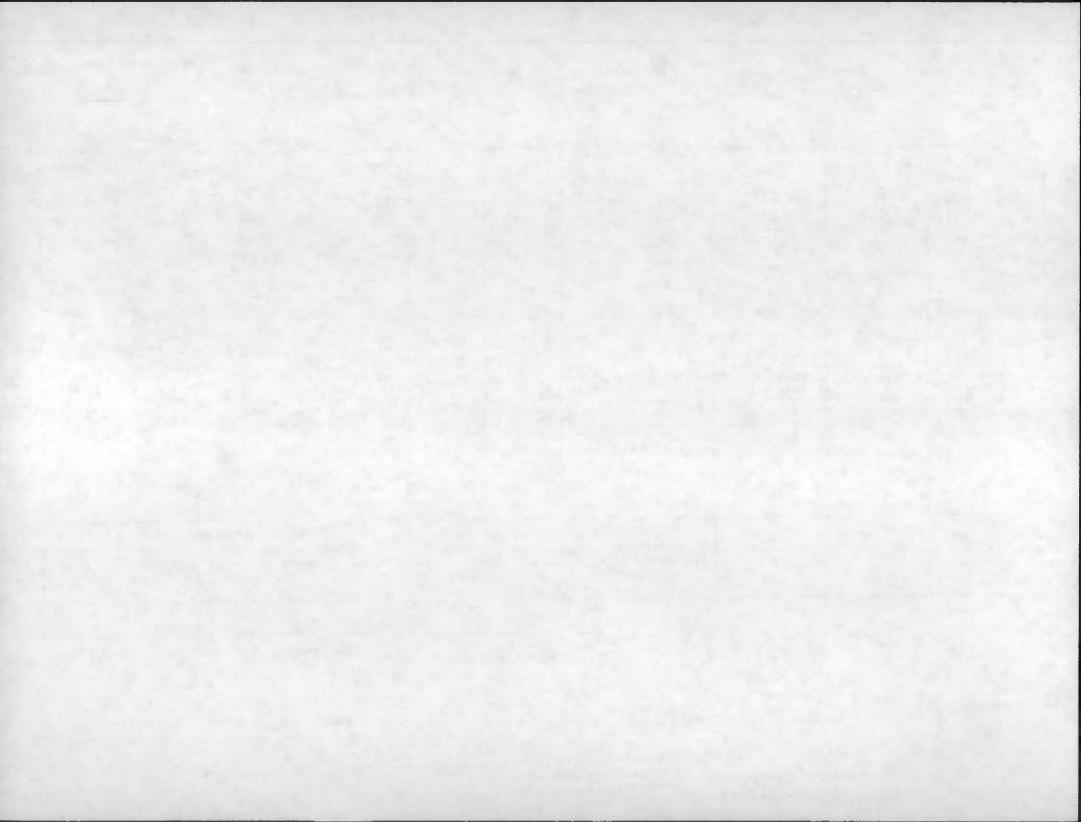
State Archivist

Signature of Court Official

Title

Date

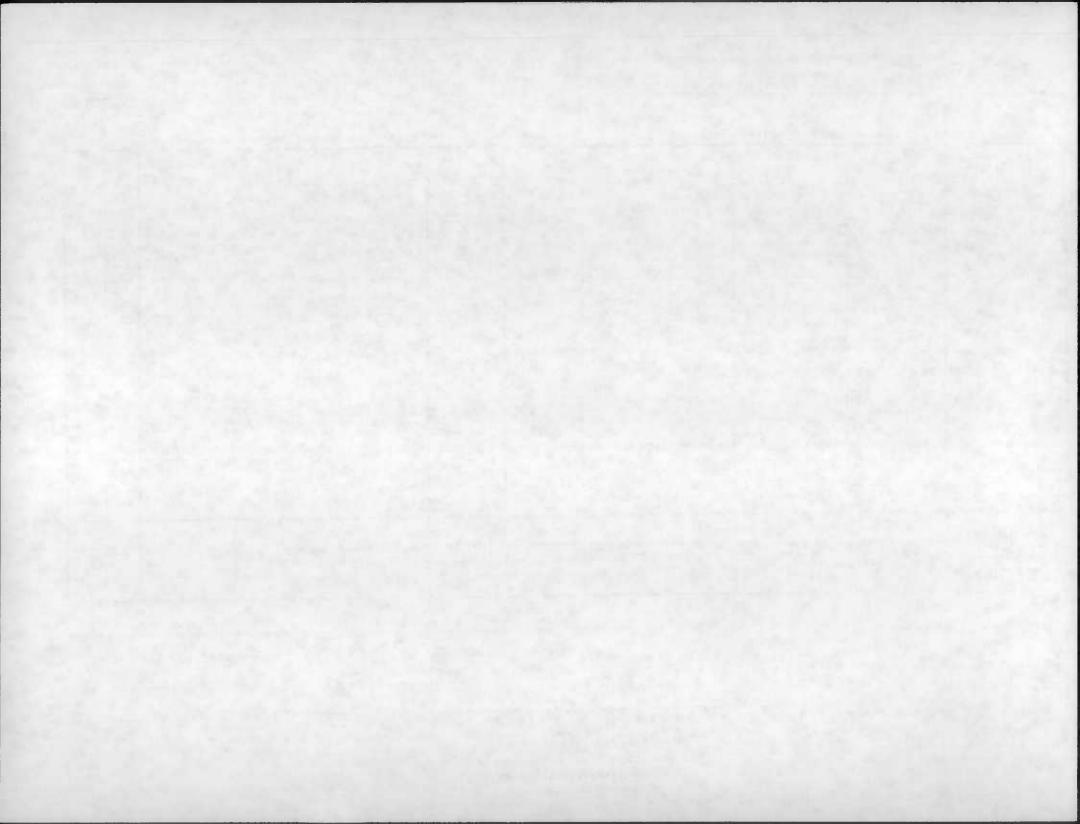
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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

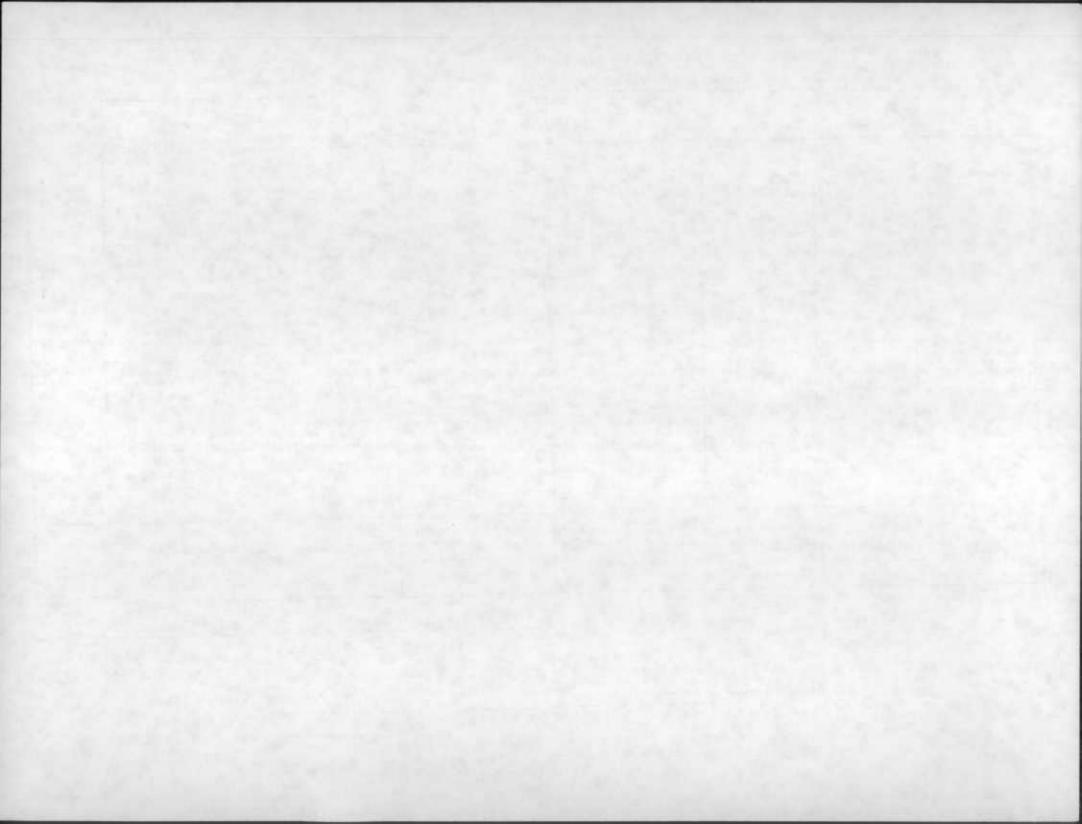
	COURT COL	NTY	DATE		(,	10	
Series	Description of Records	Autho	rization	Inclusive Dates of Records Destroyed			Method of
No.	Include Title and/or Form Number	Retention Schod, Na.	Item Na.		Valume (Cubic Foot)	Date of Destruction	Destruction (Recycle, shre fandfil, etc.
	TRAFFIC	975 Sec.IV	2 a&b	1990			
	Destruction Approved by Holl of Reco	ords Commission			Destruction Certific	ration	
Date	Ste	ate Archivist		Signature of Court	Official	Title	



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PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

	COURT COUNTY		DATE		/	113	
Sories No.	Description of Records	Authori	zotion	Inclusive			Method of
	Include Title and/or Form Number	Retention School No.	Item No.	Dotes of Records Destroyed	Yolume (Cubic Feet)	Date of Destruction	Destruction (Recycle, shre (and fill, etc
*							
	CASES-JUDGMENT SUM CERTAIN	975 Sec.III	2	1990			
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	Destruction Approved by Hall of Records Com	nmission			Destruction Certific	otion	



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

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Series No.		Authori	zetien	Inclusive			Methodal
	Include Title and/or Form Numb	Description of Records clude Title and/or Form Number Retention Sched. No. No.		Deter of Records Destroyed	Valume (Cobic Feet)	Date of Destruction	Destruction (Recycle, shred, landfill, etc.)
	ADMINISTRATIVE RECO	RDS 975 Sec.I	1	1990			
							6

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

Rev. 10/83 DGS-550-9

