

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 Montgomery County
 Court County

532

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

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

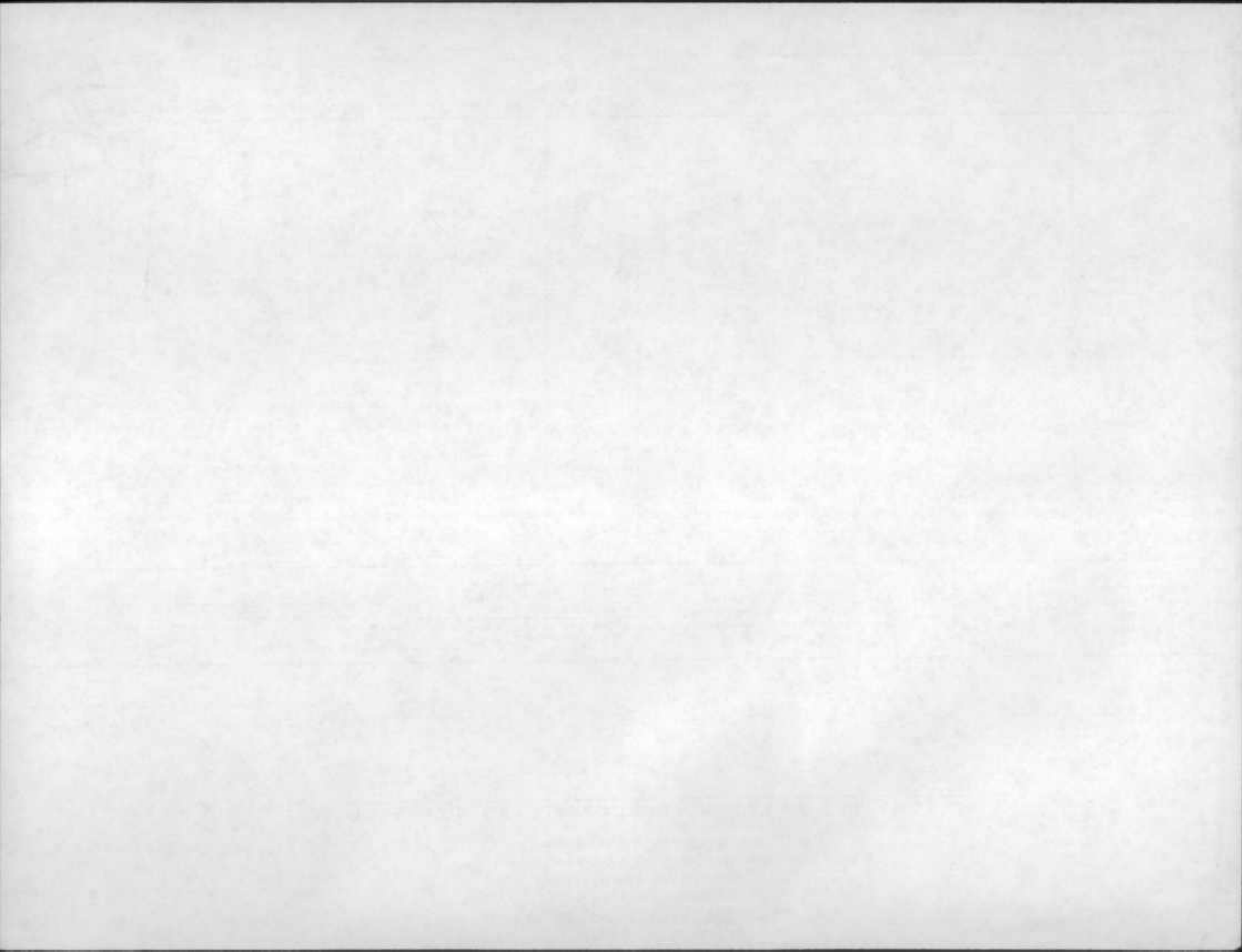
State Archivist

Signature of Court Official

Title

Date





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

1064 1076

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

DISTRICT COURT RECORDS CENTER

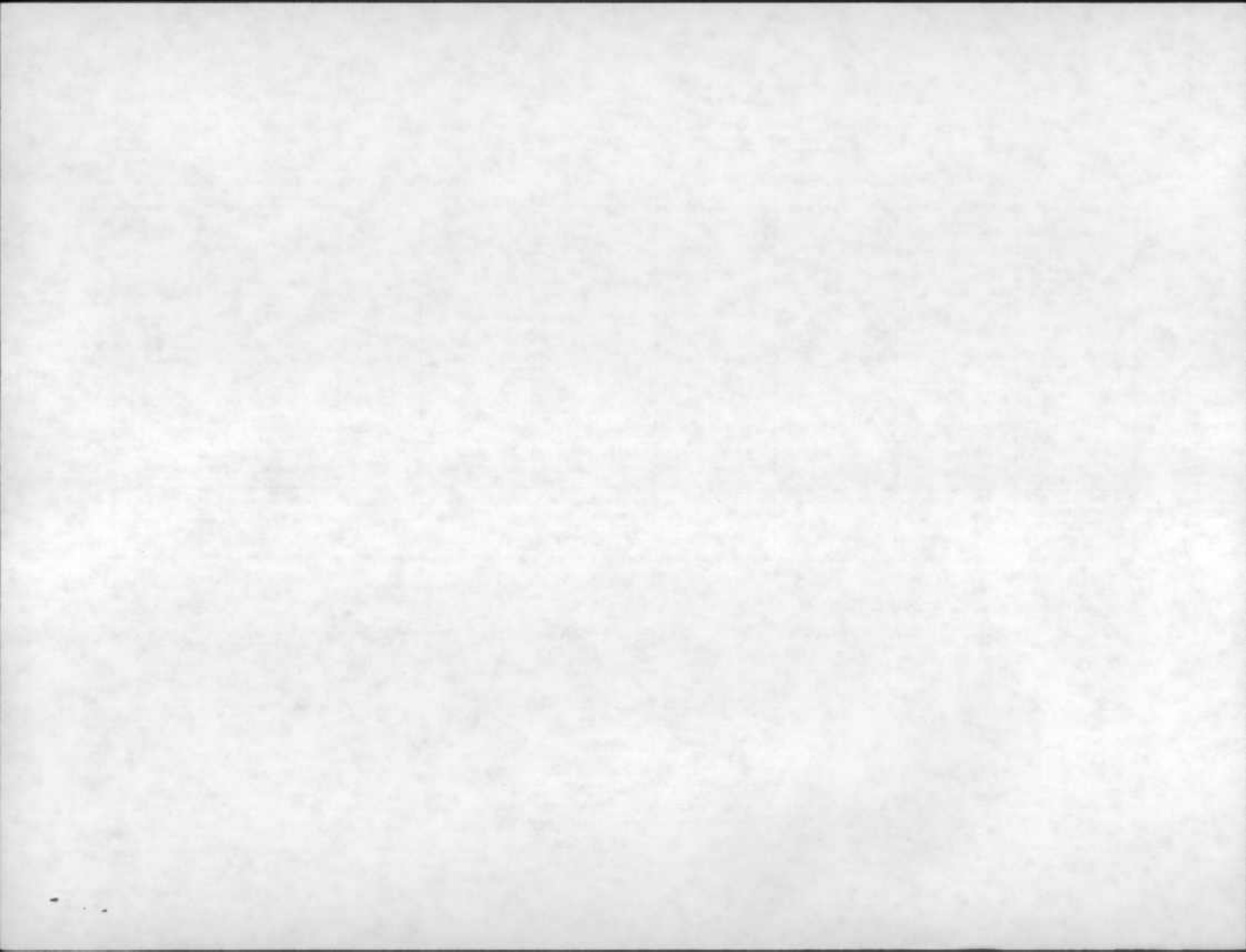
COURT COUNTY DATE CUSTODY OF RECORDS AT TIME OF DESTRUCTION

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 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

1628

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Md. Montgomery 11/1/96 90A62 Dist. #6
 COURT COUNTY DATE 90A61

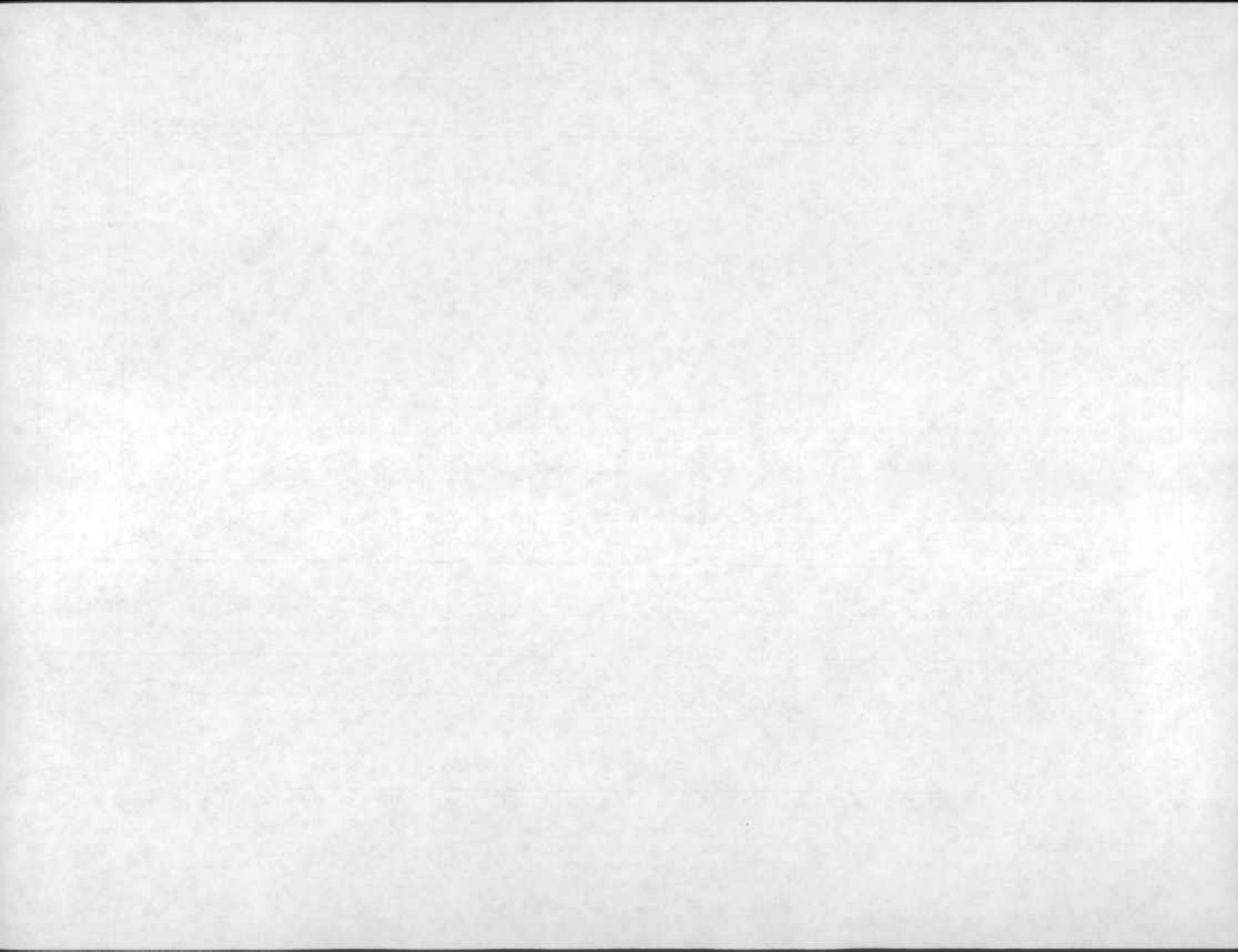
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil J Boxes stripped material only	975	Sec II	1979	27		
	Civil J. Boxes Stripped material only	975	Sec II	1978	18		

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

1054

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

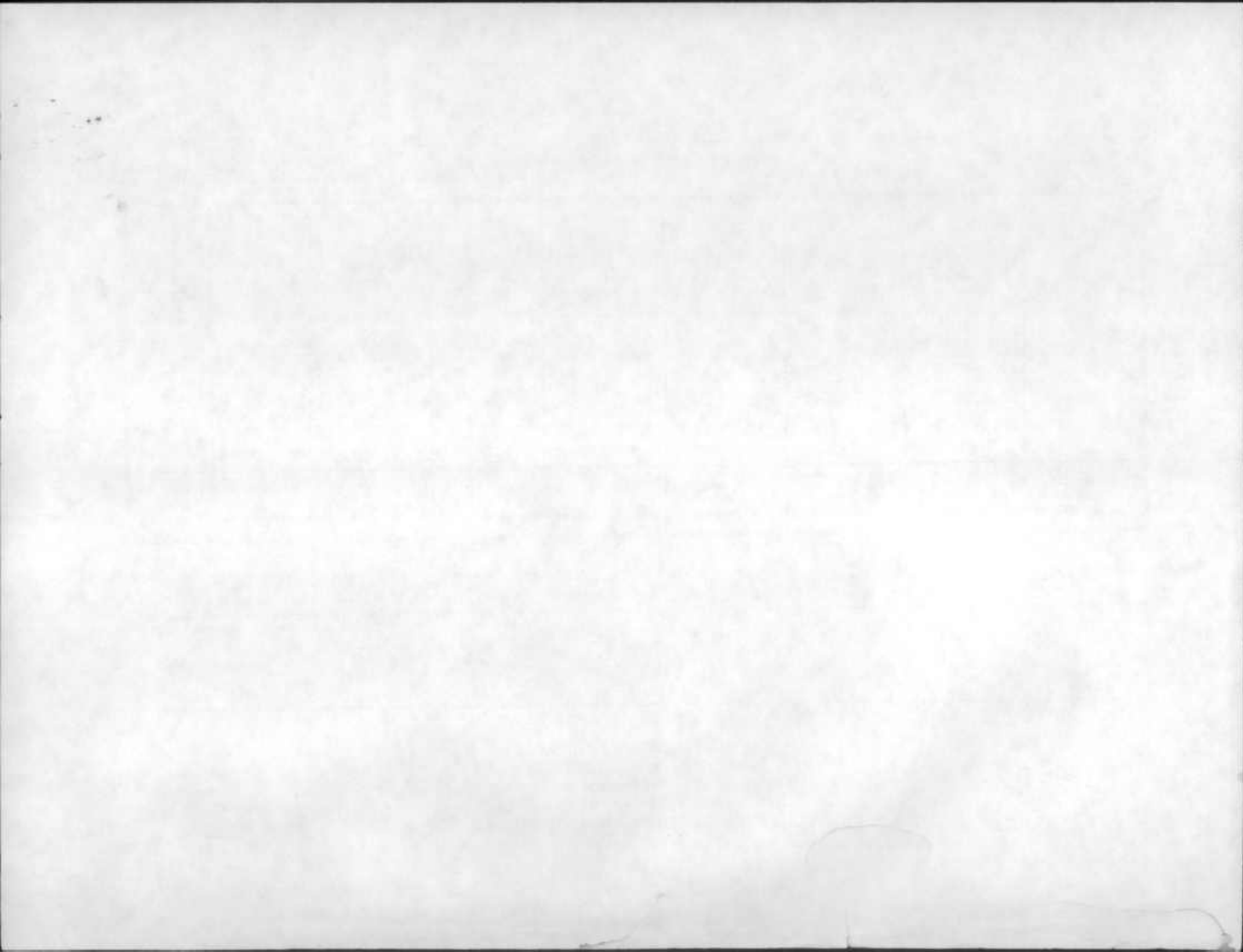
Date

State Archivist

Signature of Court Official

Title

Date



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

1064

2 of 6

P R O P O S A L A N D C E R T I F I C A T E O F R E C O R D S D E S T R U C T I O N

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

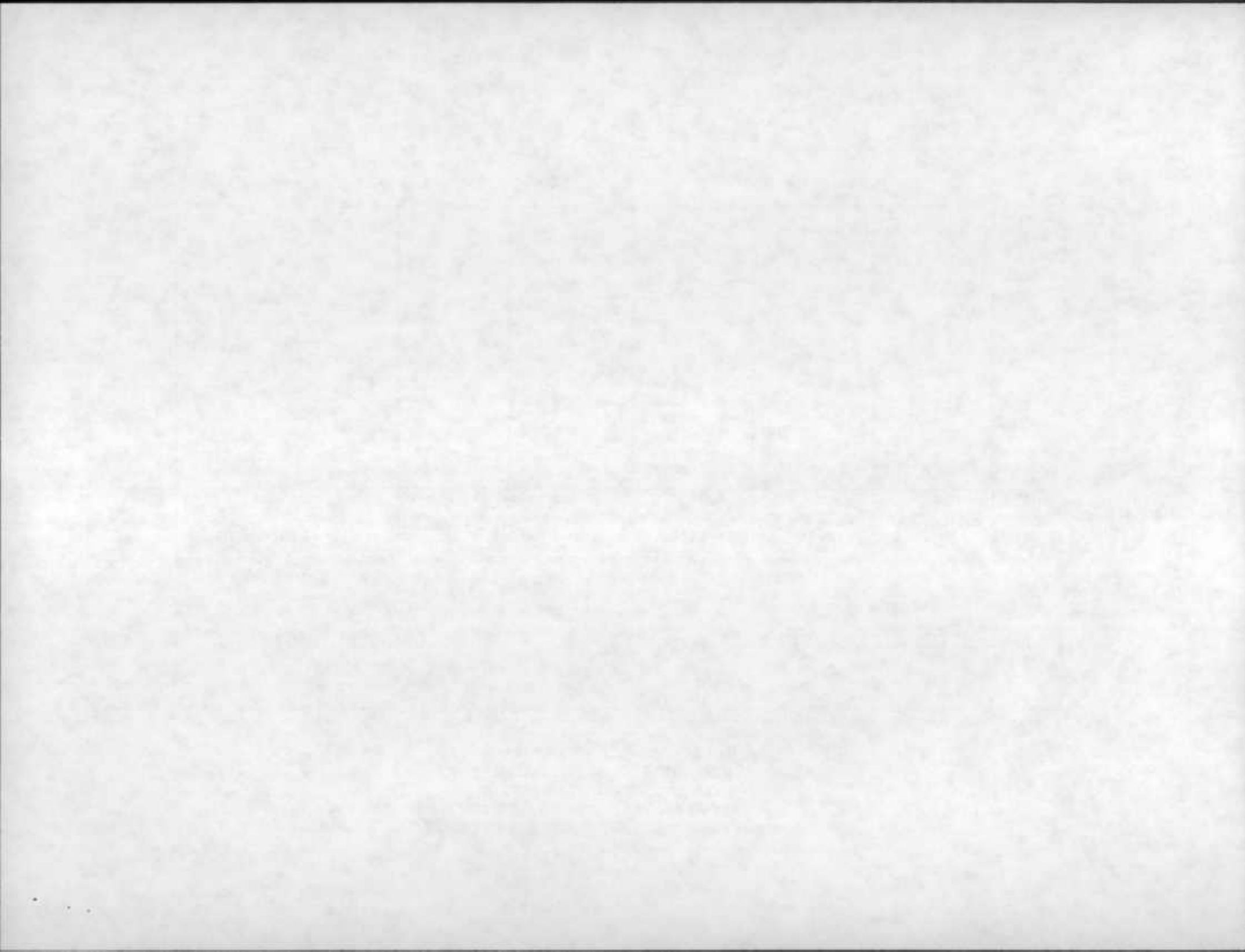
Date

State Archivist

Signature of Court Official

Title

Date



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 Montgomery #6 4/21/87

 COURT COUNTY DATE

174

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

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

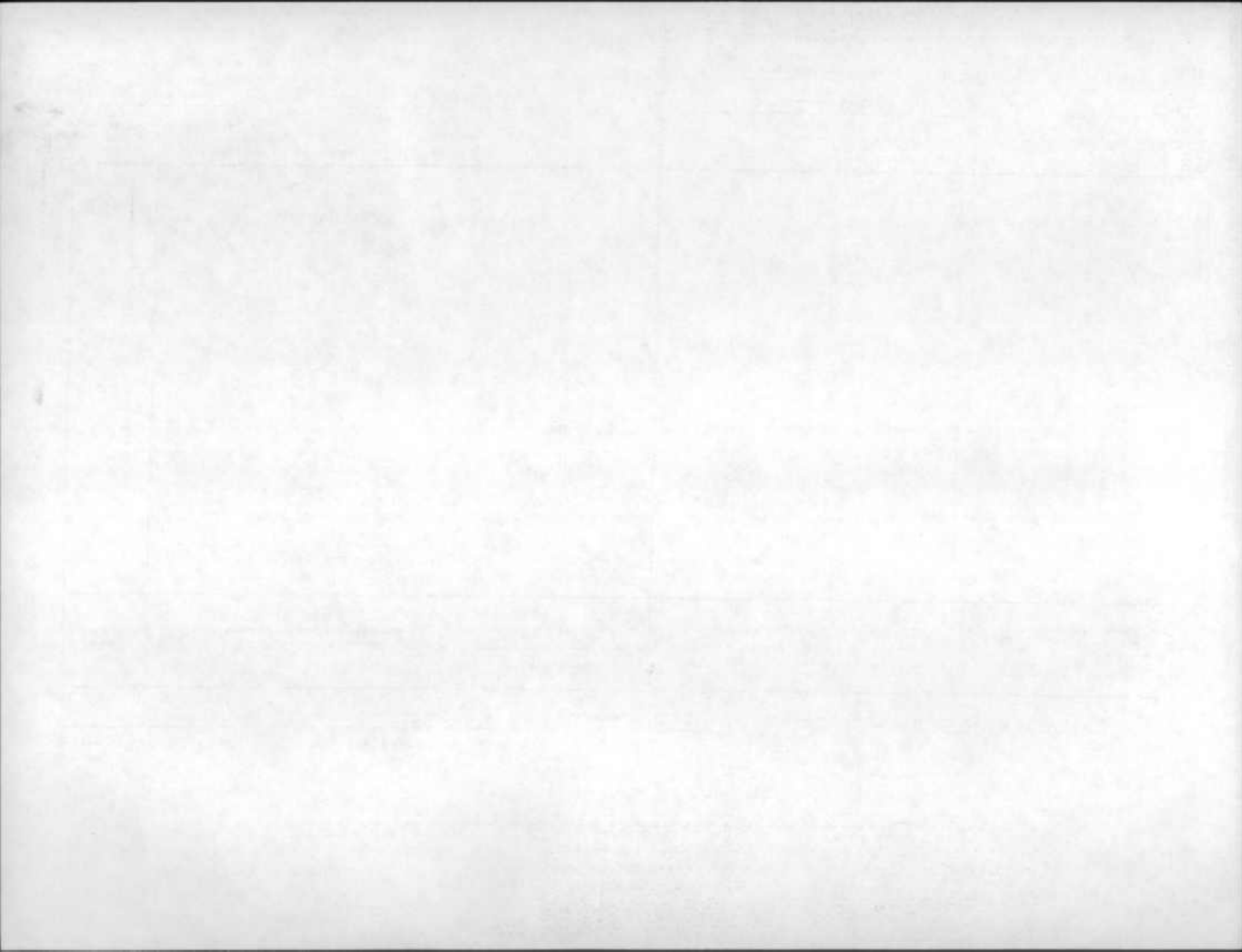
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

90A93

728

District Court #6

Montgomery County

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1981 Civil Files				188		

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
 Treasury Building, Rm. 302
 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Sixth District Court Montgomery

Court

County

132

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Records - 1981	975	Sec IV Item a & b	1981	103		
	To be Stripped						

Destruction Approved by Hall of Records Commission

Destruction Certification

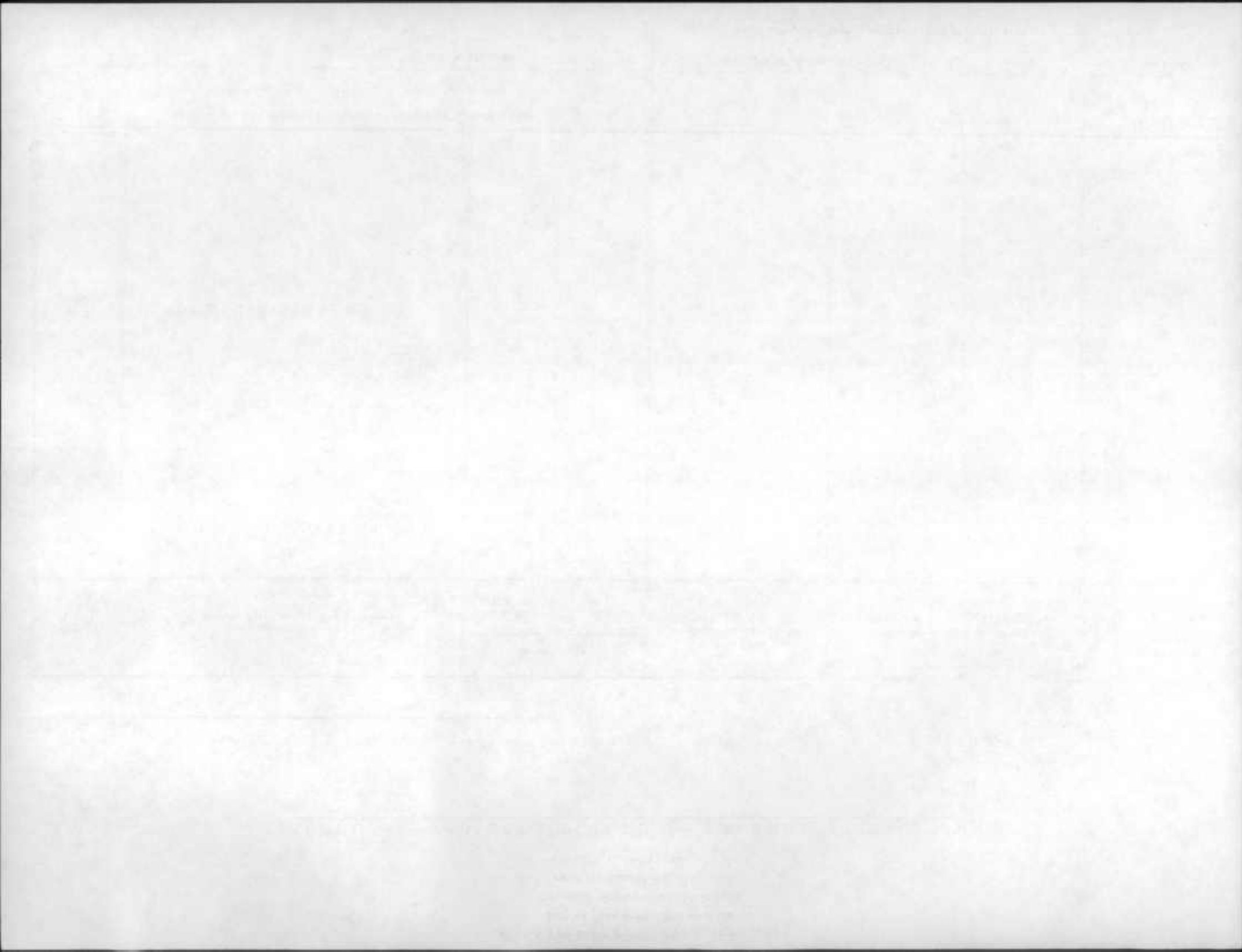
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

109

DISTRICT COURT OF MARYLAND # 6 MONTGOMERY
 Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Electronic Recordings ADULT COURTROOM TAPES 1982	975	Sec. IV Item a+b		69		

Destruction Approved by Hall of Records Commission

Destruction Certification

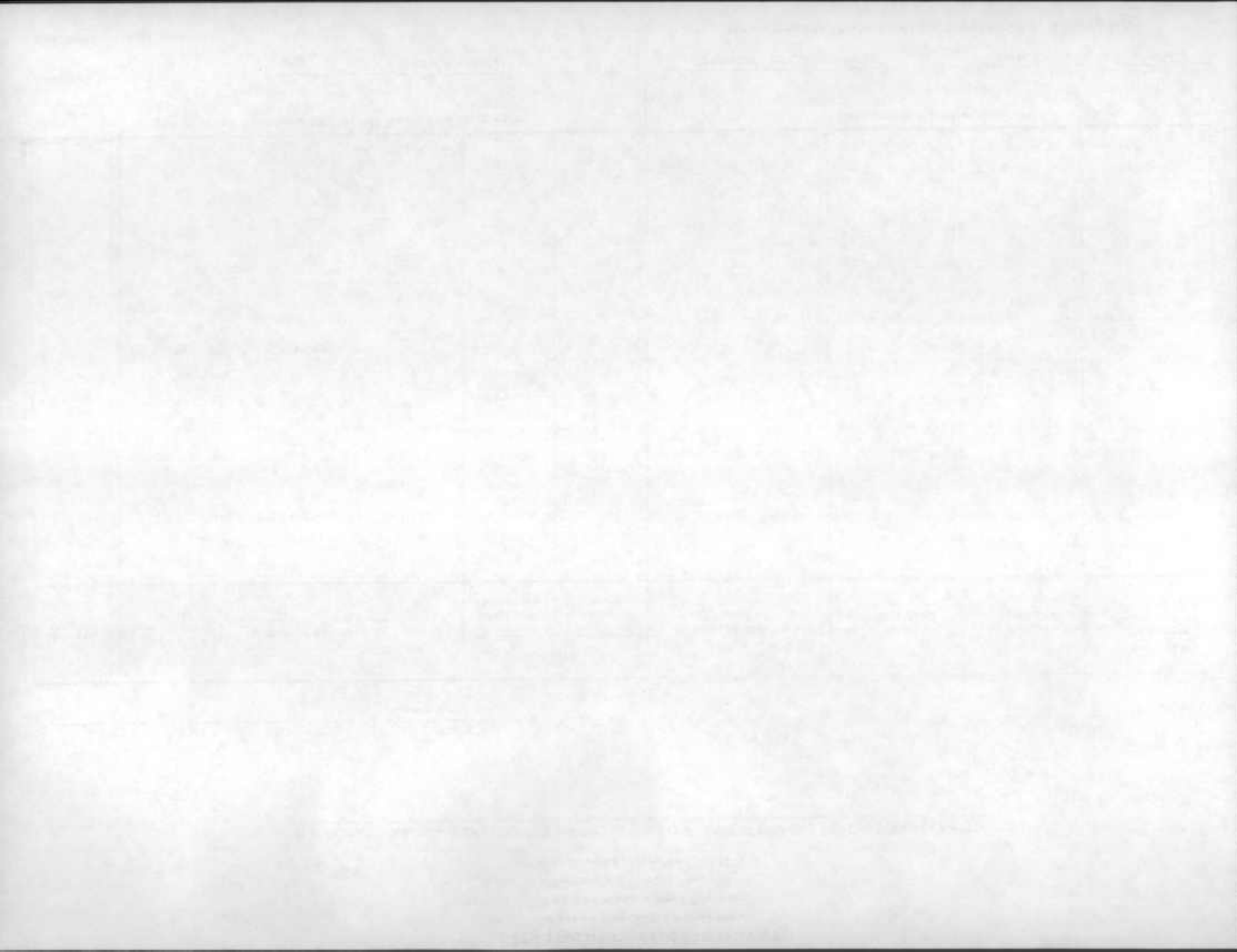
State Archivist

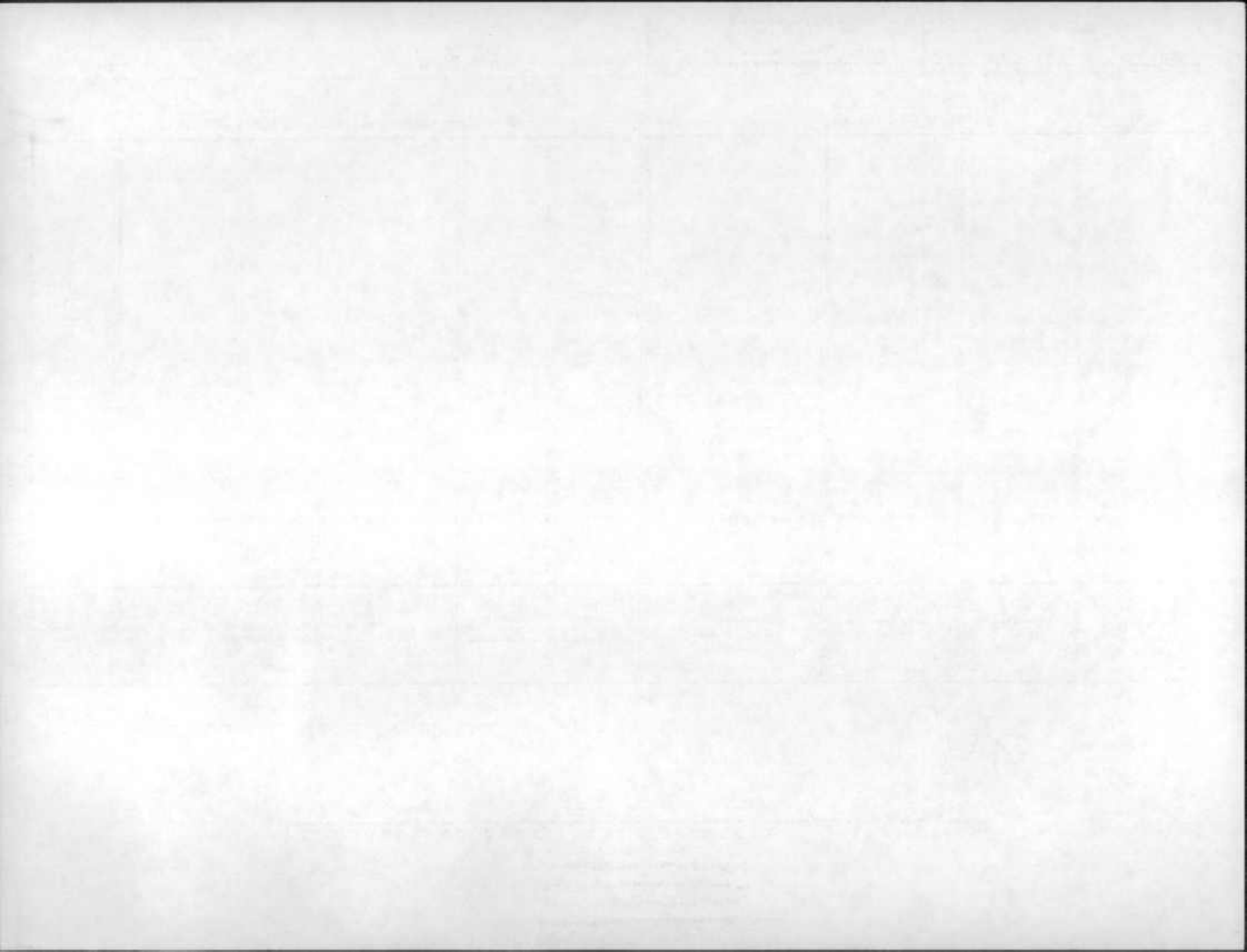
Signature of Court Official

Title

Date







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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

136

Montgomery Court District Court #6 County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Electronics Recordings ADULT COURTROOM TAPES 1 9 8 3				69		

Destruction Approved by Hall of Records Commission

Destruction Certification

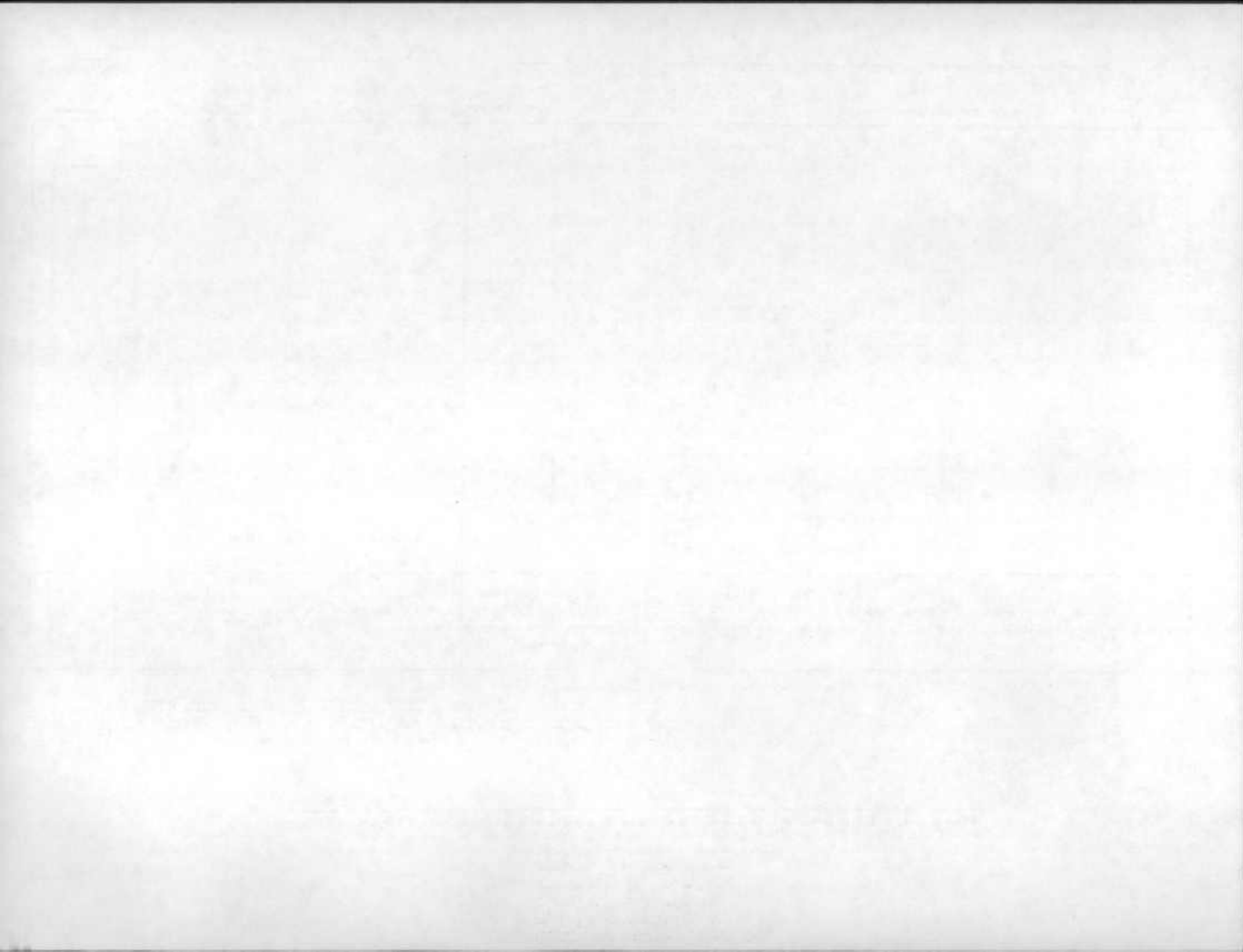
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court Montgomery #6 4/21/87

 COURT COUNTY DATE

175

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>ACCOUNTING RECORDS</u>	975 Sec.V	Item a	1981 thru 1983	29		

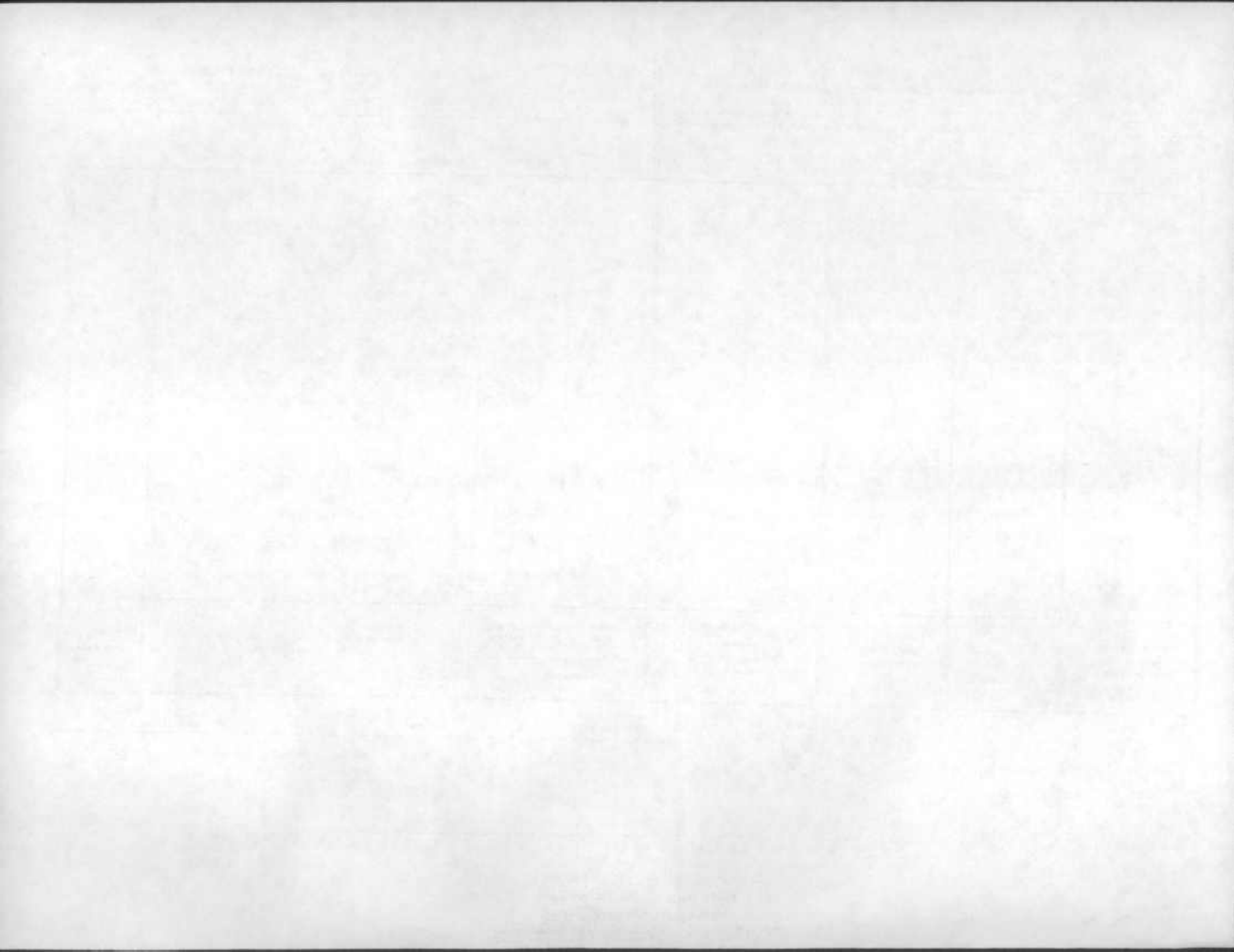
Destruction Approved by Hall of Records Commission

Destruction Certification

_____ _____
 Date State Archivist

_____ _____ _____
 Signature of Court Official Title Date

Instructions for Preparation and Submission on Reverse Side



DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
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 Annapolis, Maryland 21401

92 A60

RECORDS

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

OCT 18 1983

DISTRICT COURT

#6 District Court Montgomery
 Court County

957

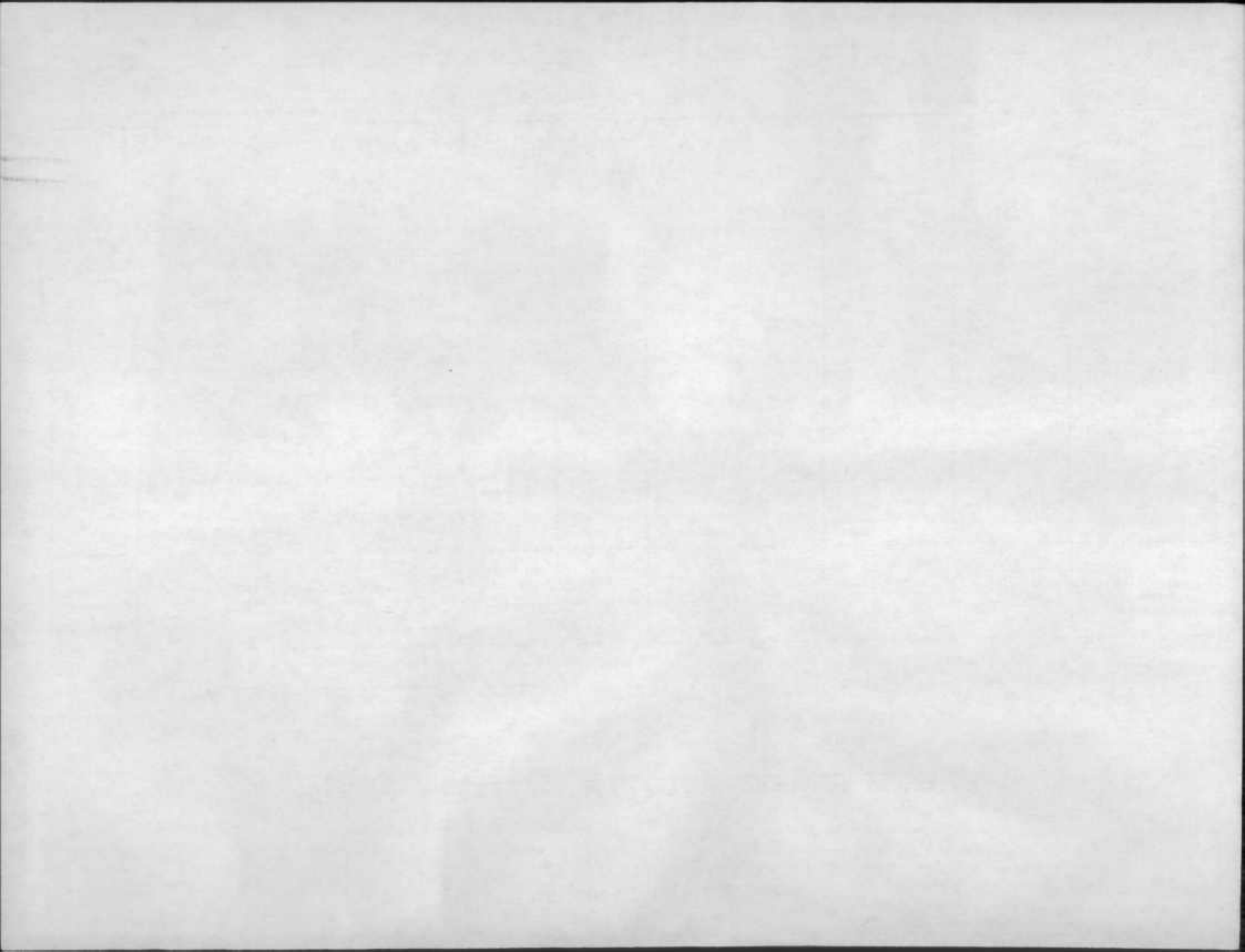
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Traffic Docket 7-1 thru -7-29 1983 4-27-84 5-16 thru 5-31 1983 micro film thru away				3		

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
 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 Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Electronic Recordings (1984) to be degauged			17362-22618	53		

Destruction Approved by Hall of Records Commission

Destruction Certification

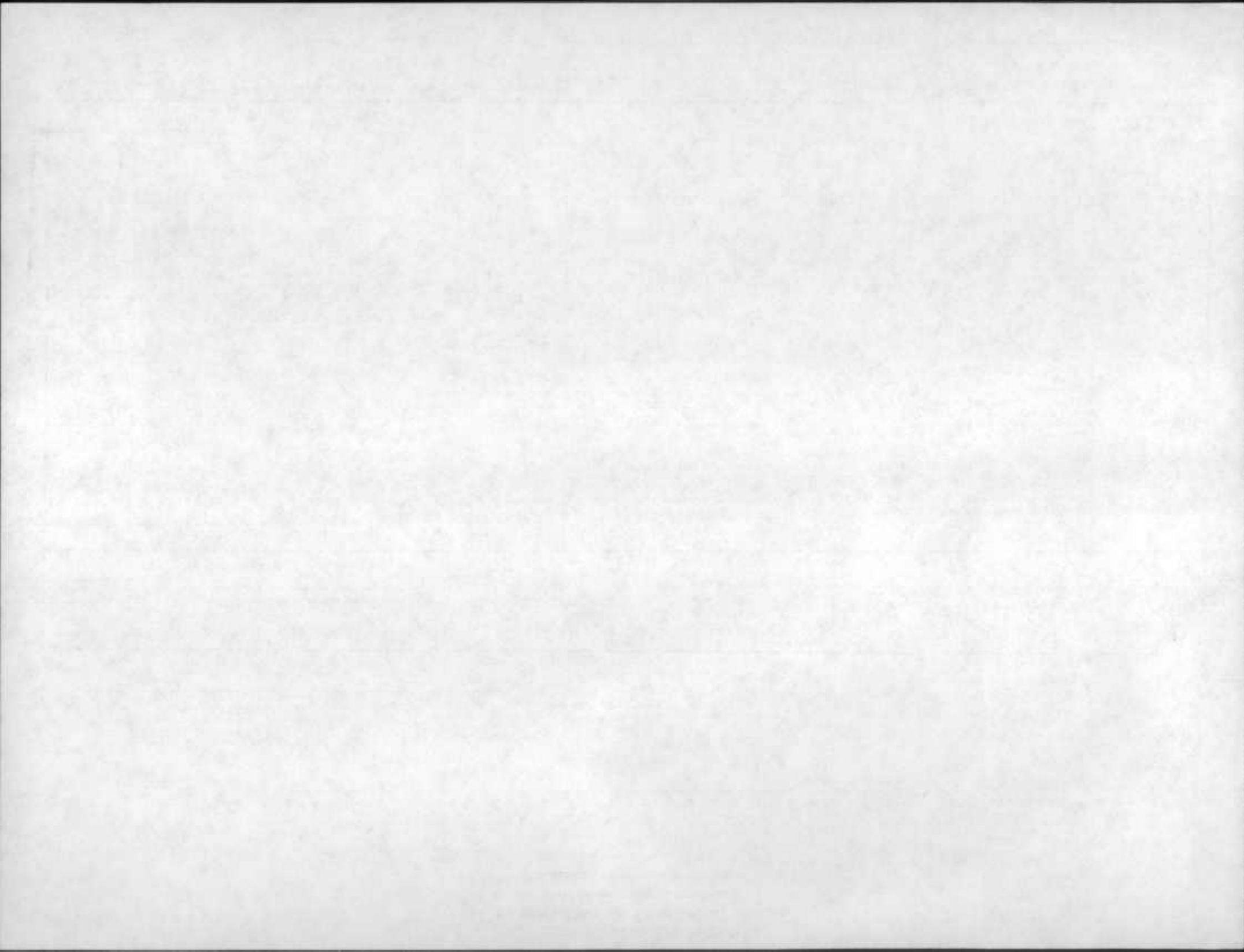
Date

State Archivist

Signature of Court Official

Title

Date



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

1064

3 of 6

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

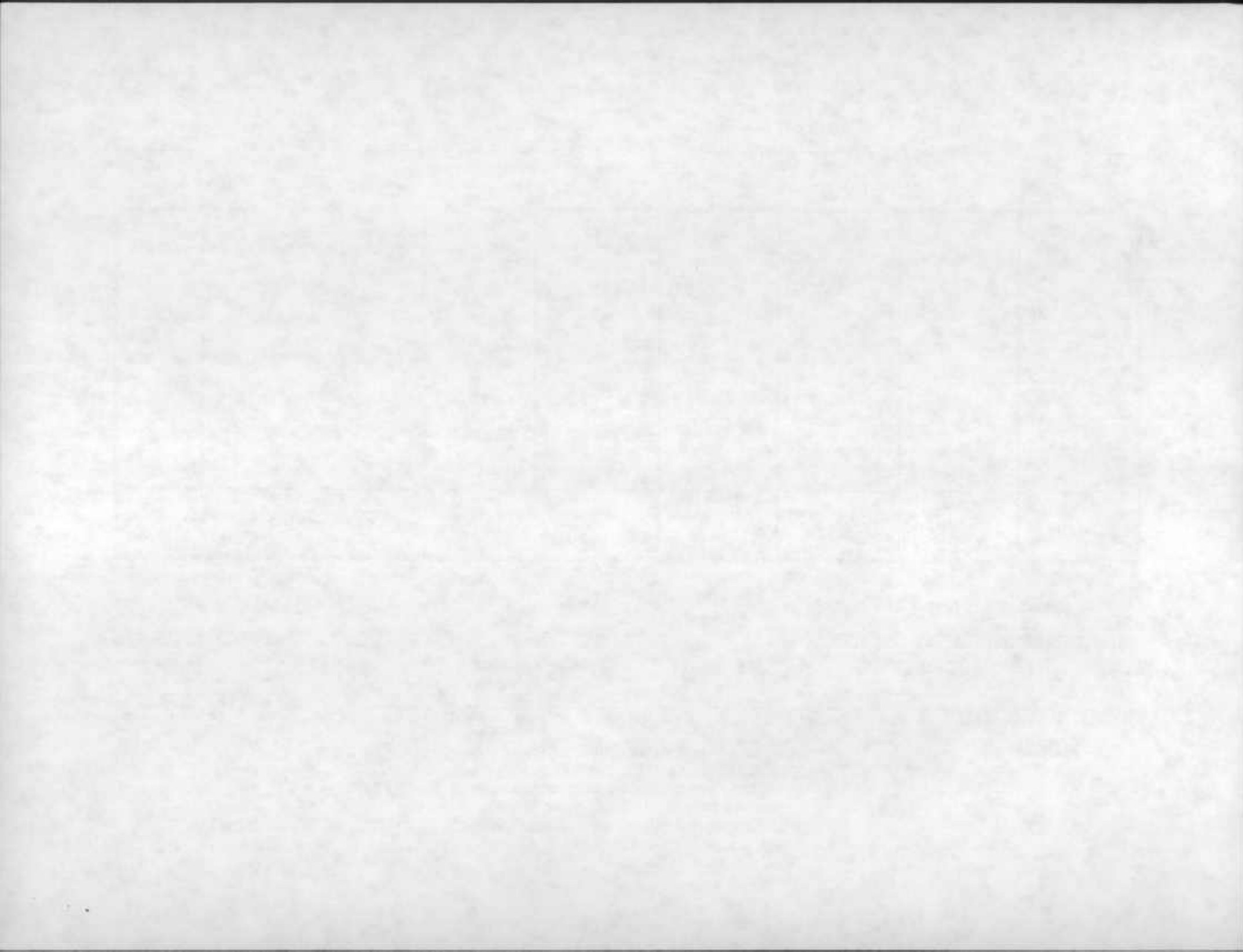
Date

State Archivist

Signature of Court Official

Title

Date



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
 Court

Montgomery
 County

499

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

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

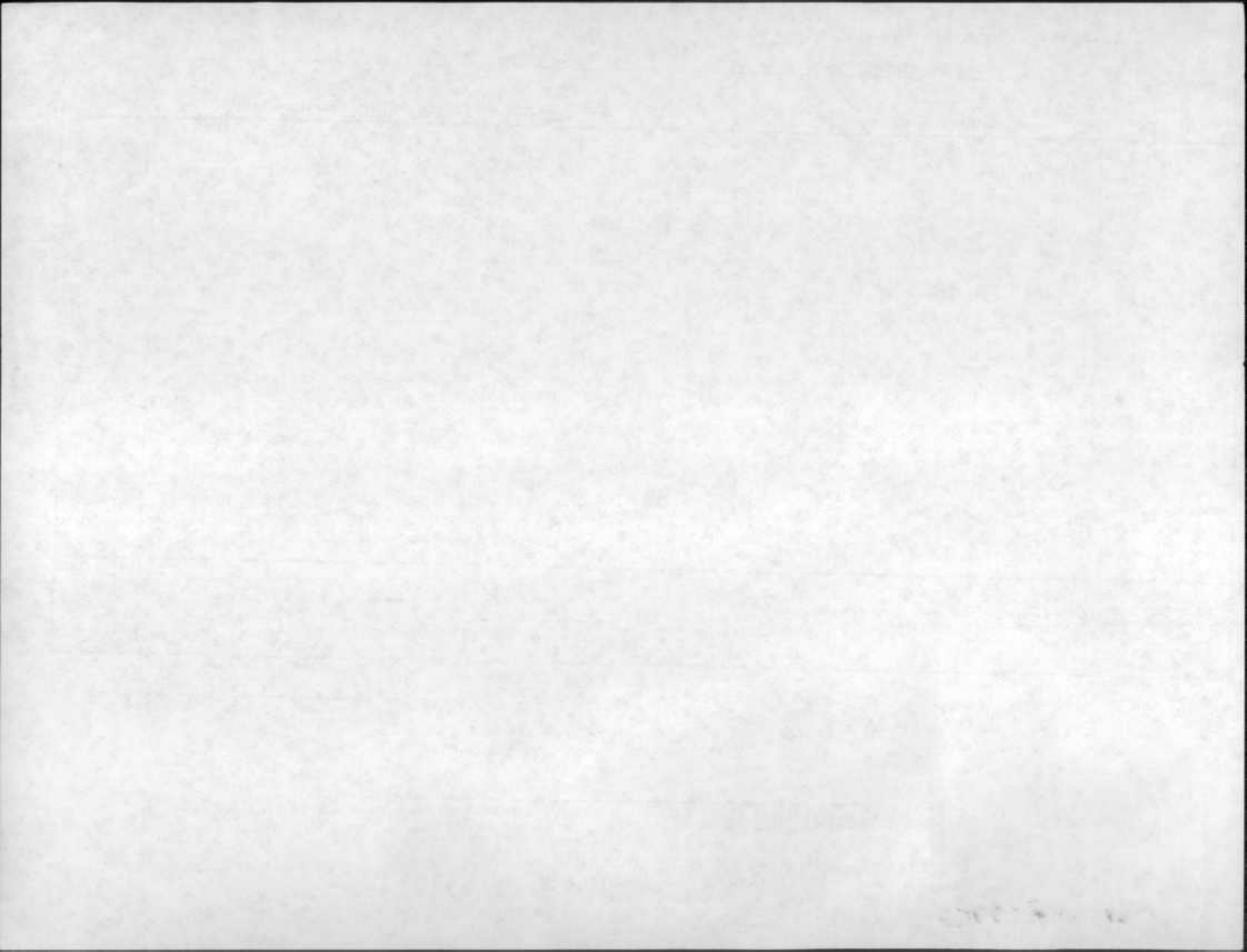
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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

1064

476

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

DISTRICT COURT RECORDS CENTER

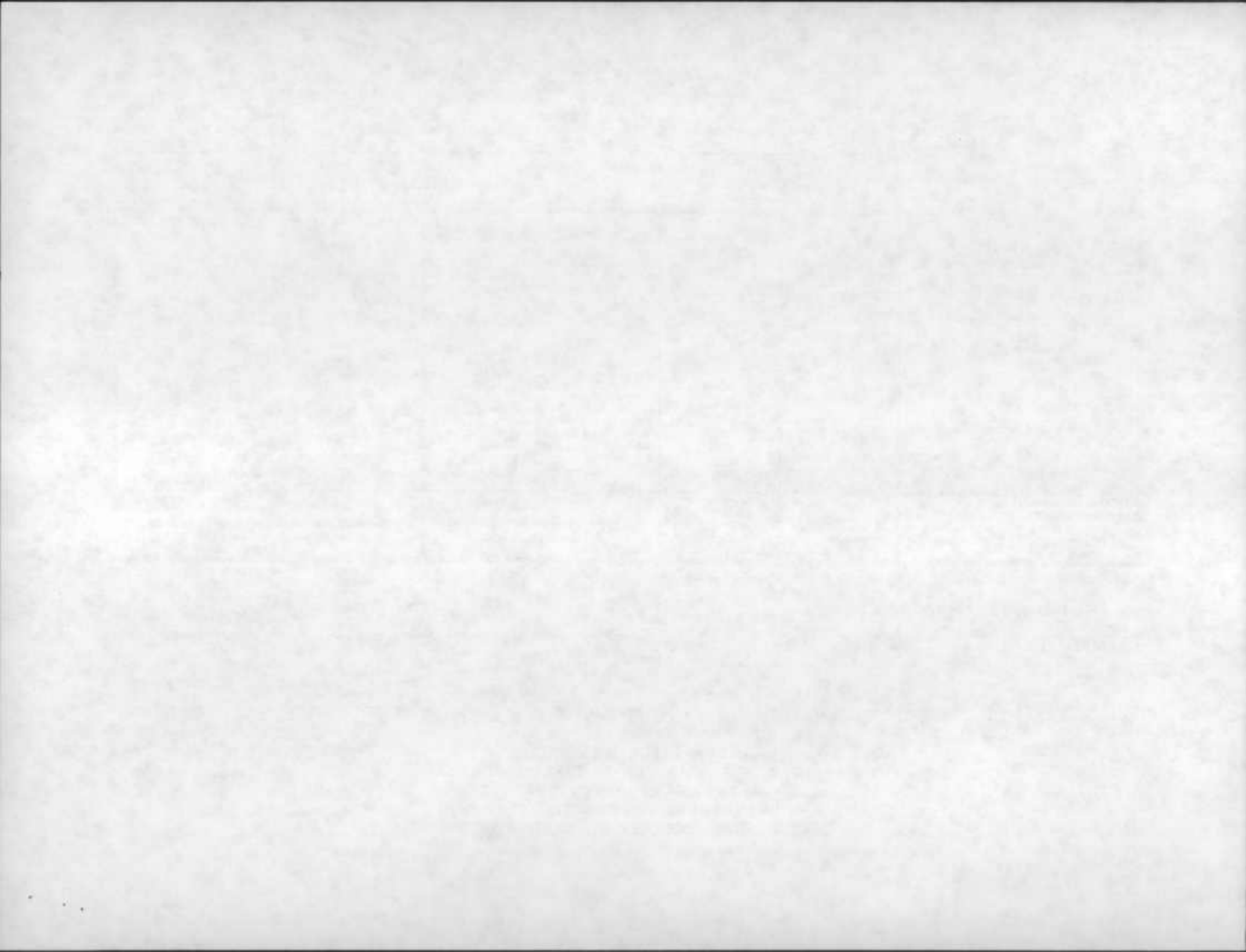
COURT COUNTY DATE CUSTODY OF RECORDS AT TIME OF DESTRUCTION

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, landfill, etc.)
	TRAFFIC DOCKETS TO BE MICROFILMED AND DESTROYED	MD DISTRICT 1299	RULE	1985	31	ASAP	

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
 Treasury Building, Rm. 302
 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

647

District Court - Juvenile Division Montgomery
Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Tapes - Reel to Reel (to be degaussed)	975	6	1983-1986 49 Boxes			

Destruction Approved by Hall of Records Commission

Destruction Certification

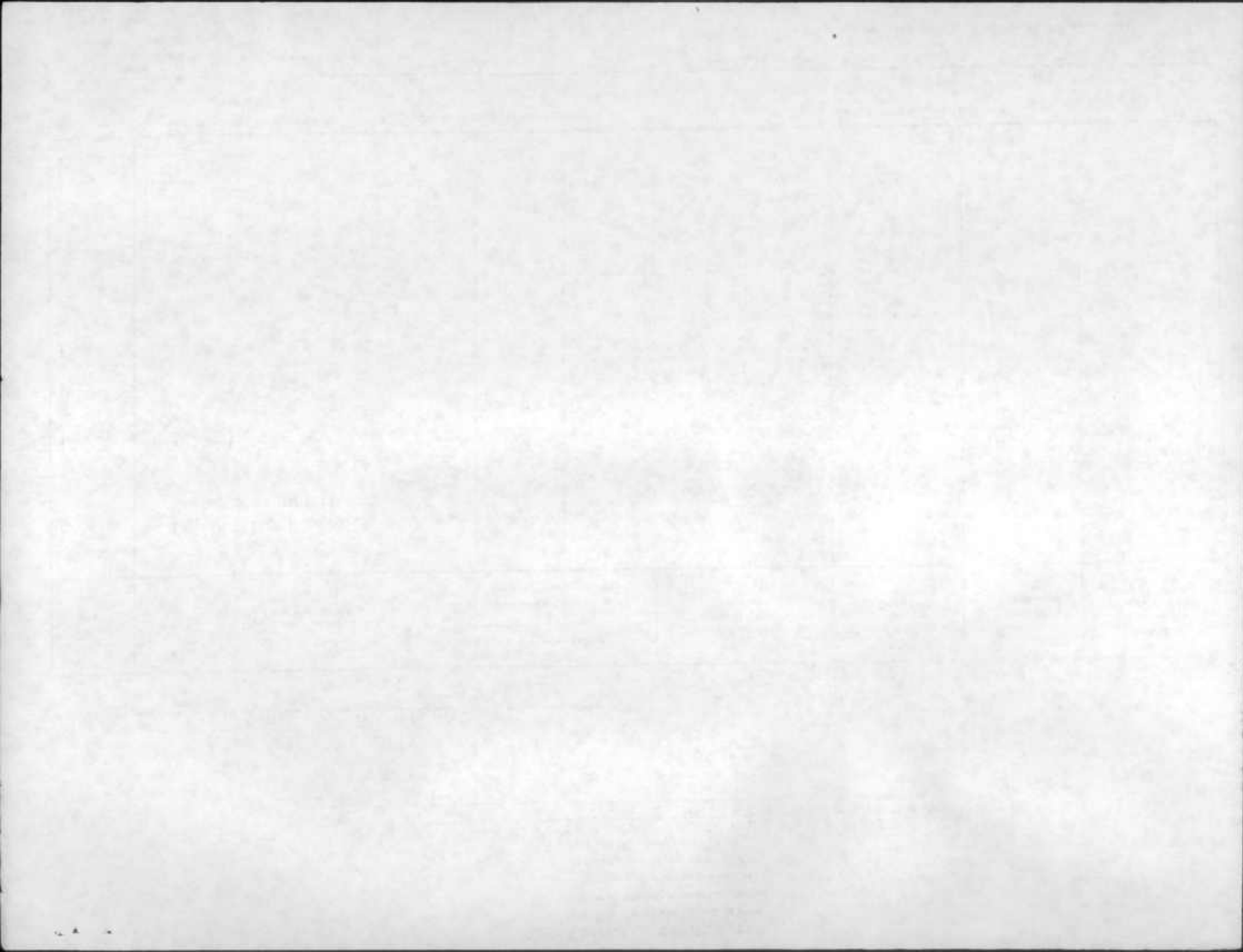
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

454

District Court #6
 Court

Montgomery
 County

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

Destruction Approved by Hall of Records Commission

Destruction Certification

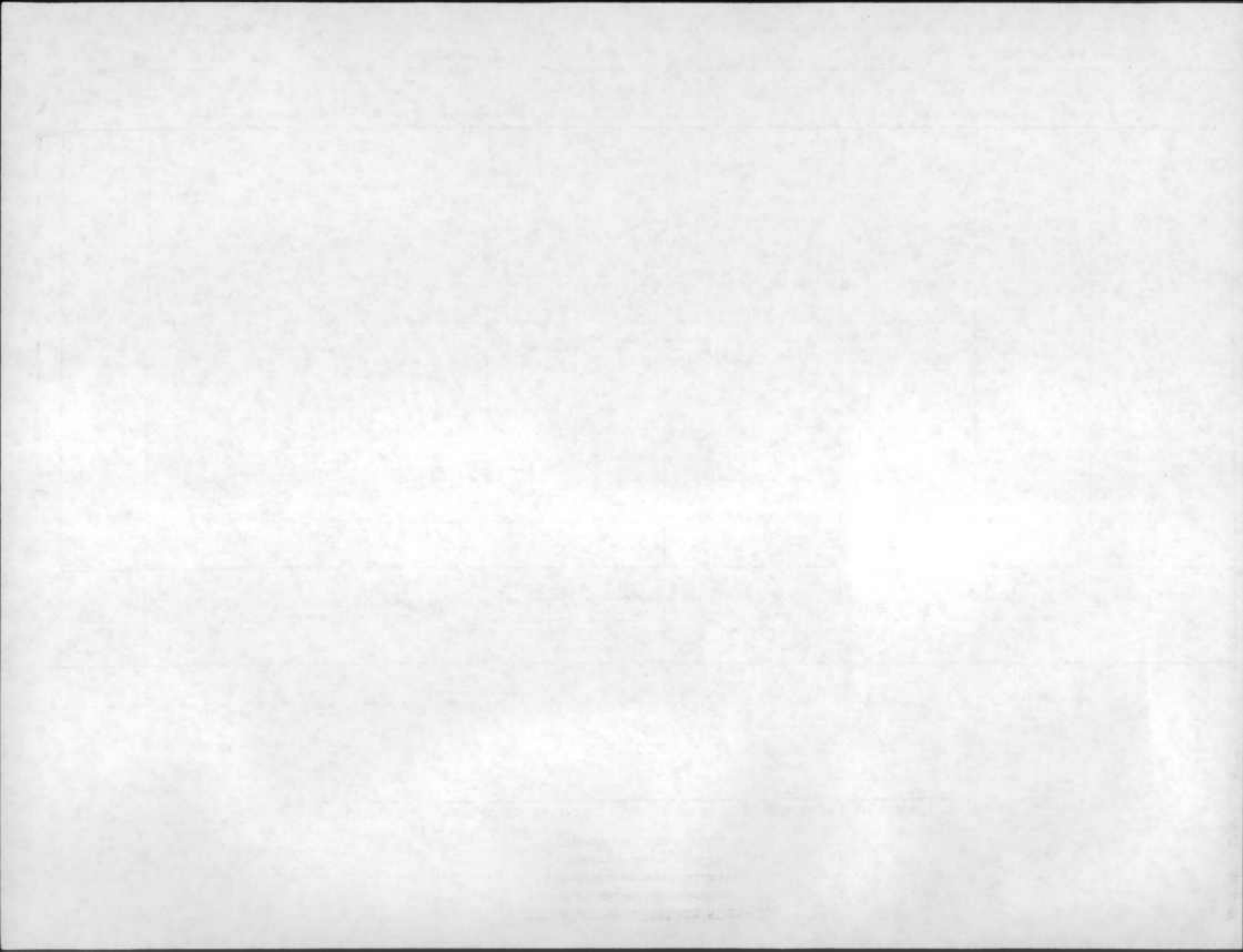
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #6

Montgomery

Court

County

769

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

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

(1044)

5 of 6

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	1986	25	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

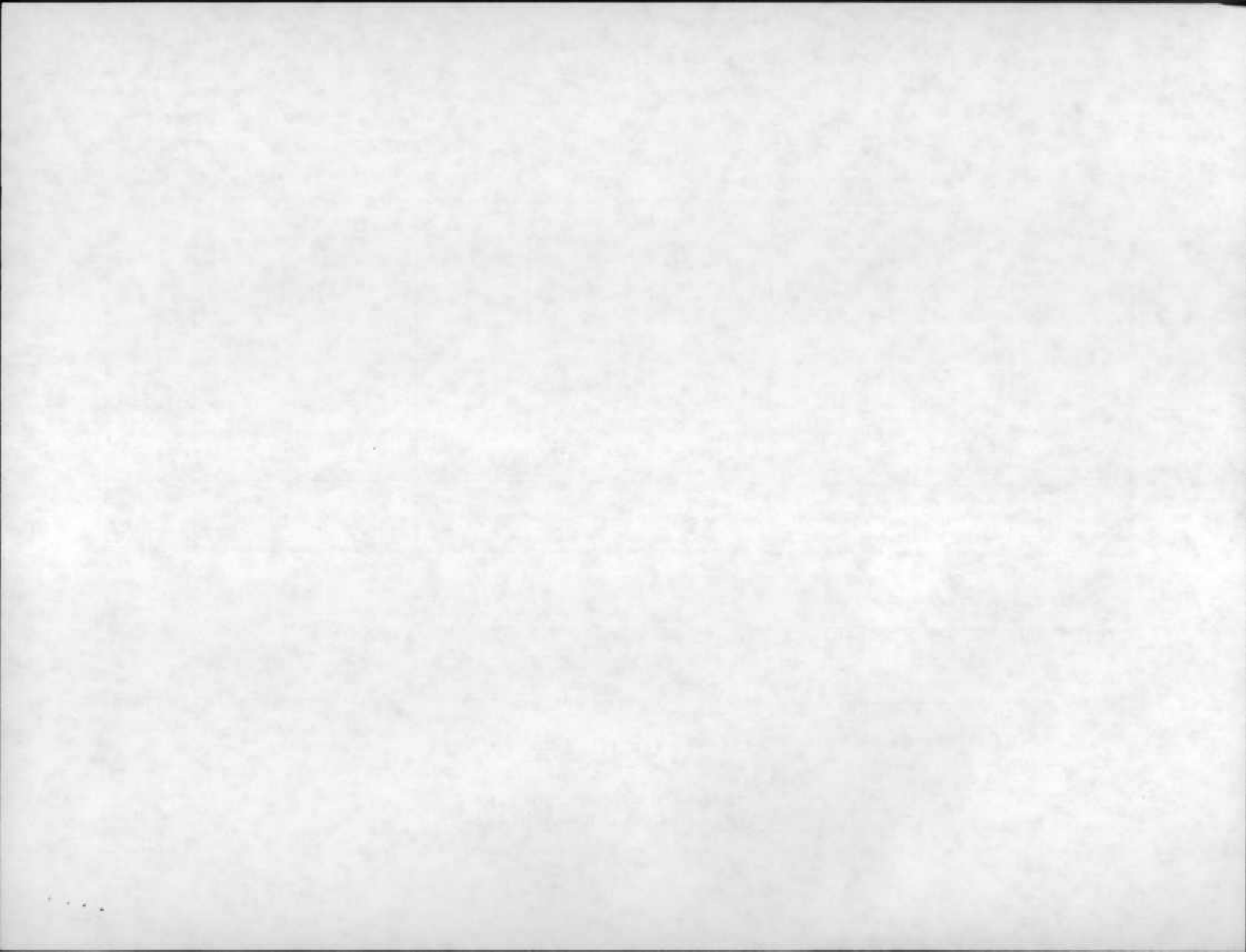
_____ Date

_____ State Archivist

_____ Signature of Court Official

_____ Title

_____ Date



DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
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 Annapolis, Maryland 21401

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery
 Court County

647

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Juvenile Case Folders	975	6	DOB-1964	30-40 boxes		

Destruction Approved by Hall of Records Commission

Destruction Certification

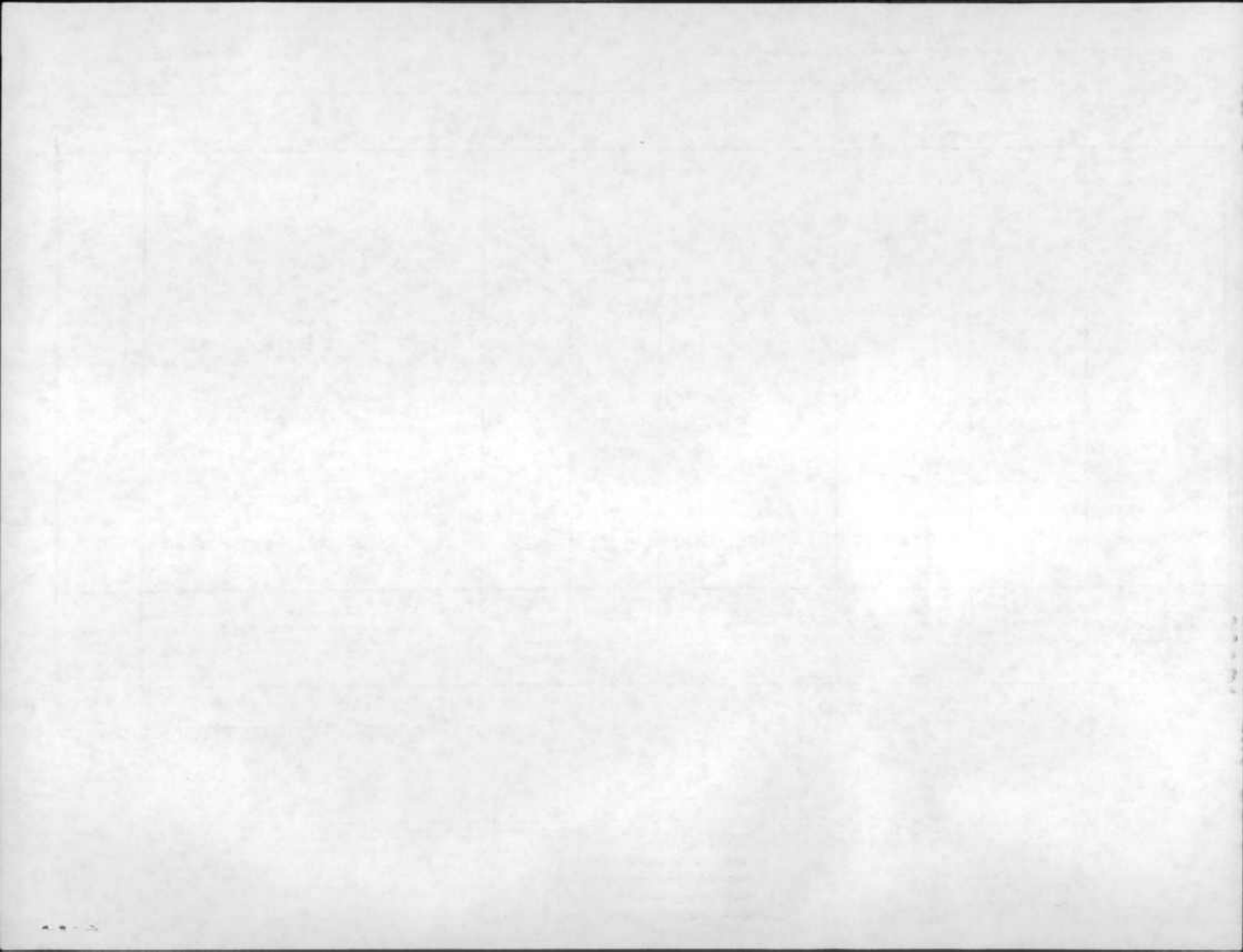
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

653

District Court - Juvenile Division - Montgomery

Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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 Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

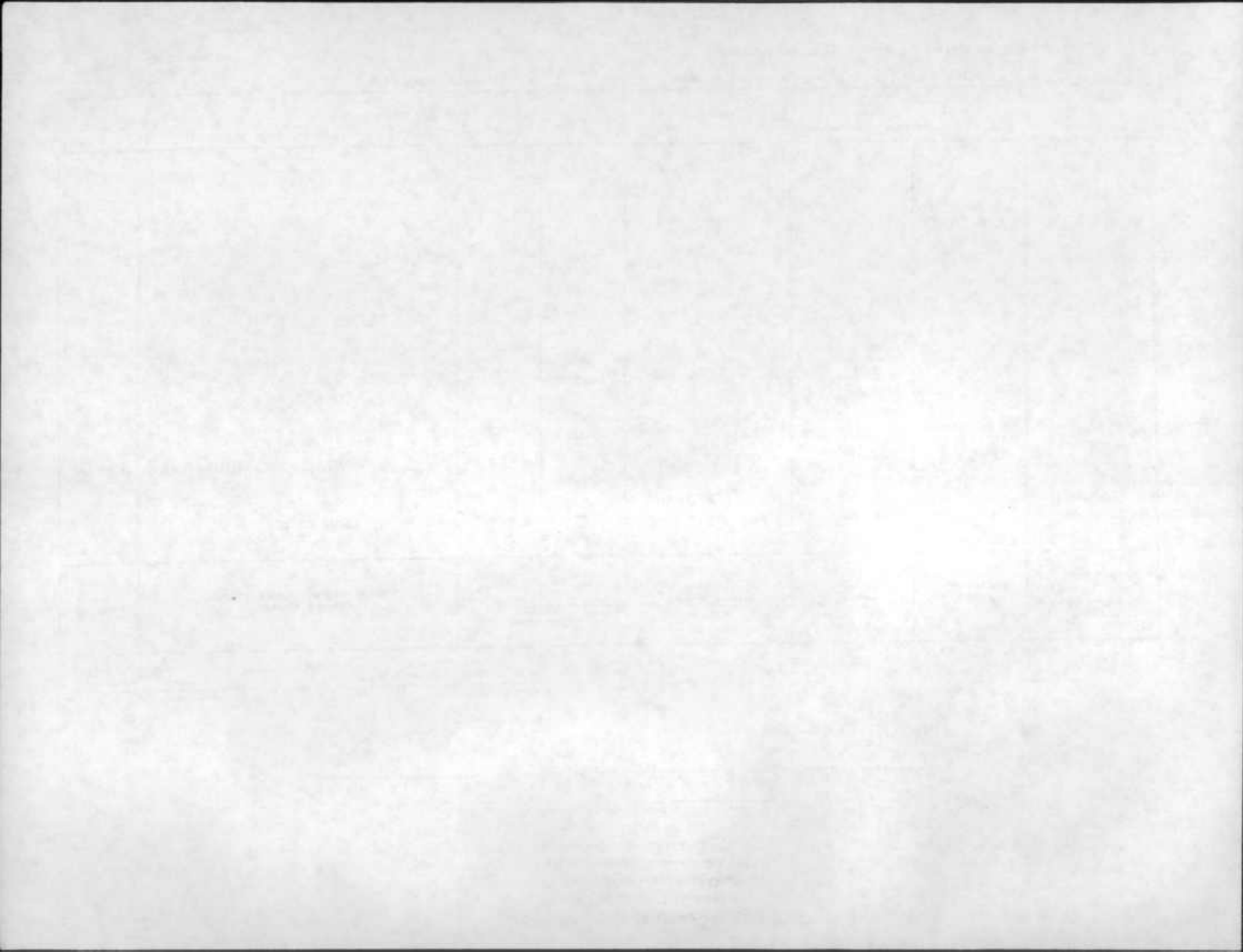
Signature of Court Official

Title

Date

DGS-RM-550-9

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

655

District Court - Juvenile Division Montgomery
 Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Juvenile Case Folders	975	6	DOB -1964 & 65	⁷⁷ 8 boxes	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

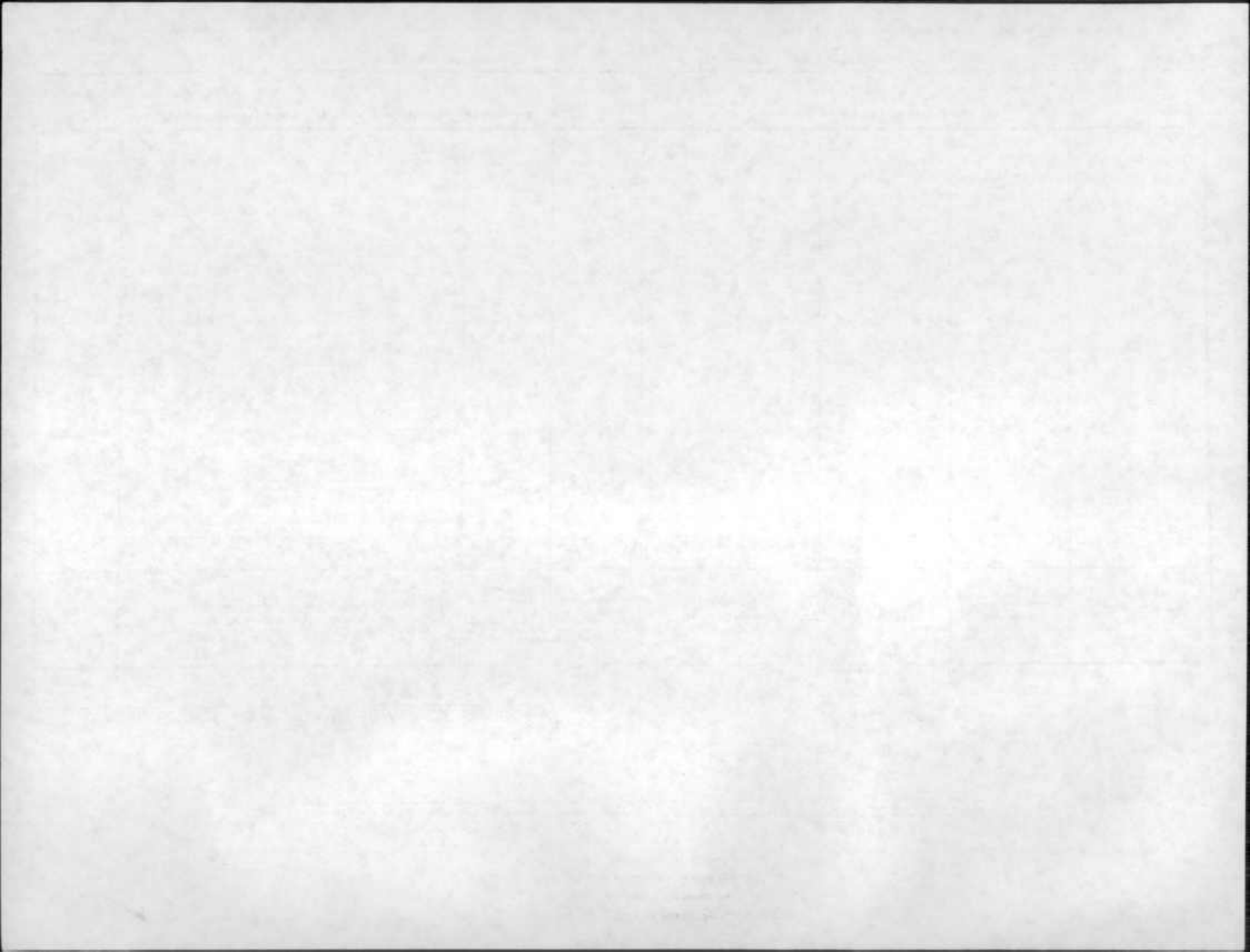
Date

State Archivist

Signature of Court Official

Title

Date



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

90A53

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court - Juvenile Division Montgomery
 Court County

658

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Juvenile Case Folders	975	6	DOB -1964 & 65	84 boxes 77 boxes corrected 4-24-90 BSH per phone call to Eddie W.	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

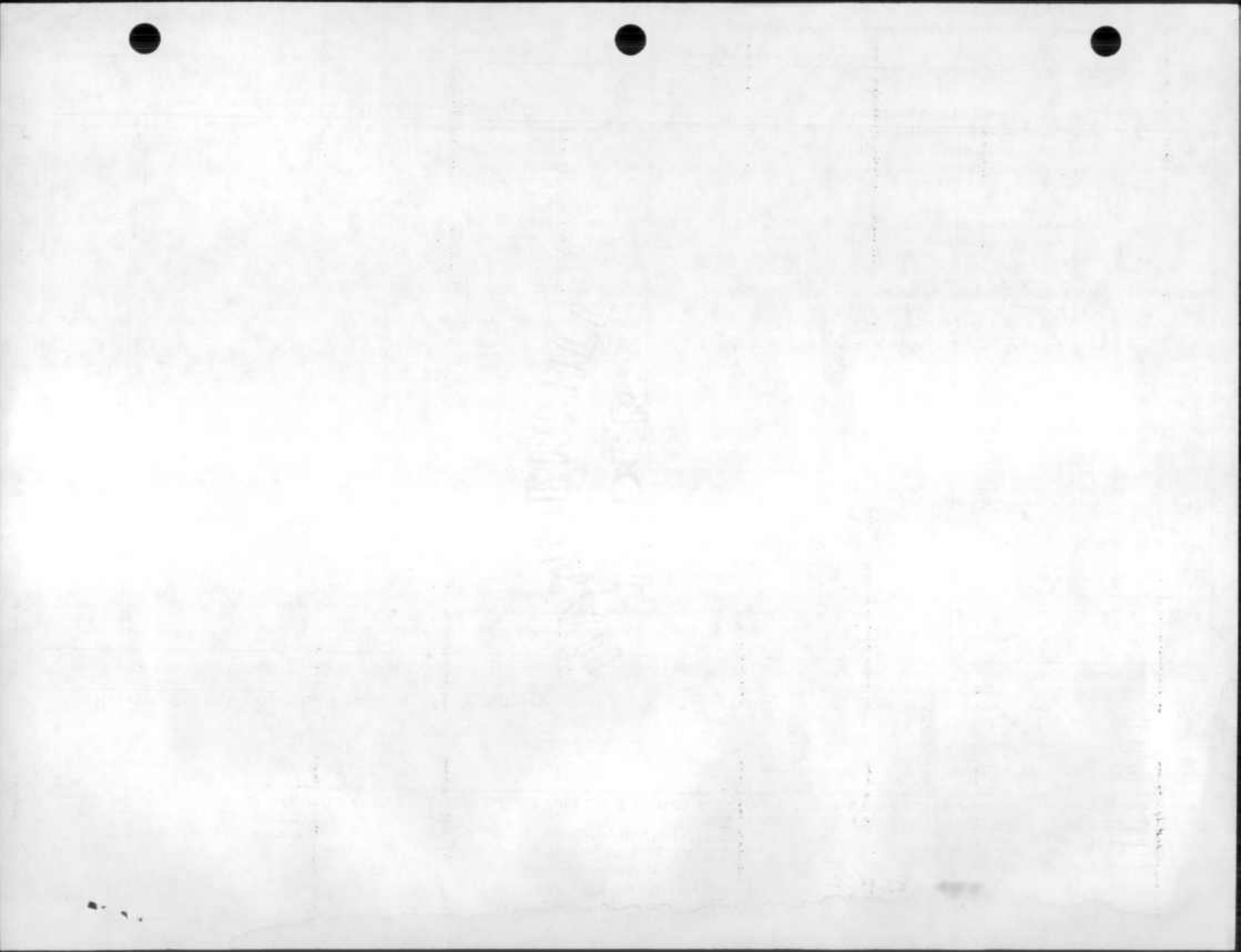
State Archivist

Signature of Court Official

Title

Date

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

8/4
 7/11

658

District Court - Juvenile Division Montgomery
 Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Juvenile Case Folders	975	6	DOB -1964 & 65	84 boxes 77 boxes corrected 4-24-90 BSL per phone call to Eddie W. [unclear]	ASAP	

*Shirley
 this is
 all we
 received*

Destruction Approved by Hall of Records Commission

Destruction Certification

State Archivist

Signature of Court Official

Title

Date



1. *[Faint handwritten text]*
 2. *[Faint handwritten text]*
 3. *[Faint handwritten text]*
 4. *[Faint handwritten text]*
 5. *[Faint handwritten text]*
 6. *[Faint handwritten text]*
 7. *[Faint handwritten text]*
 8. *[Faint handwritten text]*
 9. *[Faint handwritten text]*
 10. *[Faint handwritten text]*



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

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

AUG 2 1988

814

DISTRICT COURT

District Court of Maryland, Montgomery County
 Court County

← CUSTODY AT THE TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Accounting Records cancelled checks Check request forms Bank reconciliations cashier daily work Trial balance sheets ledger cards Comm receipts books Register tapes			1976 to 1987	140		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

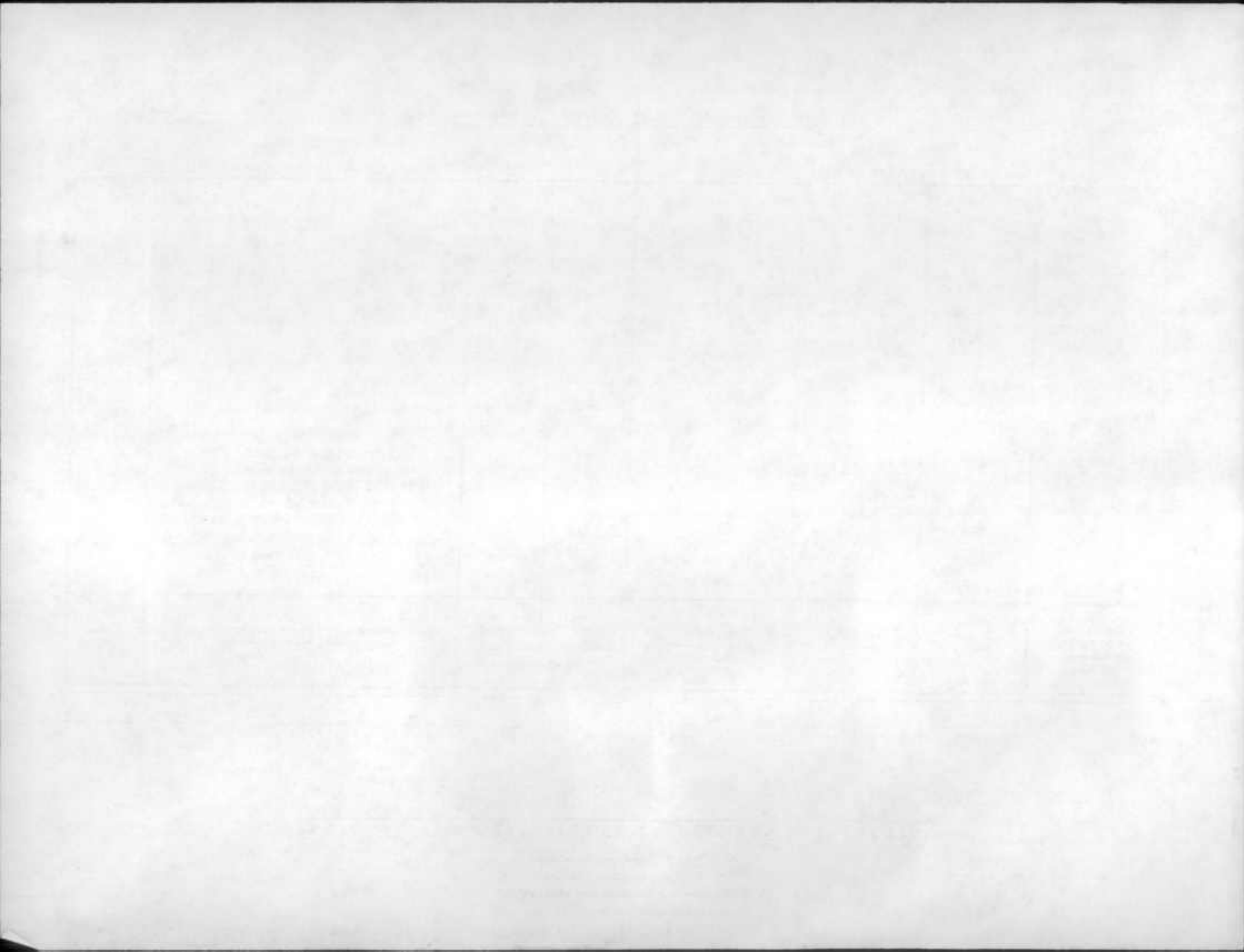
Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side

AUG - 1 - 91 THU 10:54 DIST COURT ROCKVILLE P. 01



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

1564

6 of 6

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

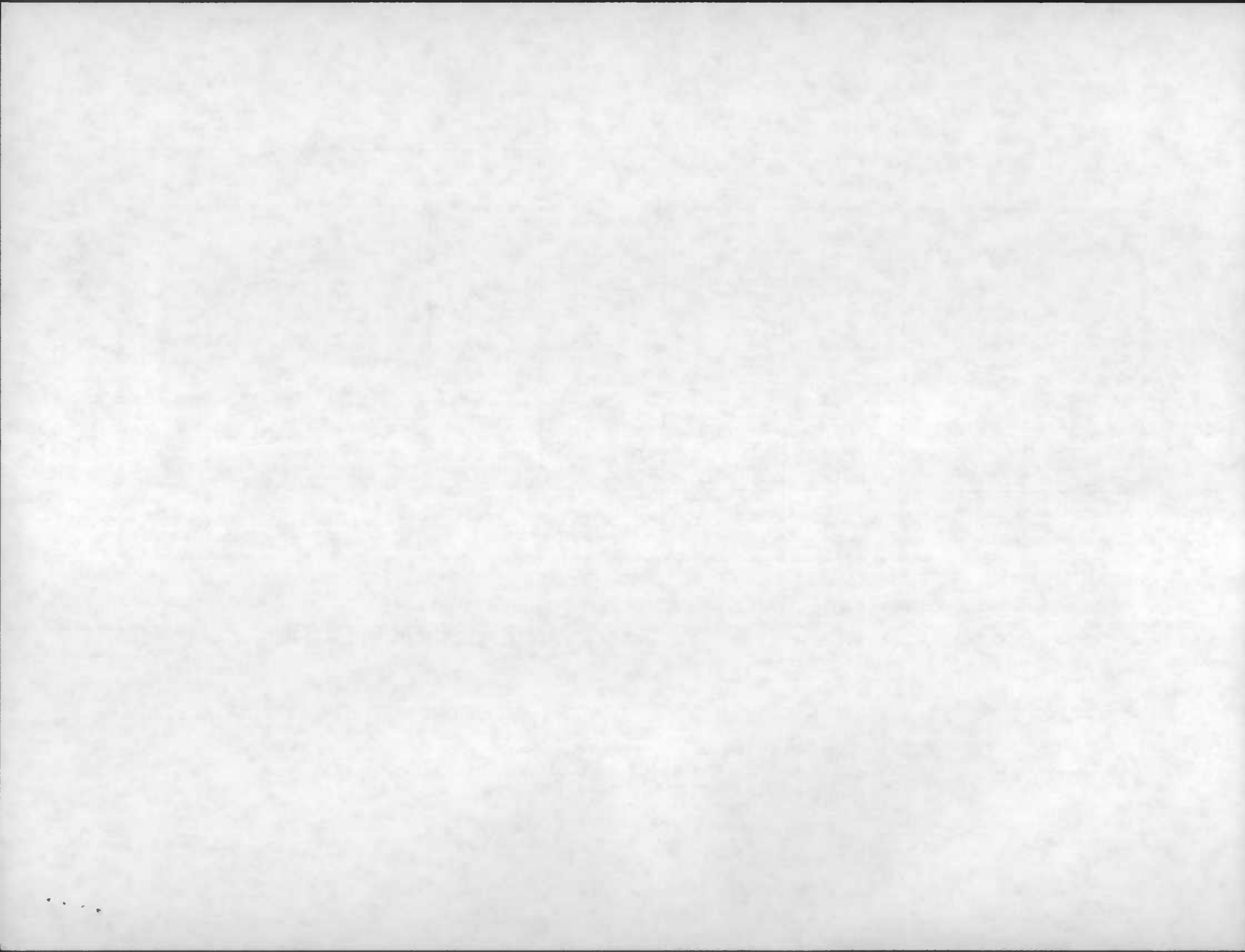
_____ Date

_____ State Archivist

_____ Signature of Court Official

_____ Title

_____ Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

MAY-24-91 FRI 10:47

806

District Court - Juvenile Division - Montgomery
 Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Tapes - Reel to Reel (to be degaussed)	975	8	1987-1988	12 boxes	ASAP	
	Juvenile Case Folders	975	8	DOB: 1966	63 boxes	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

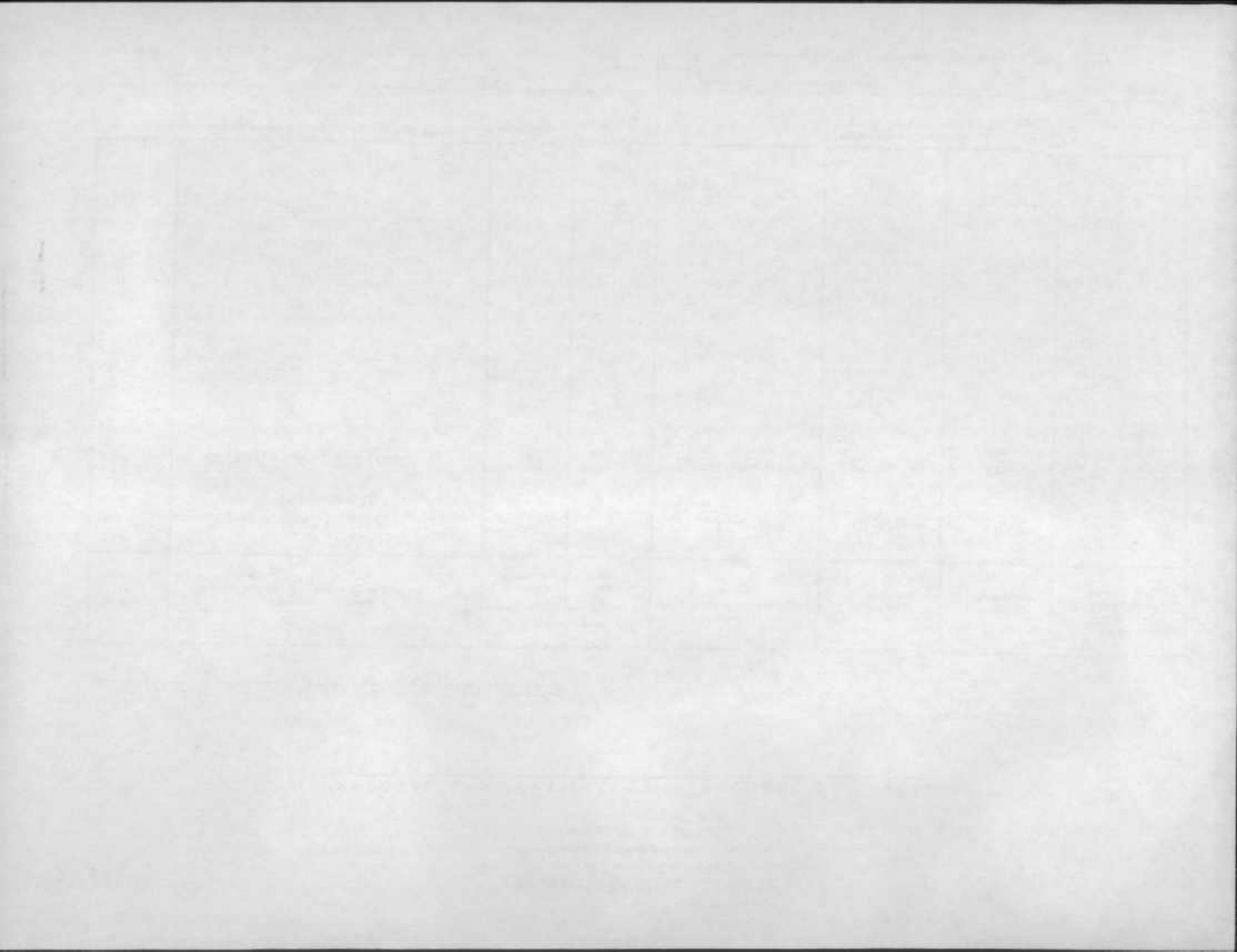
State Archivist

Signature of Court Official

Title

Date

P. 0. 2



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

1505

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court
 Court

Montgomery
 County

9/9/96

93A15

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1988 Criminal File folders - stripping material only to be destroyed and Microfilm and destroy Md. Rule 1299	975	IV	1988 1988	105 105		

Destruction Approved by Hall of Records Commission

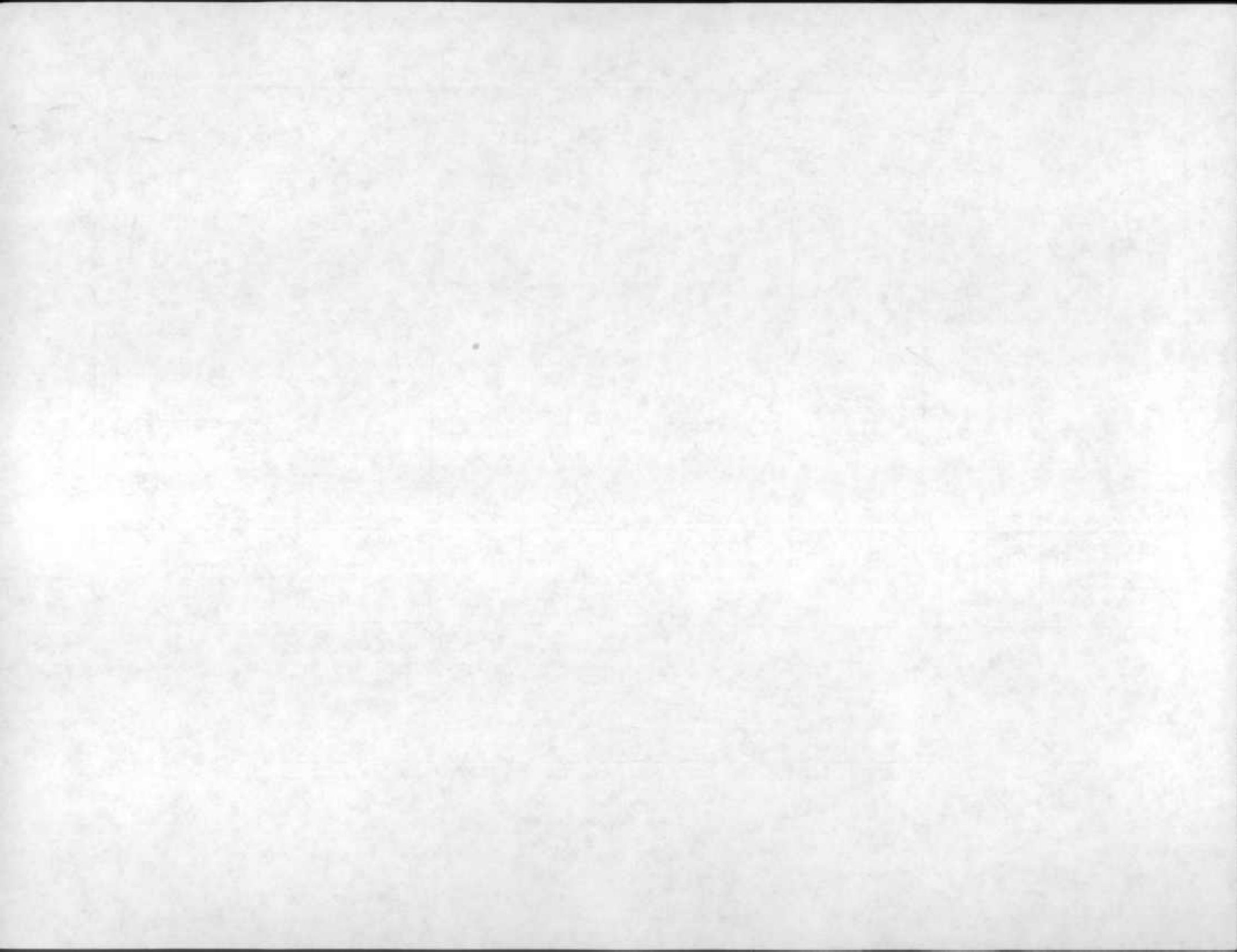
Destruction Certification

 State Archivist

 Signature of Court Official

 Title

 Date



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

95A5

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

LIS

10-25-95

District Court
Court

Montgomery
County

1958

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Traffic Dockets 1990 (to be micro-filmed)	MD	Rule 1299	1990	23		

Destruction Approved by Hall of Records Commission

Destruction Certification

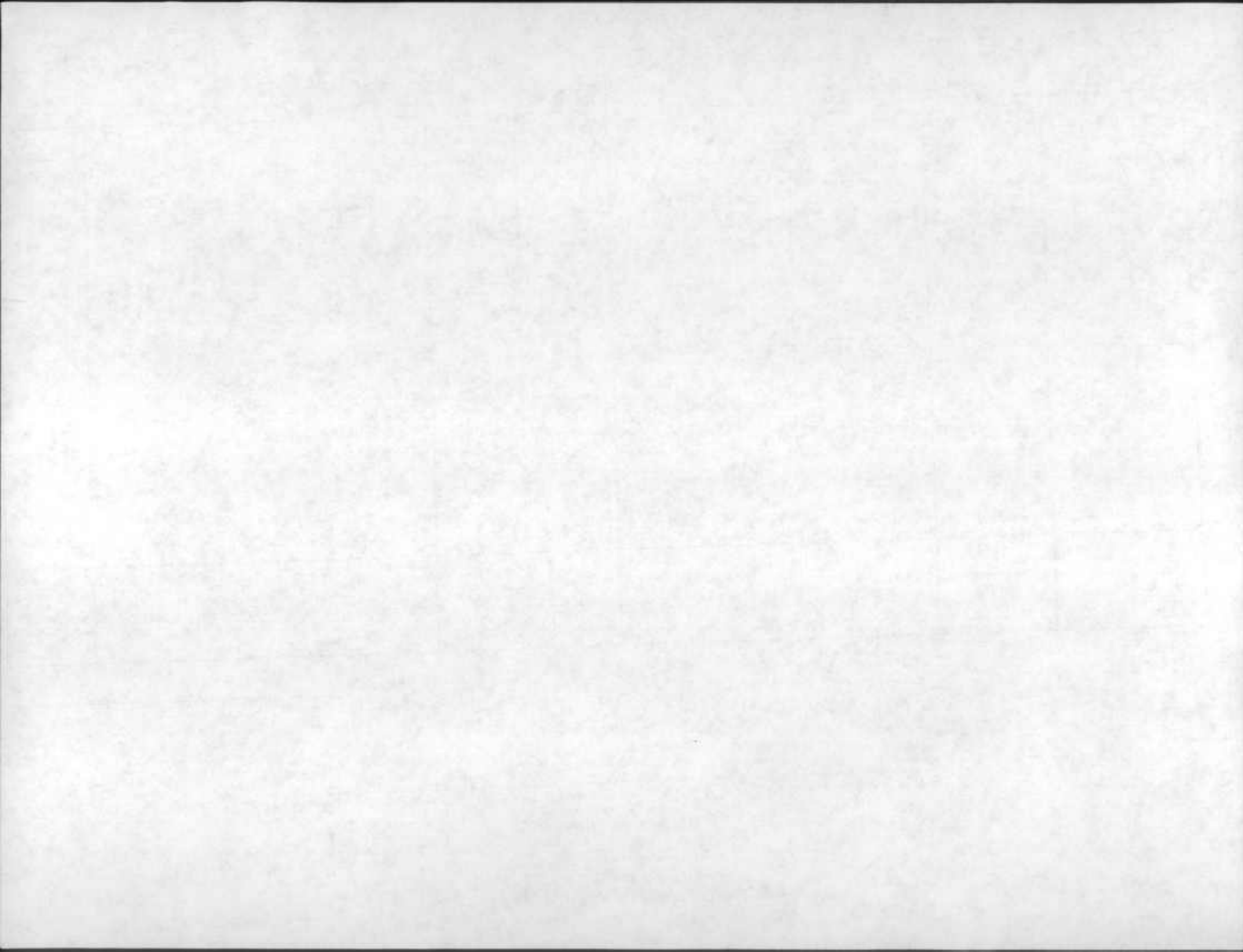
Date

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

3-507's Done

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

709

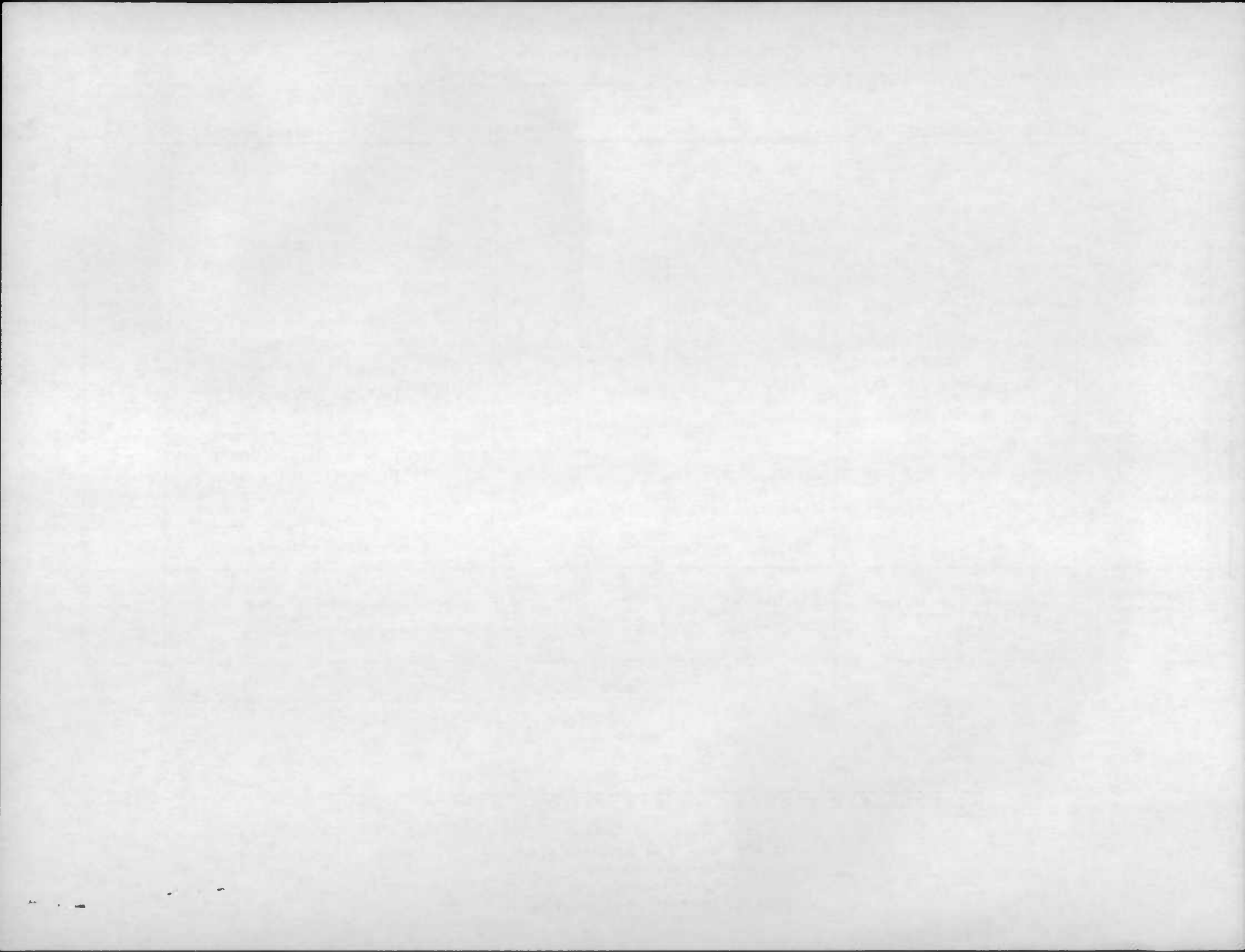
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Glen Burnie Court civil 9400-10418 year 1971 Glen Burnie			1/1/71 -12/31/71	6		
	Glen Burnie Court Civil 12800-13999 year 1971 Annapolis			1/1/71-12/31/71	6		
	<i>Stripped Material Only</i>						

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

1-LS 12-20-94

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

91A26

1273

12-20-94

Records Center Annapolis

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Glen Burnie
 COURT

Anne Arundel
 COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.
		Retention Sched. No.	Item No.				
	Civil Closed Cases (Stripped Material Only)	975 Sec II		1971	23		Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date

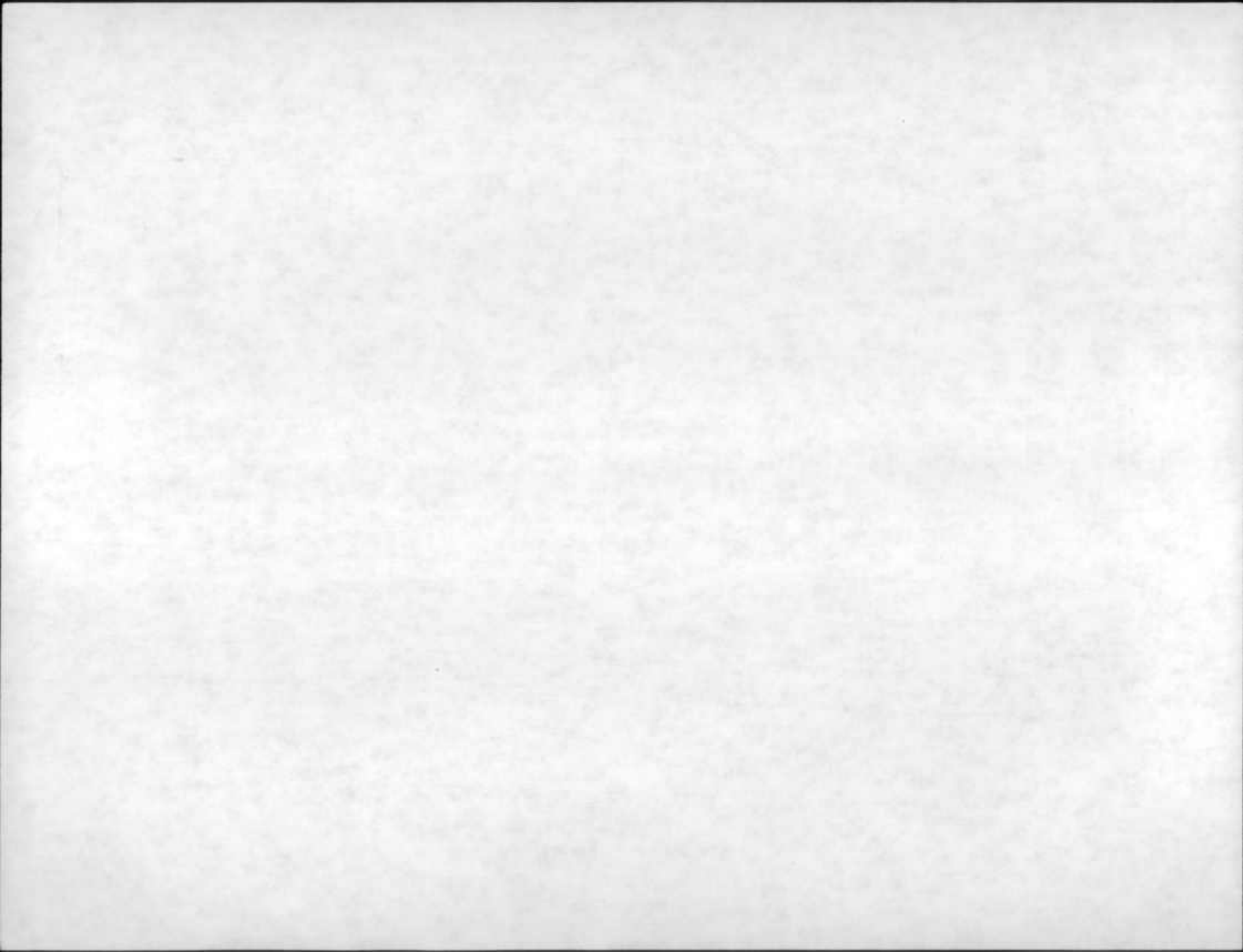
 State Archivist

 Signature of Court Official

 Title

 Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

SEVENTH DISTRICT
 COURT

ANNE ARUNDEL
 COUNTY

DATE

271

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

Destruction Approved by Hall of Records Commission

Destruction Certification

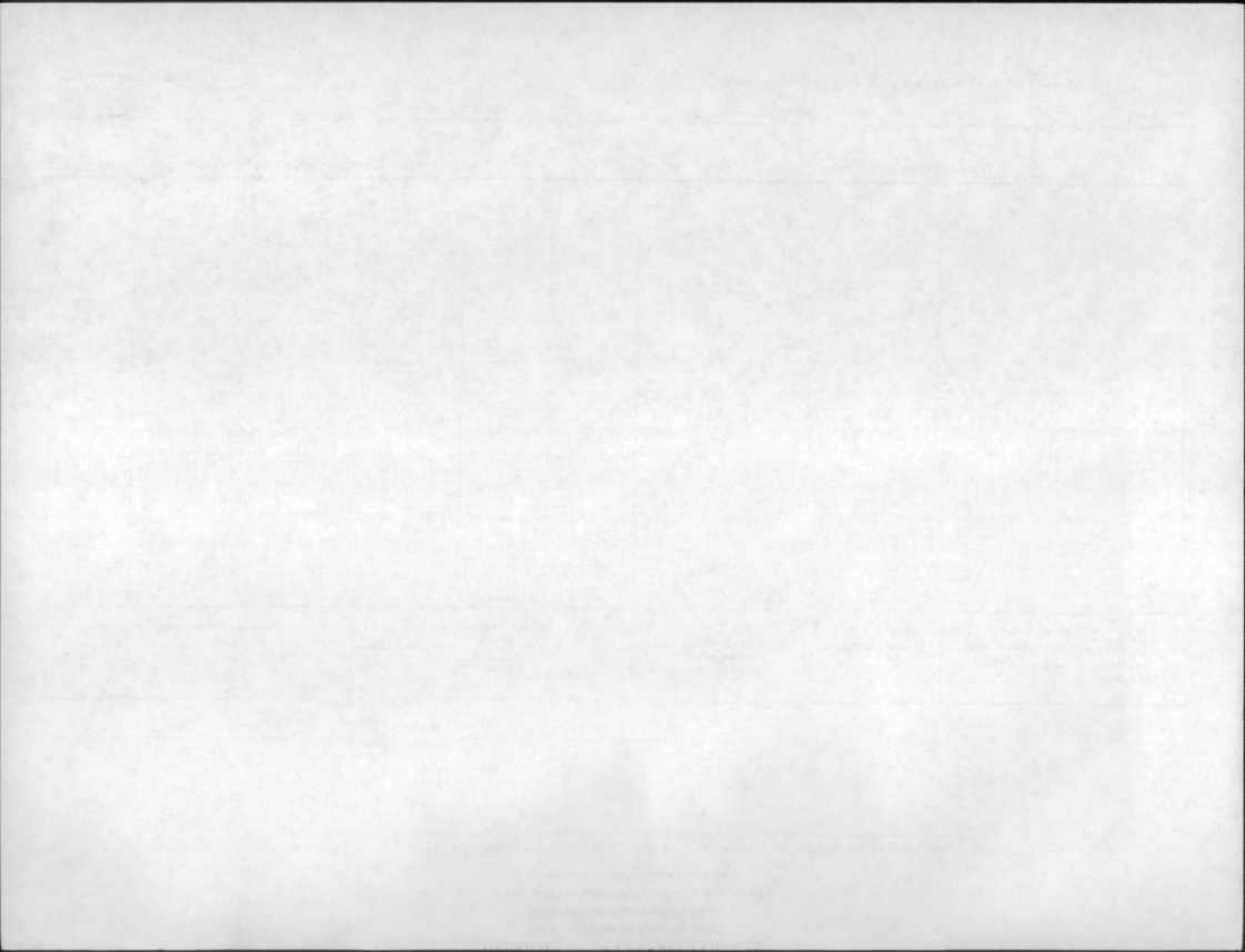
Date

State Archivist

Signature of Court Official

Title

Date



ACCESSION NO. 1607

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
COURT

ANNE ARUNDEL
COUNTY

DATE

270

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ACCOUNTING - FY 72-73	975	SEC. V ITEM I	FY 72-73	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

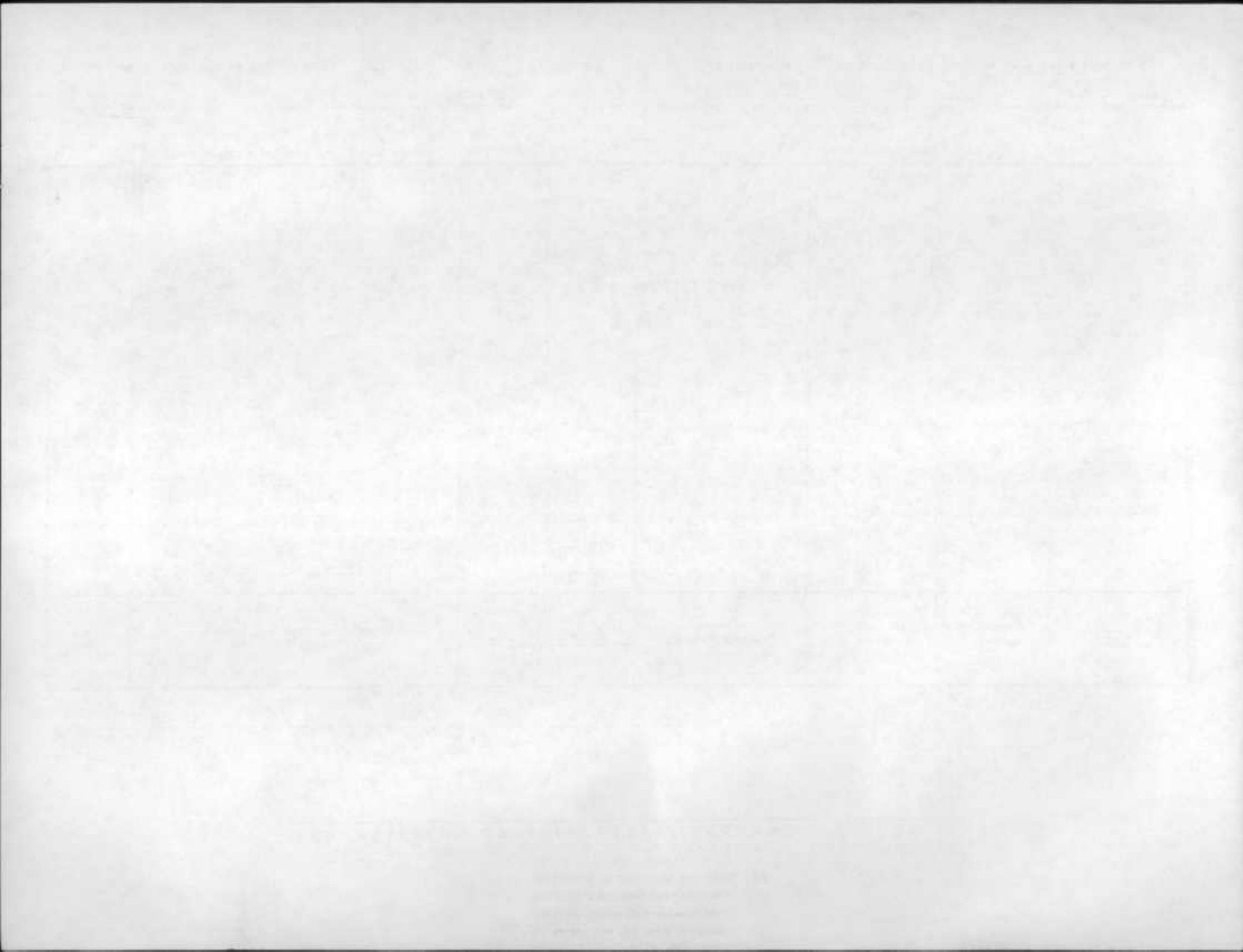
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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
 COURT

ANNE ARUNDEL
 COUNTY

DATE

272

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CIVIL - 1963-1973	975	SEC. II ITEM II	1963-1973	113		

Destruction Approved by Hall of Records Commission

Destruction Certification

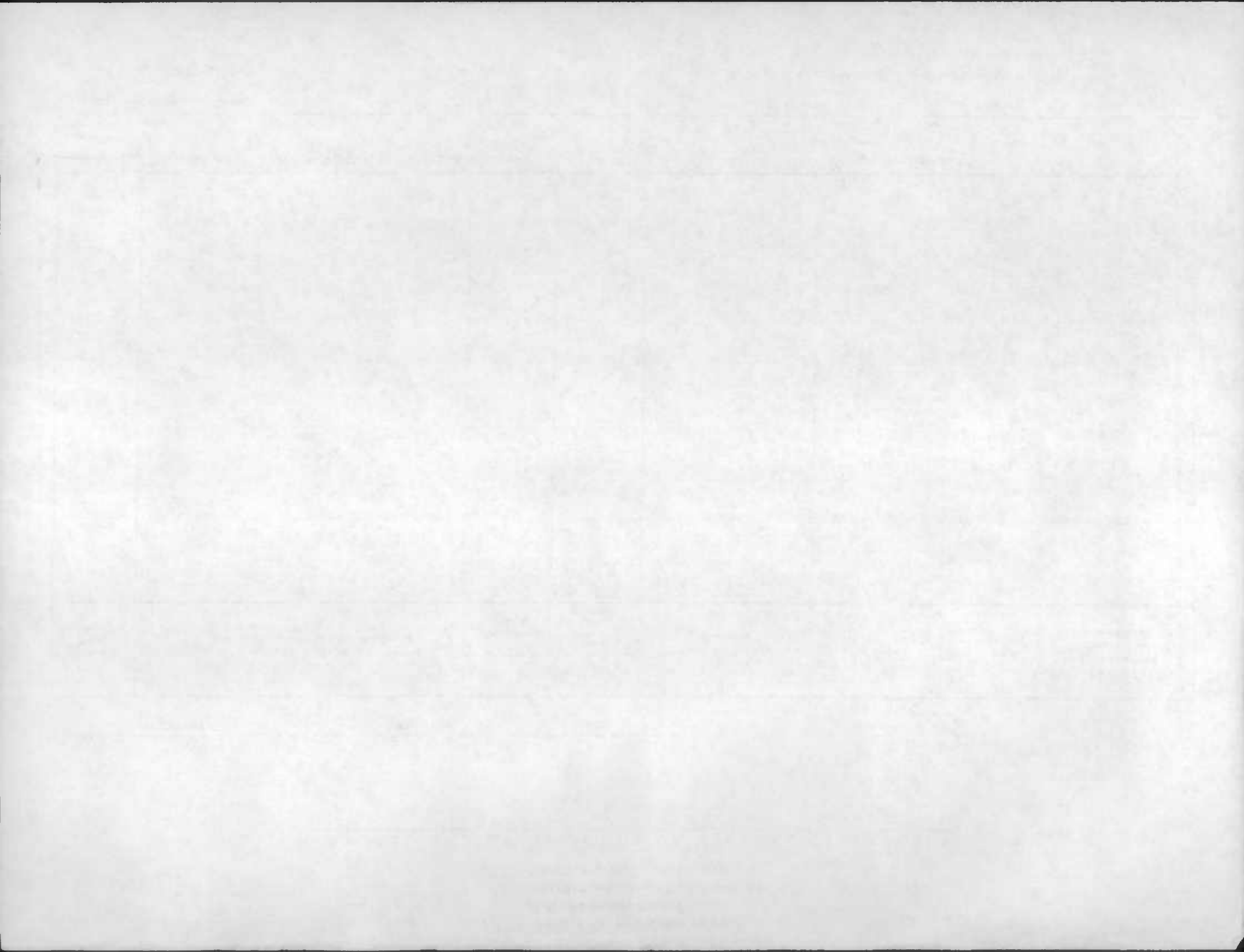
Date

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

269

SEVENTH DISTRICT
COURT

ANNE ARUNDEL
COUNTY

DATE

Series No.	Description of Records include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL - 5/59 - 6/74 PEOPLE'S COURT	975	SEC. IV ITEM A+B	5/59 - 6/74			
	TRAFFIC - 1/70 - 6/75 PEOPLE'S COURT	975	SEC. IV ITEM A+B	1/70 - 6/75			
	CIVIL - 5/47 - 9/71 PEOPLE'S COURT	975	SEC. II ITEM I+II	5/47 - 9/71			
					Total 20 cu. ft.		

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

2-507 Done

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

709

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<i>Unstripped</i>						
	Glen Burnie Court cases - <i>Civil</i> 1-3379 year-1972A			1/1/72-12/31/72	30		
	Glen Burnie Court cases - <i>Civil</i> 1-1396 year-1972M			1/1/72-12/31/72	14		
	Glen Burnie Court cases - <i>Civil</i> 1-6930 year 1975			1/1/75-12/31/75	27		
	Glen Burnie Court Cases <i>Civil</i> 1-7710 year-1976			1/1/76-12/31/76	65		
	Glen Burnie Court Cases <i>Civil</i> 1-3279 Annap. year 1973			1/1/73-12/31/73	32		
	1-2071 Glen Bur year 1973			1/1/73-12/31/73	21		
	Glen Burnie Court Cases <i>Civil</i> 1-3953 Annapolis year 1974			1/1/74-12/31/74	35		
	Glen Burnie Court Cases <i>Civil</i> 1-2208 Glen Burnie year 1974			1/1/74-12/31/74	22		

Destruction Approved by Hall of Records Commission

Destruction Certification

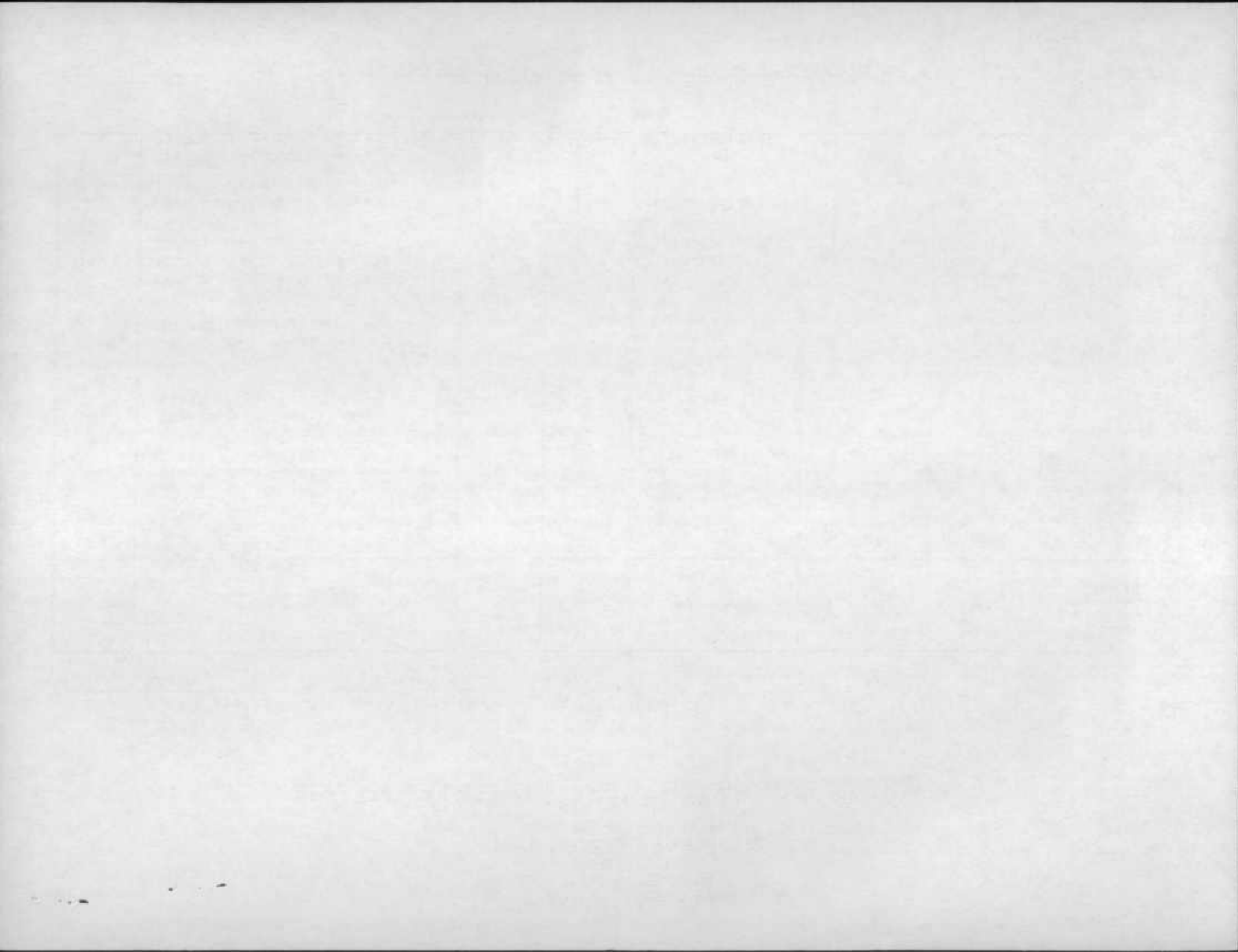
Date

State Archivist

Signature of Court Official

Title

Date



DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 7275 WATERLOO RD., P.O. BOX 273
 JESSUP, MD 20794-0273

LETTER
RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

MAY 13 1992

DISTRICT COURT

923

Glen Burnie Anne Arundel Co. District 7 7/16/91
 COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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 Records Commission

Destruction Certification

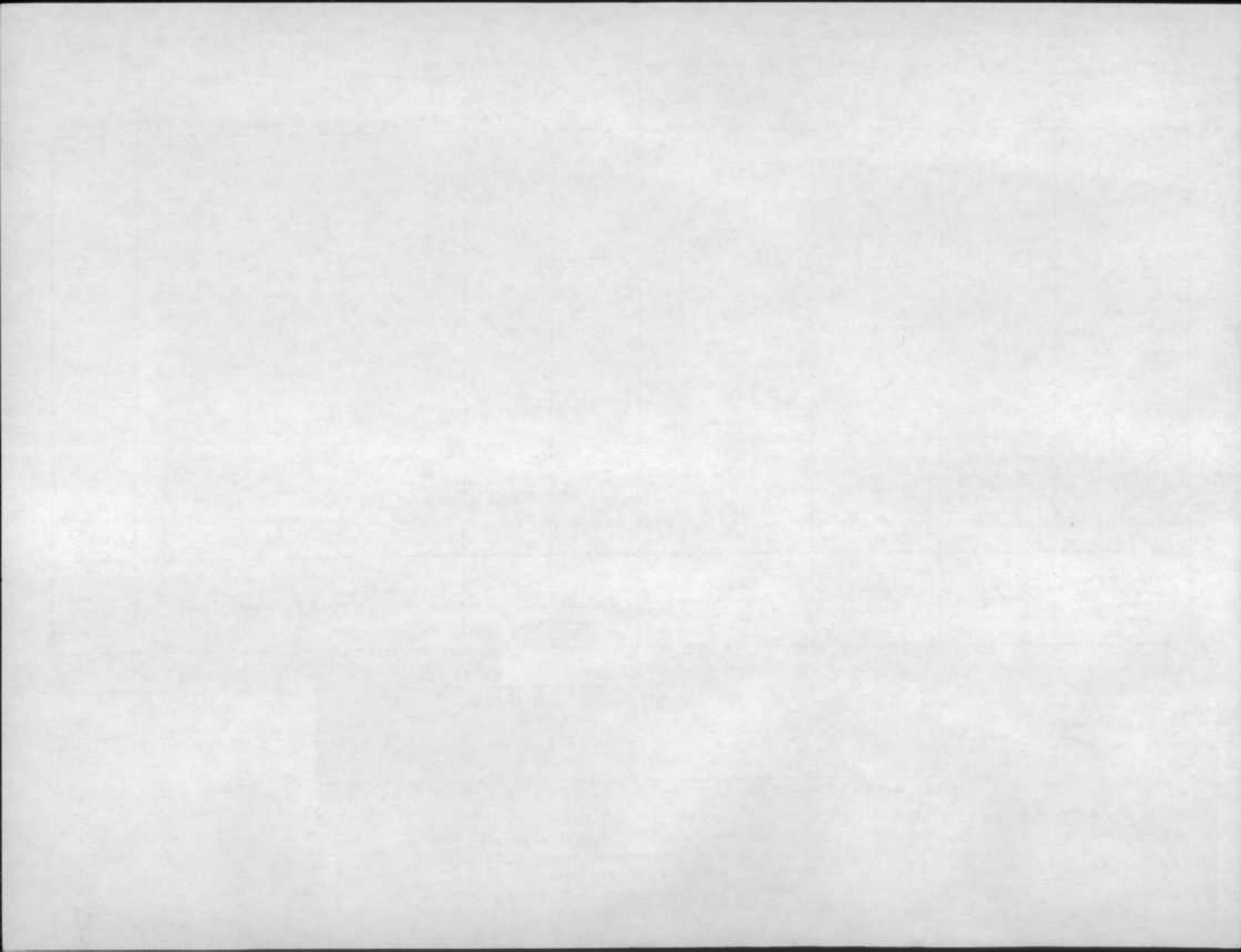
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

AUG 20 RECD

DISTRICT COURT

1060

District Court for Anne Arundel County

8/12/93

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>OTHER CASES</u> Case Files - Glen Burnie Civil	975	Item 2	1/2/81-12/31/81	156		

Destruction Approved by Hall of Records Commission

Destruction Certification

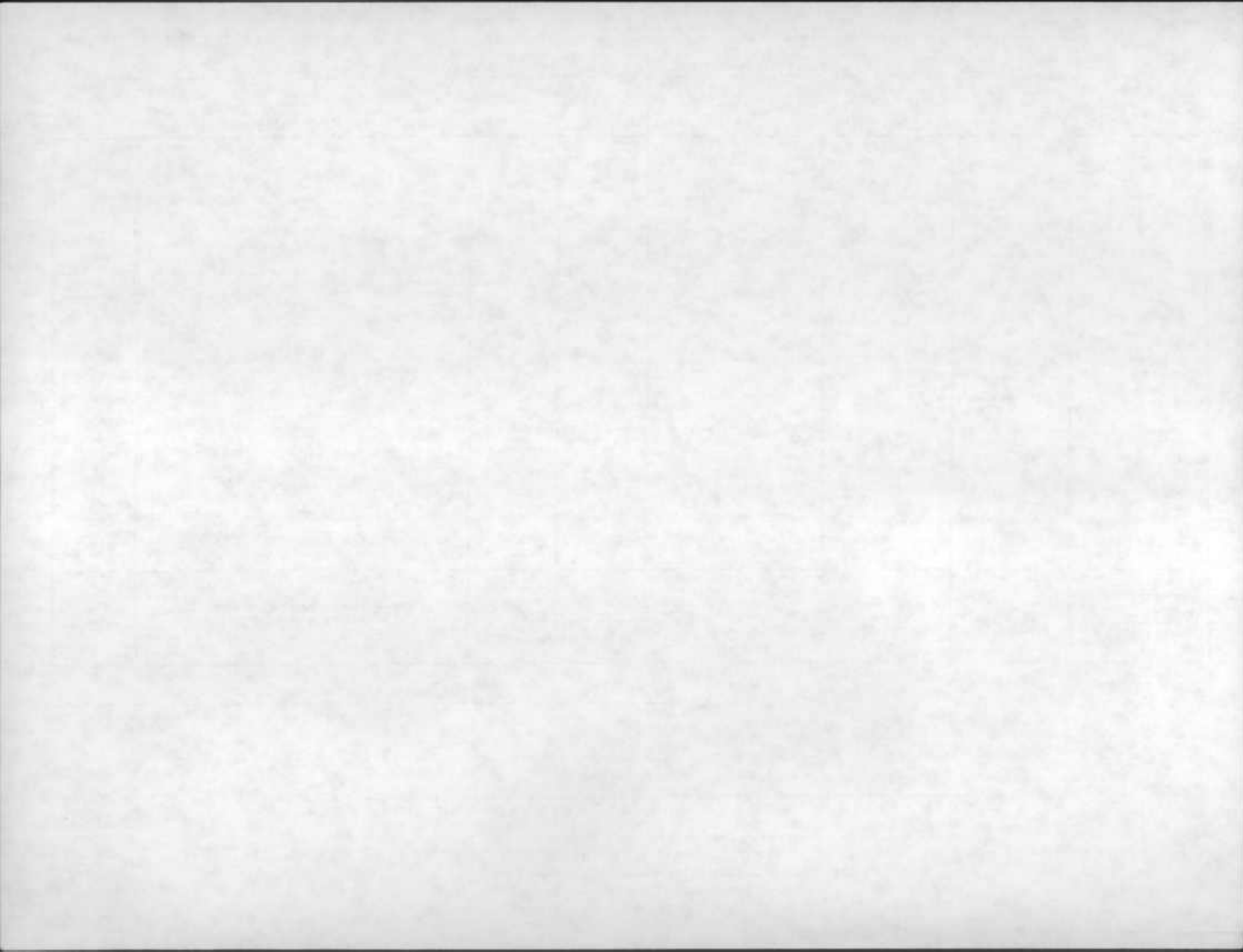
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #7

Anne Arundel

10/15/85

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

RECEIVED

OCT 22 1995
RECORDS MANAGEMENT
DIVISION

OCT 21 REC'D

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

1689

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Md, Anne Arundel 11/4/96 93A171 Dist 7-2

COURT COUNTY DATE

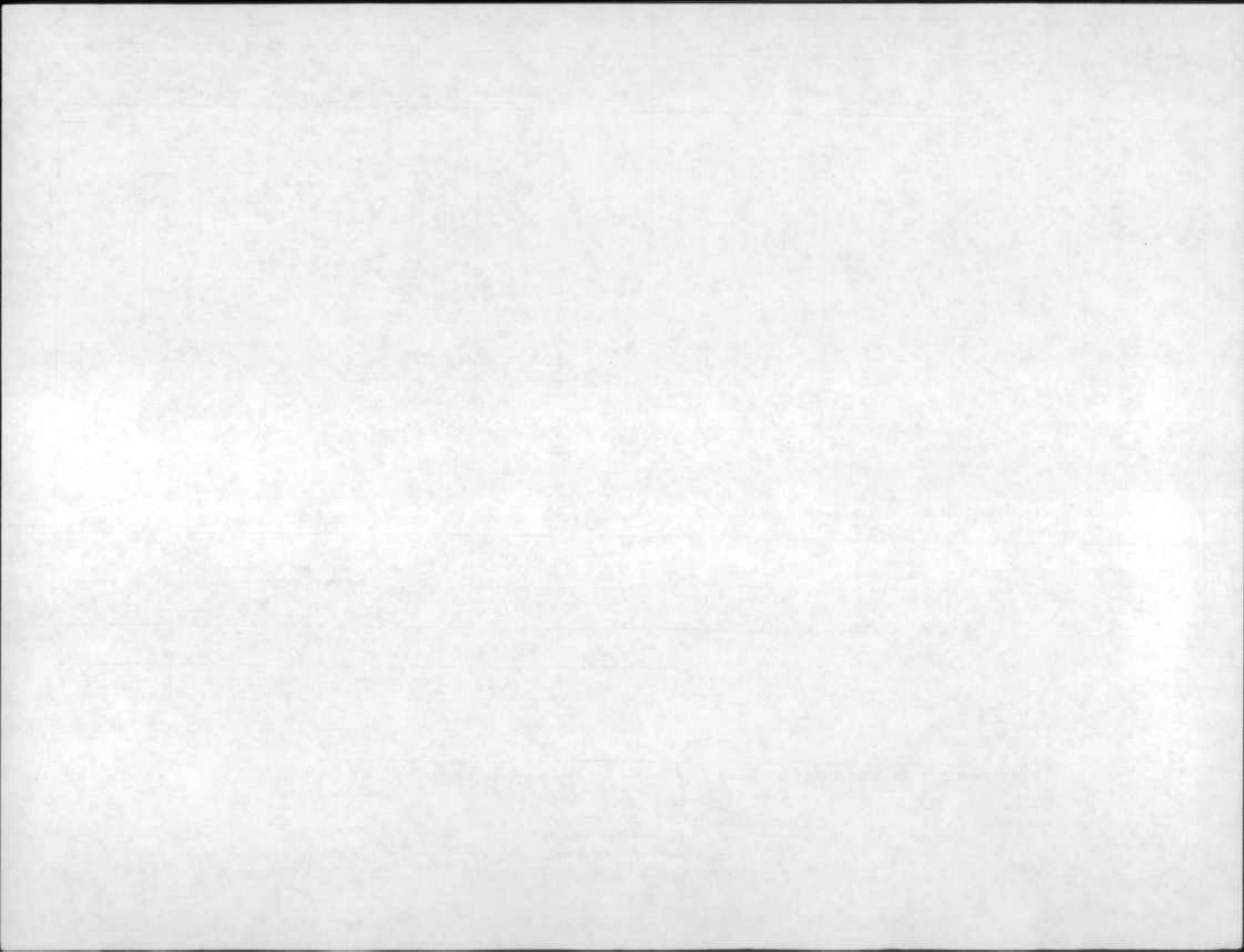
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil J boxes Stripped material only	975	Sec II	1982	14		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date _____ State Archivist _____

Signature of Court Official _____ Title _____ Date _____



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 12/9/93

1274

COURT COUNTY DATE

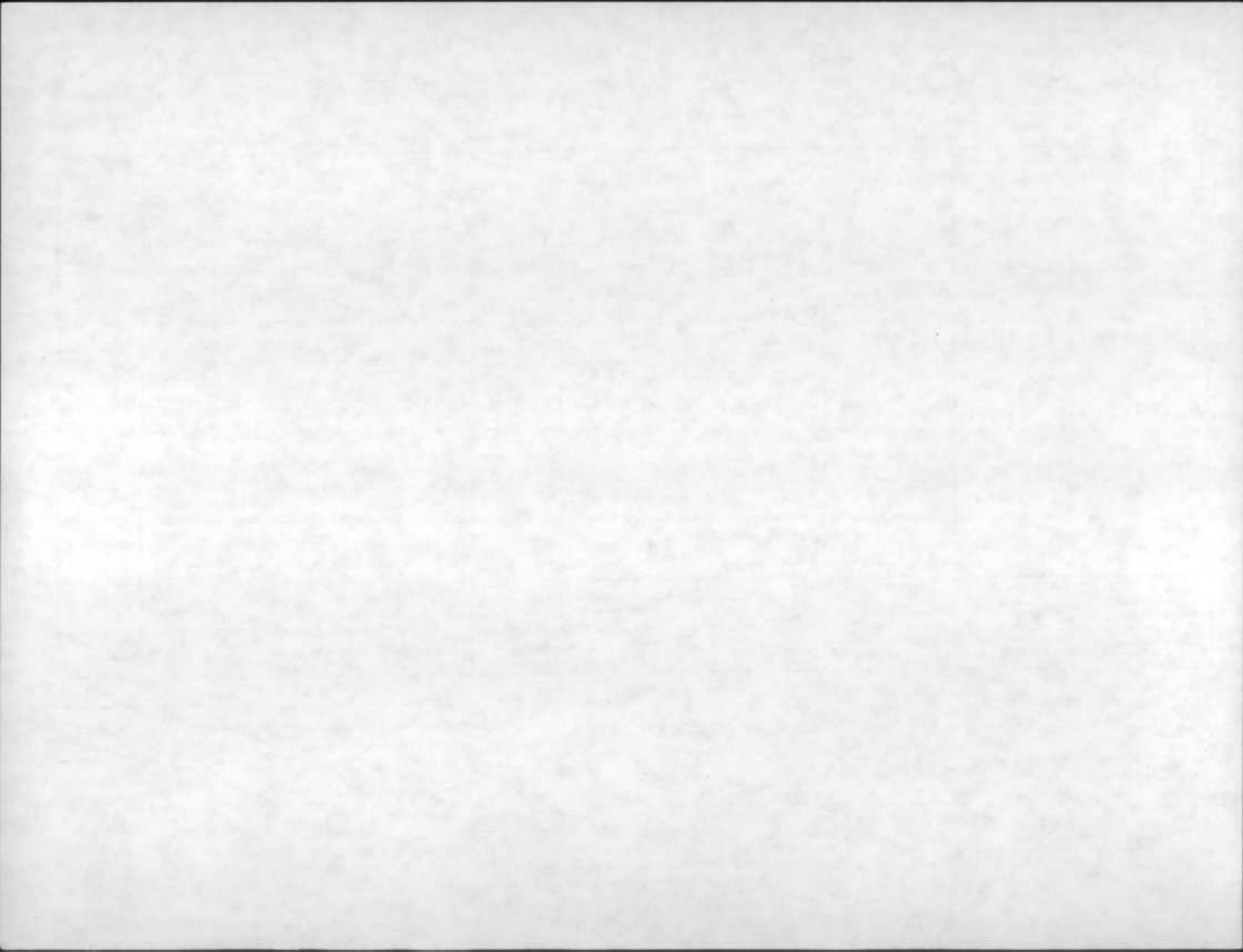
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>OTHER CASES</u> Case Files 1982 Glen Burnie Civil Cases Case Files Unstripped <i>stripped material only</i>	975	Item 2	1/1/82 - 12/31/82	154		Storage

Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist

Signature of Court Official Title Date



79

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>FISCAL RECORDS</u> <u>GENERAL ACCOUNTING</u>	975		7/1/82-6/30/83			
	a. Copies of Certificate of Deposit and Desposit Slips (Now STARS-110, DCA9)	Sec. V	Item 1, a				
	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 transmittal sheets						
	f. Revenue Transmittal (DCA 3)						
	<u>PURCHASING</u>	975		7/1/82-6/30/83			
	a. Copies of Warehouse Requisitions DCA 34	Sec. V	Item 3				
	b. Copies of Receiving Reports DCA 22						
	c. Copes of Equipment & Supplies Requisitions Headquarters (No form number)						
					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
ONE LEGAL-SIZE FILE DRAWER = 2.0 CU. FT. OF RECORDS
ONE RECORDS CENTER BOX = 1.0 CU. FT. OF RECORDS



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

7/24/86

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	3. Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>PAYROLL ACCOUNTING</u>						
	a. Copies of Payroll and Check registers (Now form 305)	975 Sec. V	Item 1 a & b	7/1/82-6/30/83			
	<u>MISCELLANEOUS ACCOUNTING</u>						
	a. Bank books, statements and deposit receipts	975 Sec. V	Item 1 a & b	7/1/82-6/30/83			
	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 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

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

79

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Anne Arundel County

7/24/86

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p><u>MISCELLANEOUS ACCOUNTING</u> (Continued)</p> <p>g. Receipt copies - court copy and audit DCA 2, DCA 1, DCA 11, etc.</p> <p>h. Cash register detail tapes and daily close-out reports.</p> <p>i. DCA 4, DCA 7 transmittals or equivalent.</p> <p>j. Reconciliation and trial balance sheets.</p> <p>k. Control and detail accounts for bad checks, escrow monies, Deferred and Parole and Probation receivables, bond forfeitures and transcripts, etc.</p> <p>l. Overage and Shortage reports</p> <p>m. Paid deferred and Parole and probation account orders, bad checks, etc.</p> <p>n. Copies of out of State Telephone logs.</p>	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 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.)
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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

79

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Anne Arundel County

7/24/86

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>MISCELLANEOUS ACCOUNTING</u> (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 1 a & b	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
ONE LEGAL-SIZE FILE DRAWER	=	2.0 CU. FT. OF RECORDS
ONE RECORDS CENTER BOX	=	1.0 CU. FT. OF RECORDS

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

104

District Court for Anne Arundel County 1/1/87

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CRIMINAL RECORDS</u>						
	Non-Mats Traffic Citations from 1/1/82-12/31/82	975	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	"	"	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	"	"	1/1/83-12/31/83	20		
	<u>OTHER CASES</u>						
	Parking Citations	975	Sec. VI la & b	1/1/83-12/31/83	1		

Destruction Approved by Hall of Records Commission

Destruction Certification

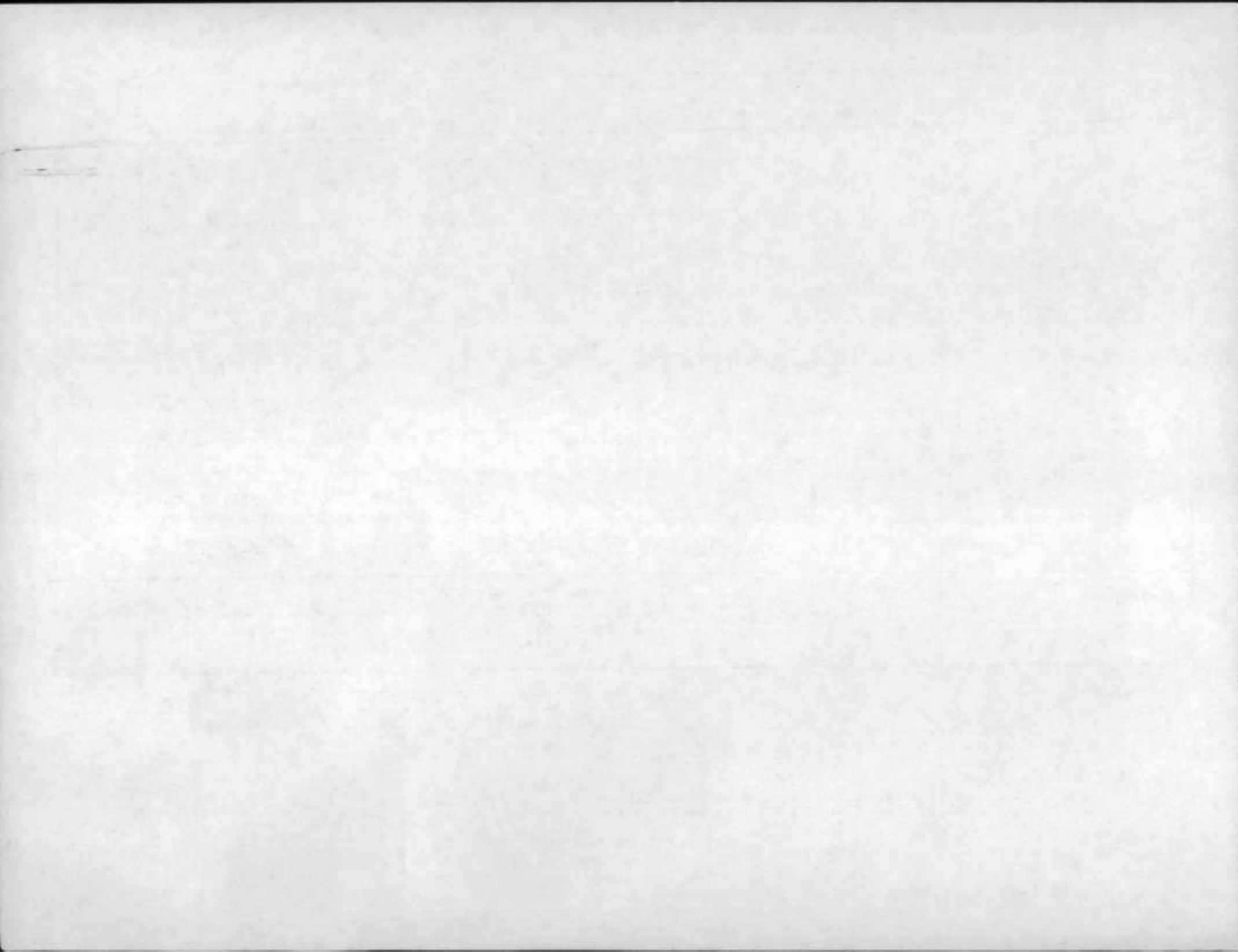
Date

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

DC.Cert 7-1-CR-2-87

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

169

District Court for Anne Arundel County 5/6/87

COURT COUNTY DATE

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

Destruction Approved by Hall of Records Commission

Destruction Certification

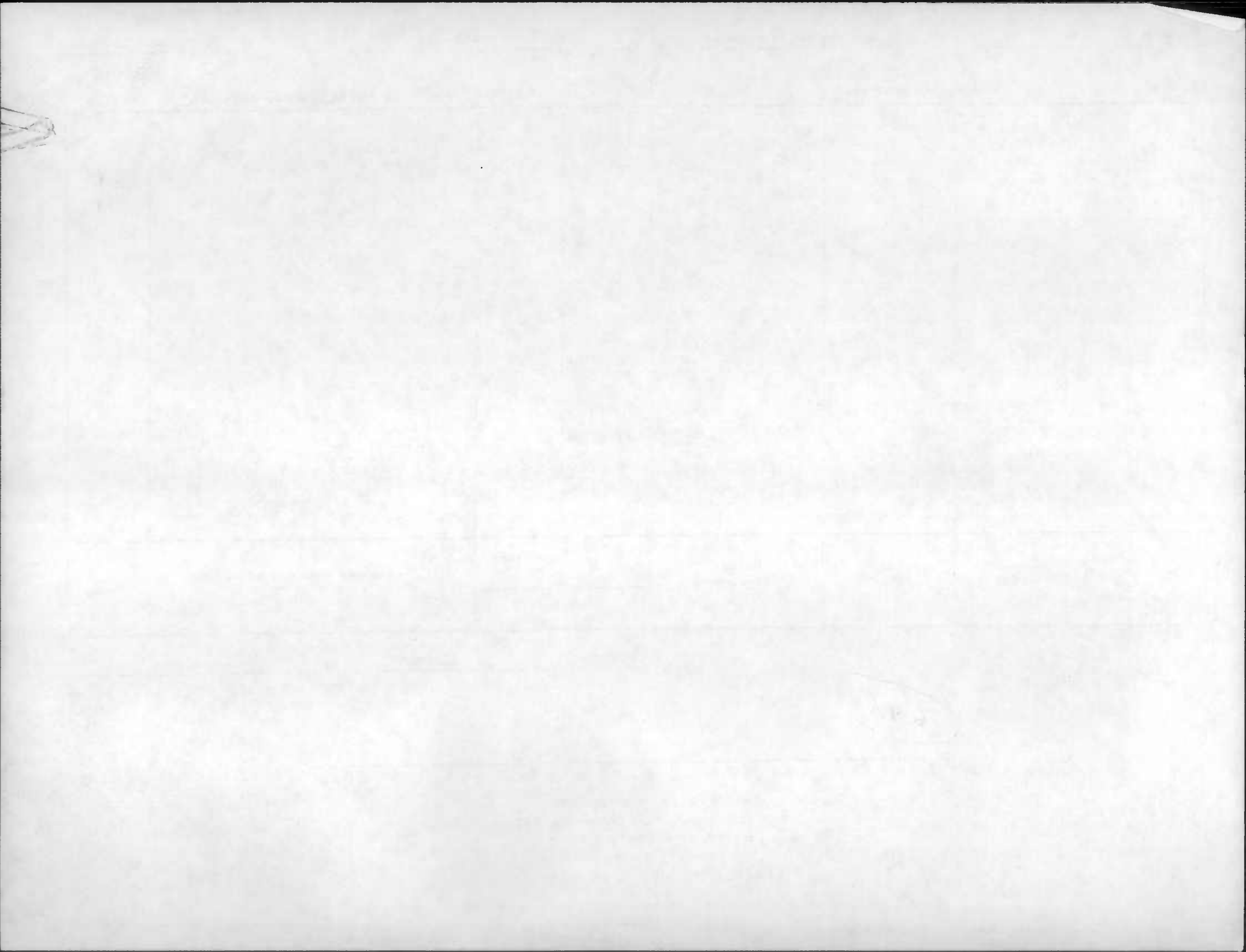
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

1/13/88

363

COURT COUNTY DATE

Series No.	Description of Records Includes Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CRIMINAL RECORDS</u> 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		

Destruction Approved by Hall of Records Commission

Destruction Certification

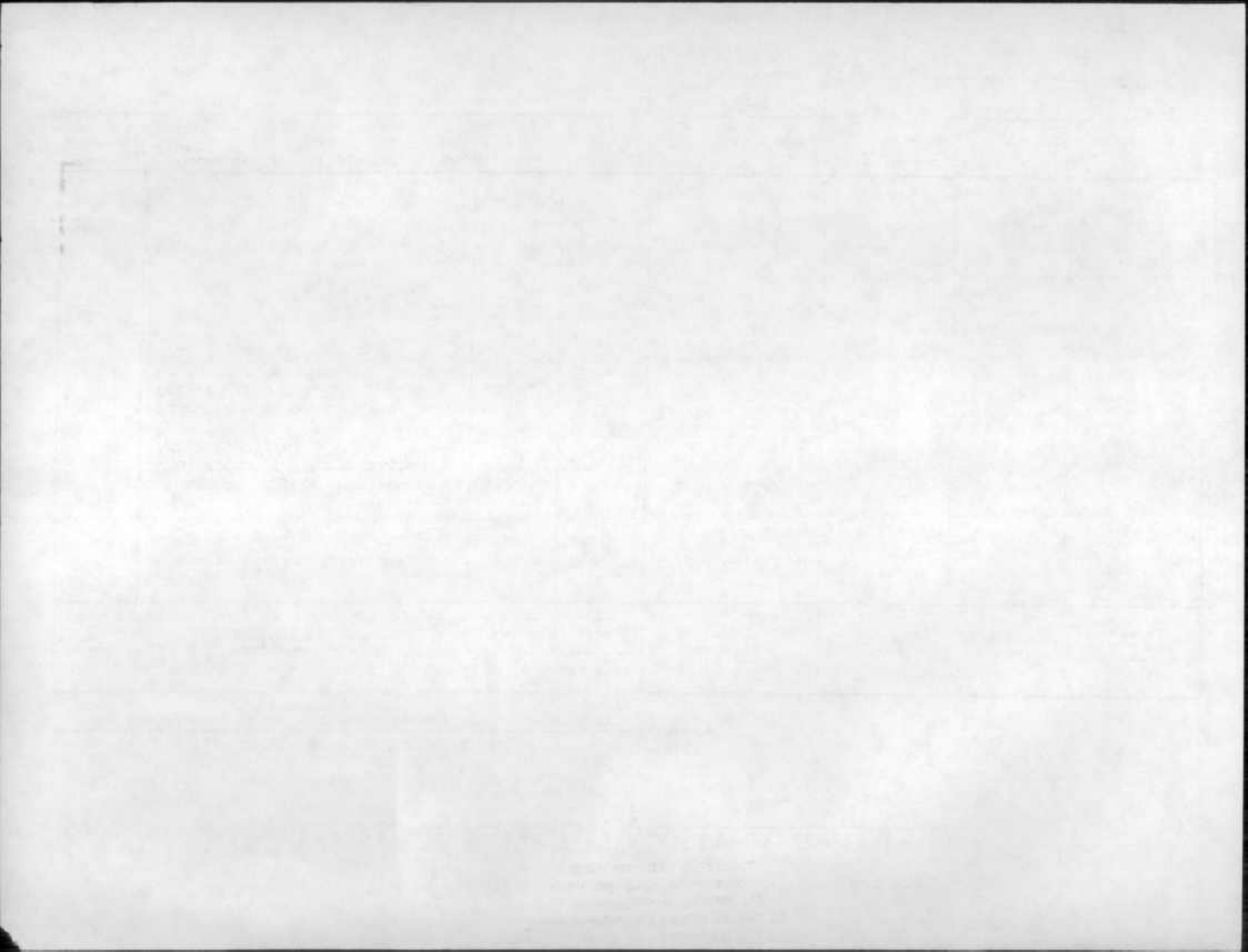
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Anne Arundel County
 COURT

1/13/88

COUNTY

DATE

364

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>OTHER CASES</u> 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

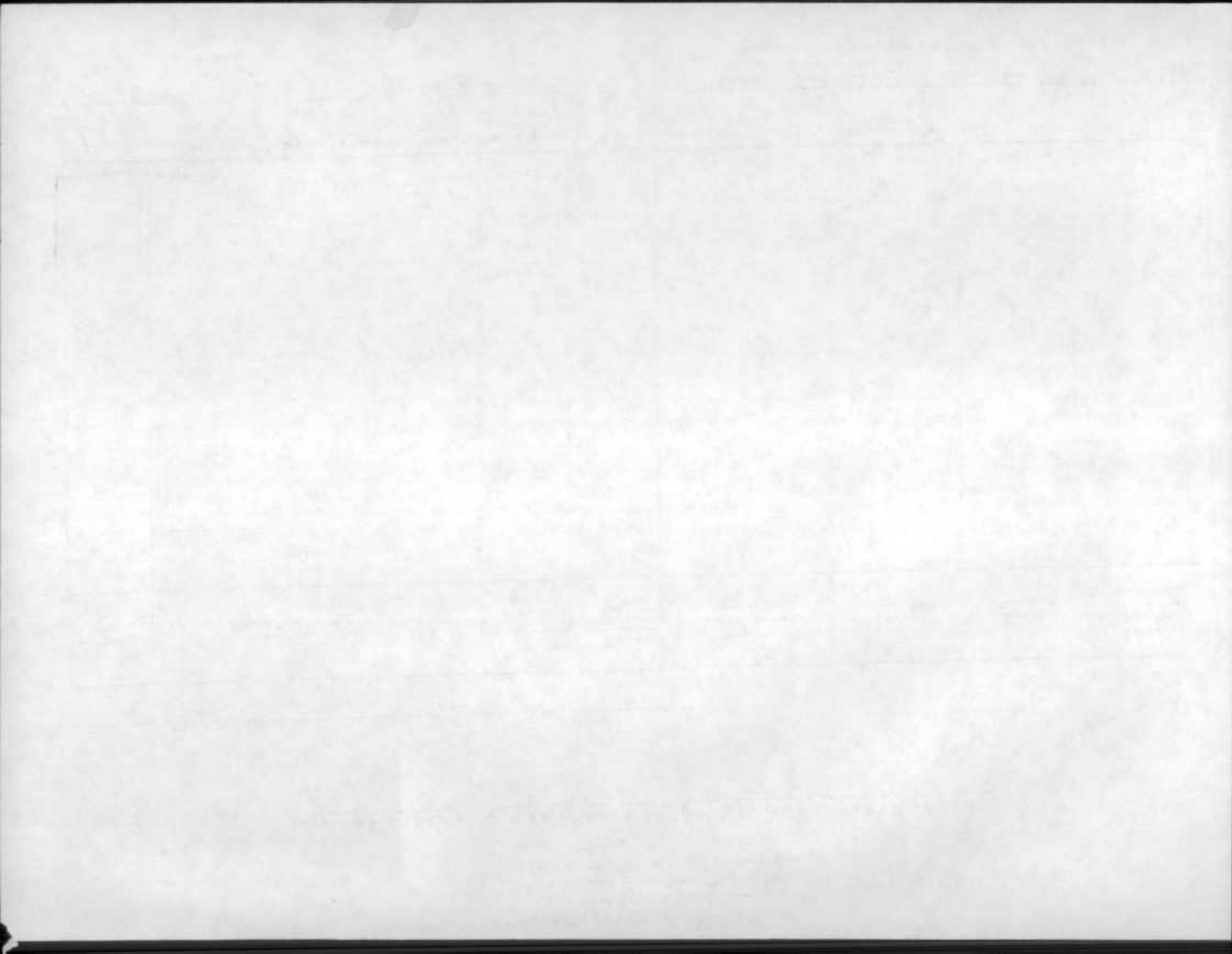
Signature of Court Official

Title

Date

4-550-9

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

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

0-
1

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

454

Anne Arundel County District Court

10/25/88

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CIVIL</u> Electronic Recordings of Testimony	975 Section II	Item 2	7/1/83 to 6/30/84	35 cu. ft.		Degauss
	<u>CRIMINAL</u> Electronic Recordings of Testimony	975 Section IV	Item 2	7/1/83 to 6/30/84			
	<u>OTHER CASE</u> Electronic Recordings of Testimony	975 Section VI	Item 2	7/1/83 to 6/30/84			

Destruction Approved by Hall of Records Commission

Destruction Certification

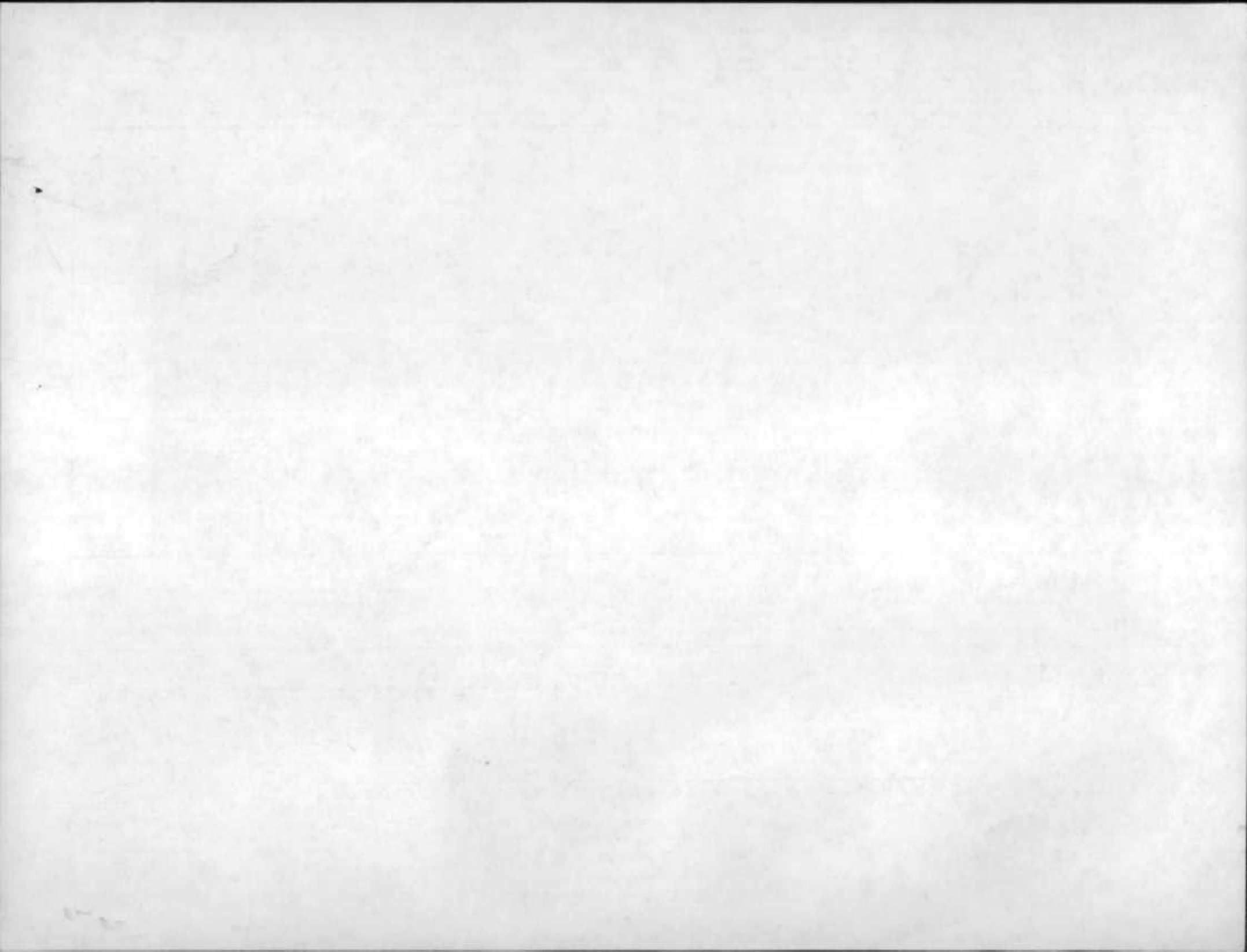
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 8/24/89

598

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CRIMINAL RECORDS</u> 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 - 12/31/85	1		
	Misc. Papers, Order, Etc. Entered into M.A.T.S. on Cases Between 1/1/84 - 12/31/84	"	"	1/1/84 - 12/31/84	20		
	<u>OTHER CASES</u> Parking Citations	975	Sec. VI 1a & b	1/1/84-12/31/84	1		

Destruction Approved by Hall of Records Commission

Destruction Certification

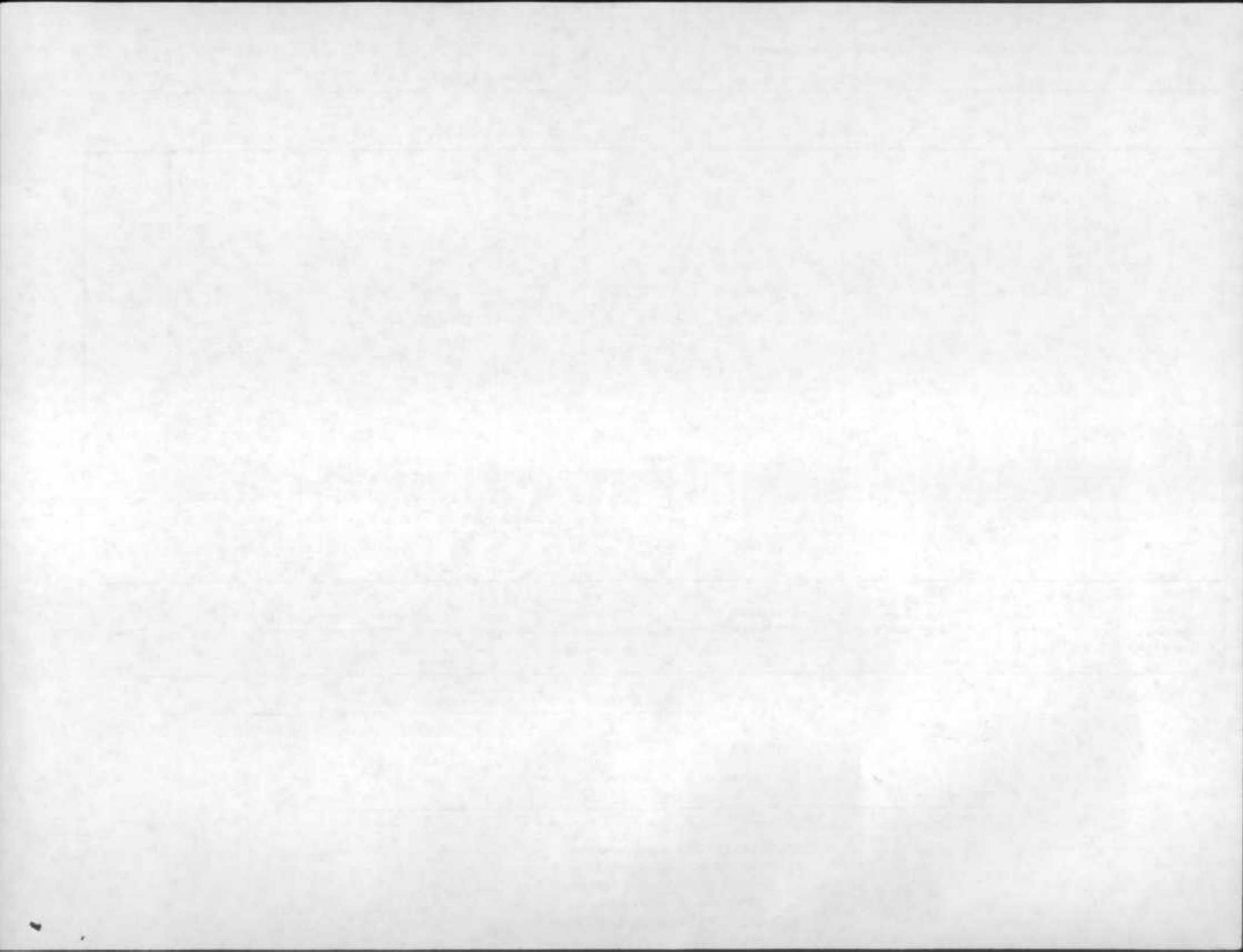
Date

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

DC 7-1-F-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

9/27/88

453

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>FISCAL RECORDS</u> <u>General Accounting</u> 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	Item 1, a	7/1/84-6/30/85			
	<u>Purchasing</u> 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	Item 3	7/1/84-6/30/85			
					TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

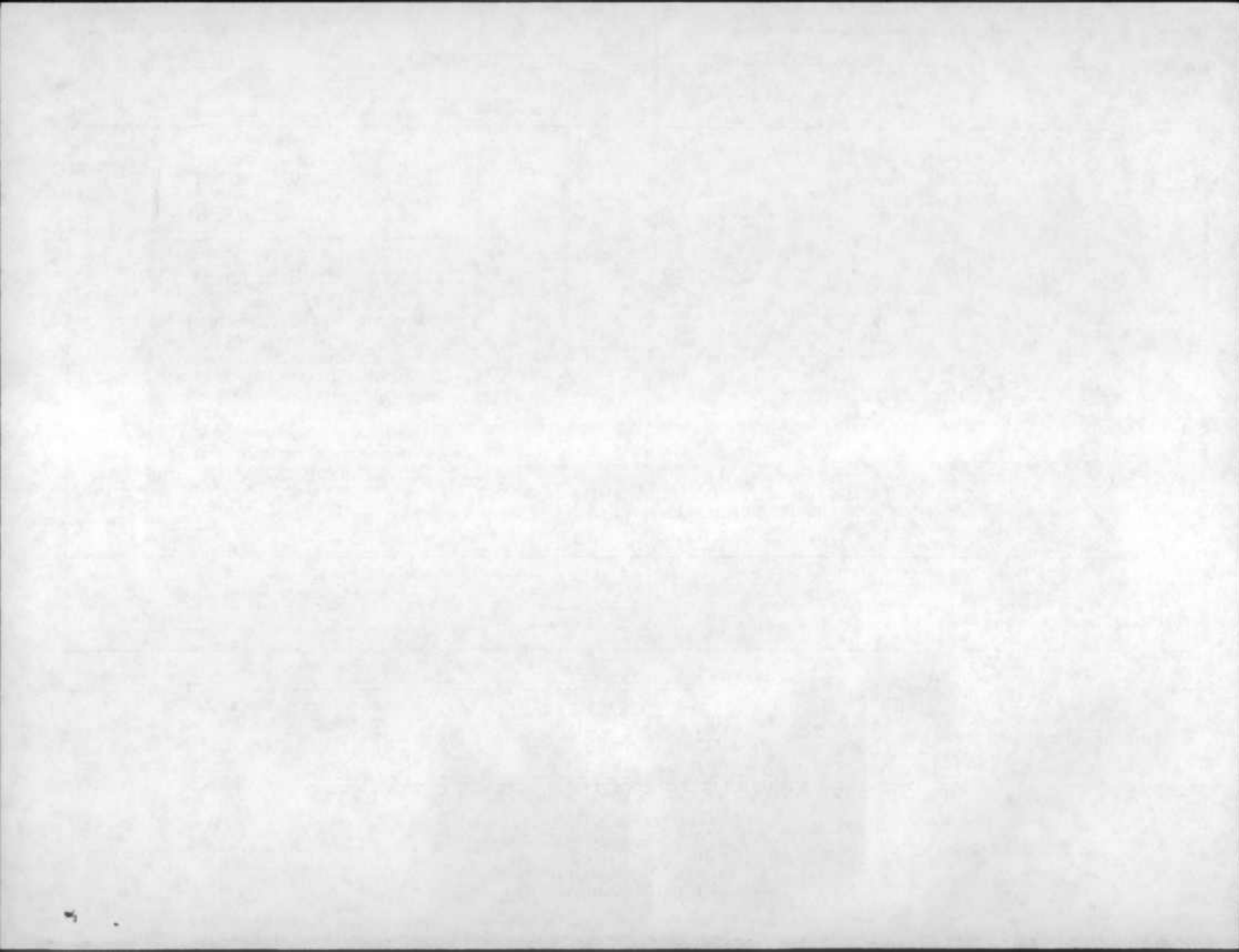
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

453

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>Payroll Accounting</u> a. Copies of Payroll and Check Registers (Now Form 305)	975		7/1/84-6/30/85			
	<u>Miscellaneous Accounting</u> 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 & Reimbursement 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 Audit Copies of CV 8 Forms, Etc.	975 Sec. V	Item 1 a & b				
					TOTAL VOLUME OF ALL PARTS IS 25 CU. FT.		

Destruction Approved by Hall of Records Commission

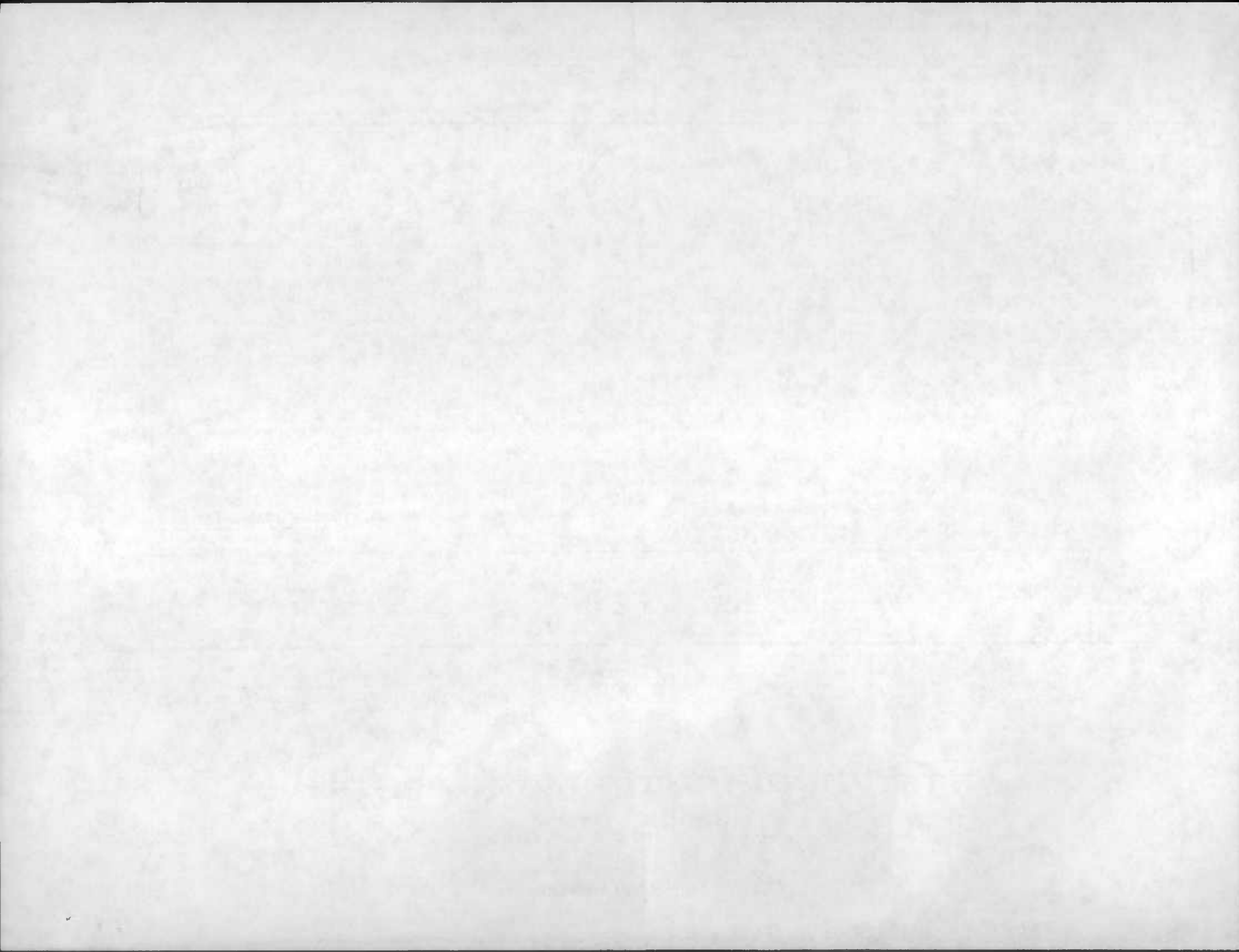
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 9/27/88

COURT COUNTY DATE

453

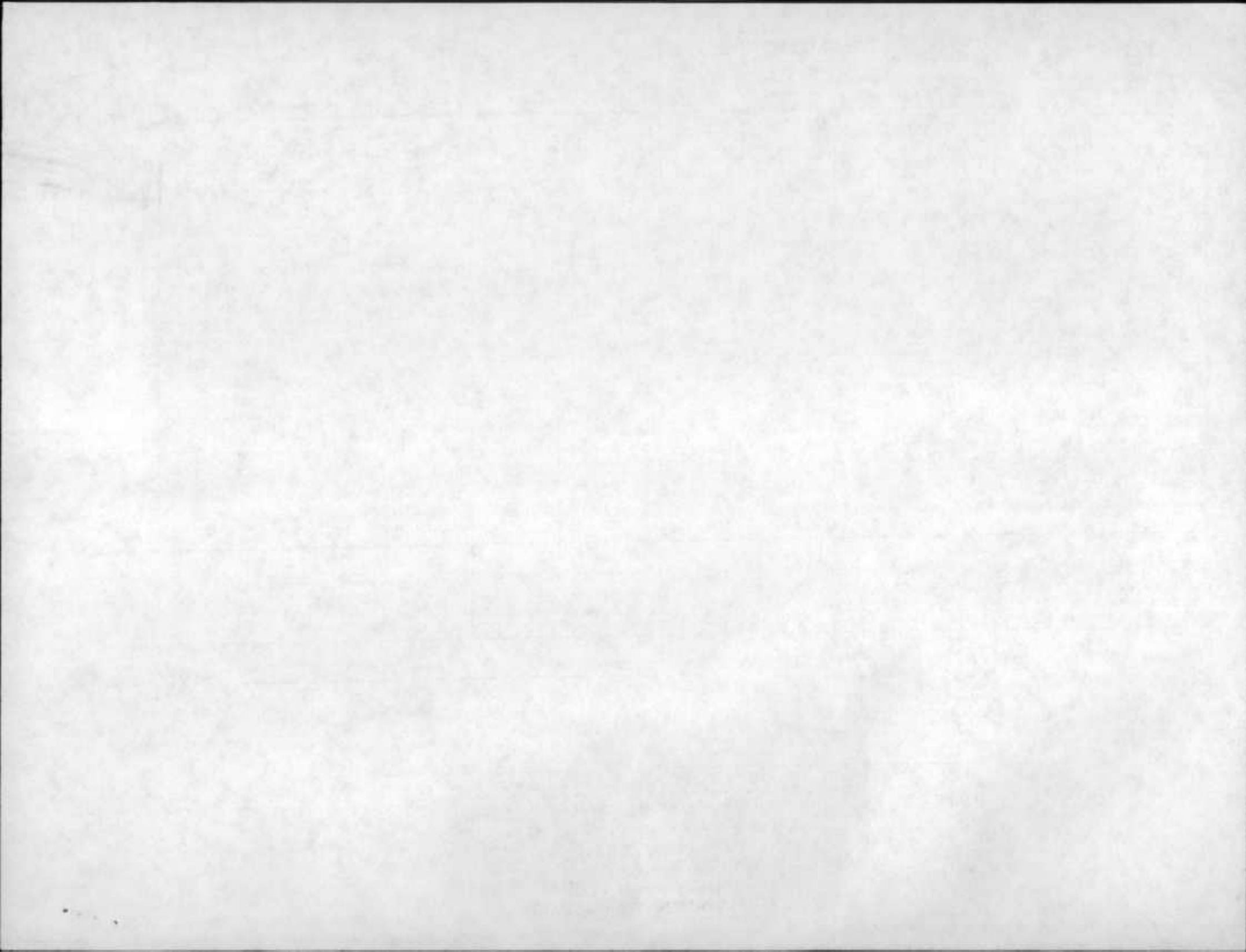
Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Miscellaneous Accounting (cont'd)	975 Sec V	Item 1 a & b	7/1/84-6/30/85	TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		
	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 & Transcripts, Etc.						
	l. Overage & Storage Reports						
	m. Paid Deferred & Parole & Probation Account Orders, Bad Checks, Etc.						
	n. Copies of Out of State Telephone Logs						

Destruction Approved by Hall of Records Commission

Destruction Certificate

Date _____ State Archivist

Signature of Court Official _____ Title _____ Date _____



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 7/3/89

COURT COUNTY DATE

586

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Miscellaneous Accounting (cont'd)	975					
	g. Receipt Copies - court copy & Audit DCA 2, DCA 1, DCA 11, Etc.	Sec V	Item 1 a & b	7/1/84-6/30/85			
	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 & Transcripts, Etc.						
	l. Overage & Storage Reports						
	m. Paid Deferred & Parole & Probation Account Orders, Bad Checks, Etc.						
	n. Copies of Out of State Telephone Logs						
					TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

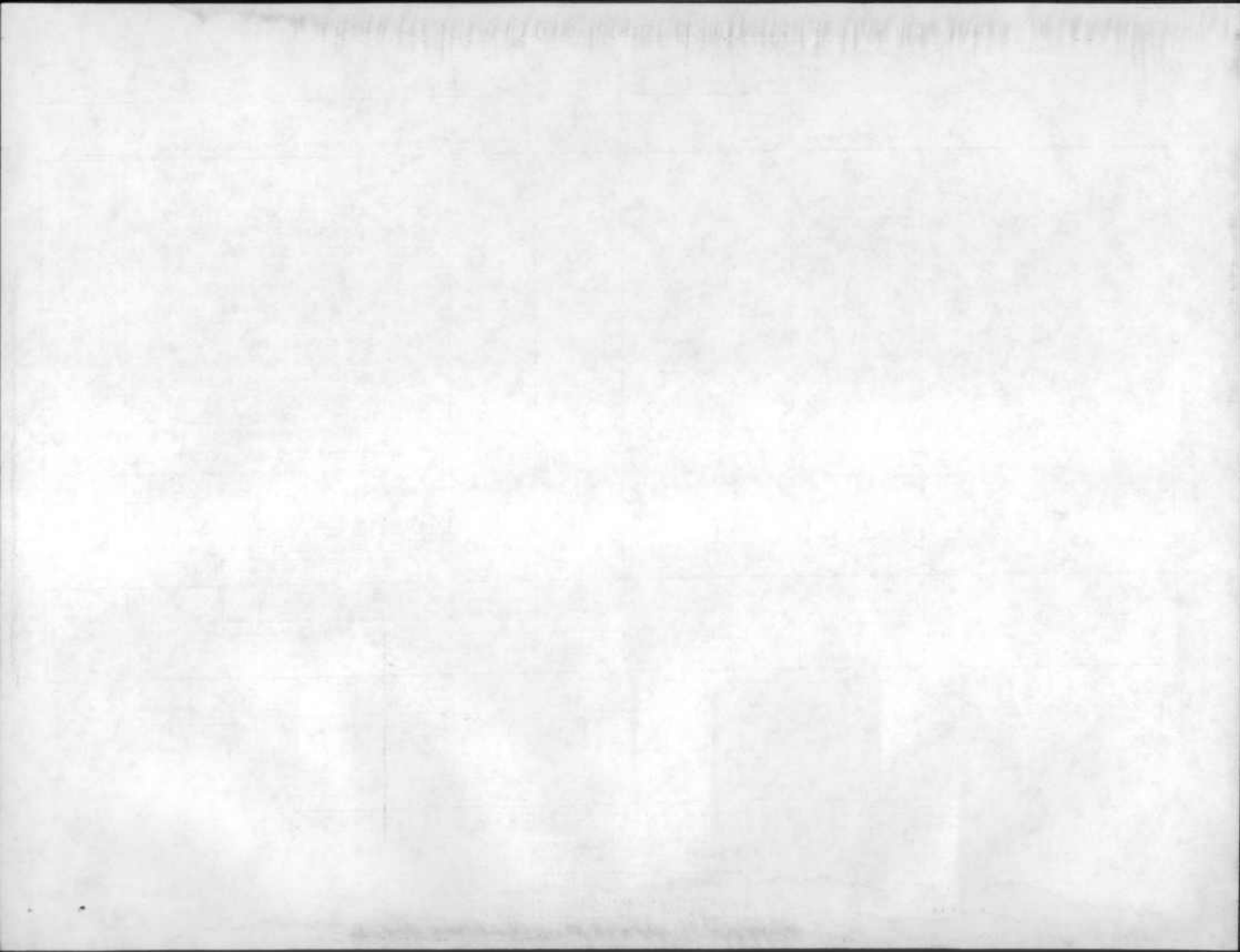
Date

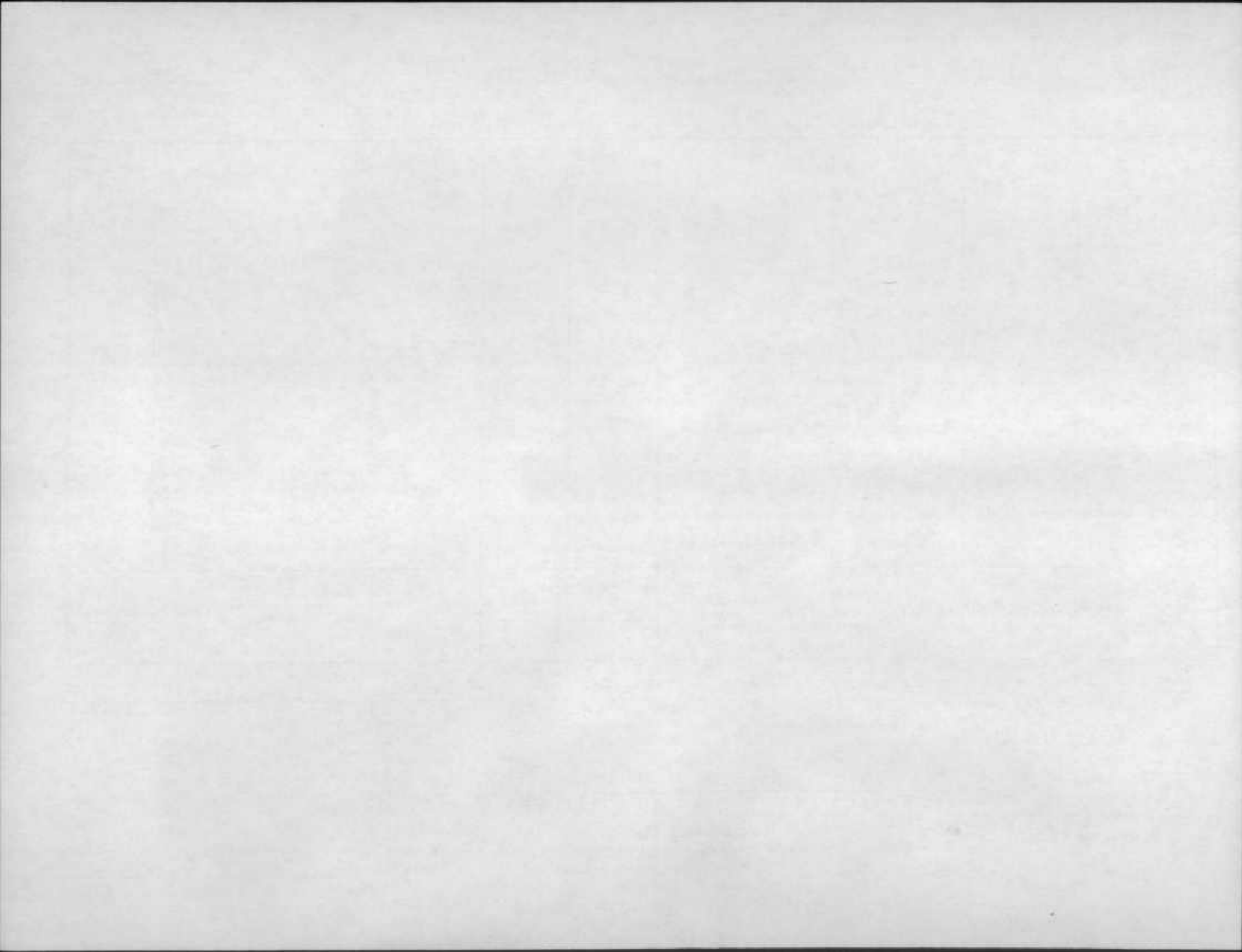
State Archivist

Signature of Court Official

Title

Date





PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 9/27/88
 COURT COUNTY DATE

453

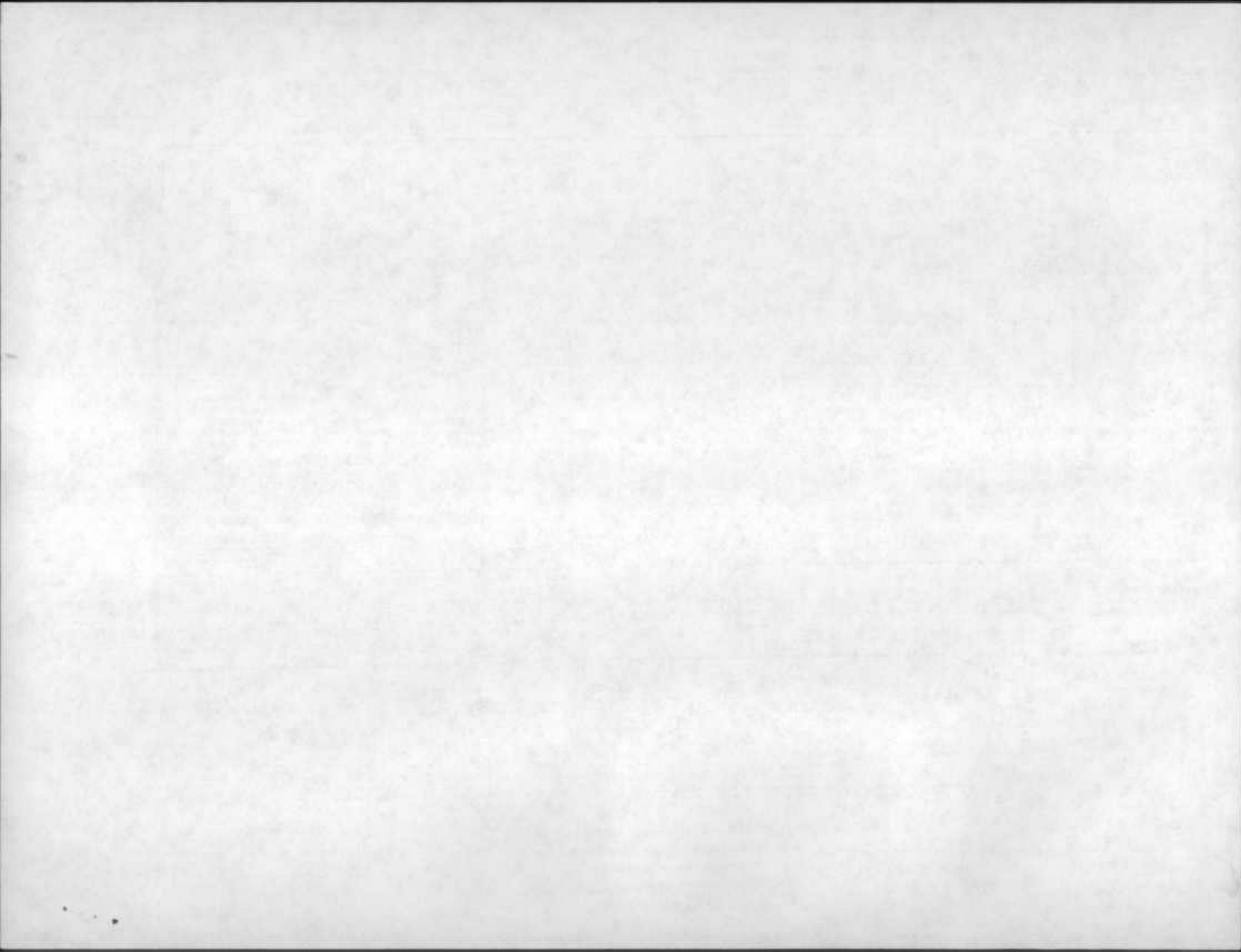
Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
	Retention Sched. No.	Item No.				
Miscellaneous Accounting (cont'd) o. Perpetual Inventory Records of Pre-Numbered Forms p. Other Subsidiary Accounting Records q. MATS Payment Batch Envelopes Including Contents	975 Sec V	Item 1 a & b	7/1/84 - 6/30/85	TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

_____ State Archivist

_____ Signature of Court Official _____ Title _____ Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 8/24/89

598

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CRIMINAL RECORDS</u> Non-Mats Traffic Citations from 1/1/85-12/31/85	975	Sec. IV (a), (b) & (c)	1/1/85-12/31/85	1		
	Statement of Charges Alleging Violations of Transportation Article 1/1/85 - 12/31/85	"	"	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	"	"	1/1/85 - 12/31/85	20		
	<u>OTHER CASES</u> Parking Citations	975	Sec VI 1a & b	1/1/85 - 12/31/85			

Destruction Approved by Hall of Records Commission

Destruction Certification

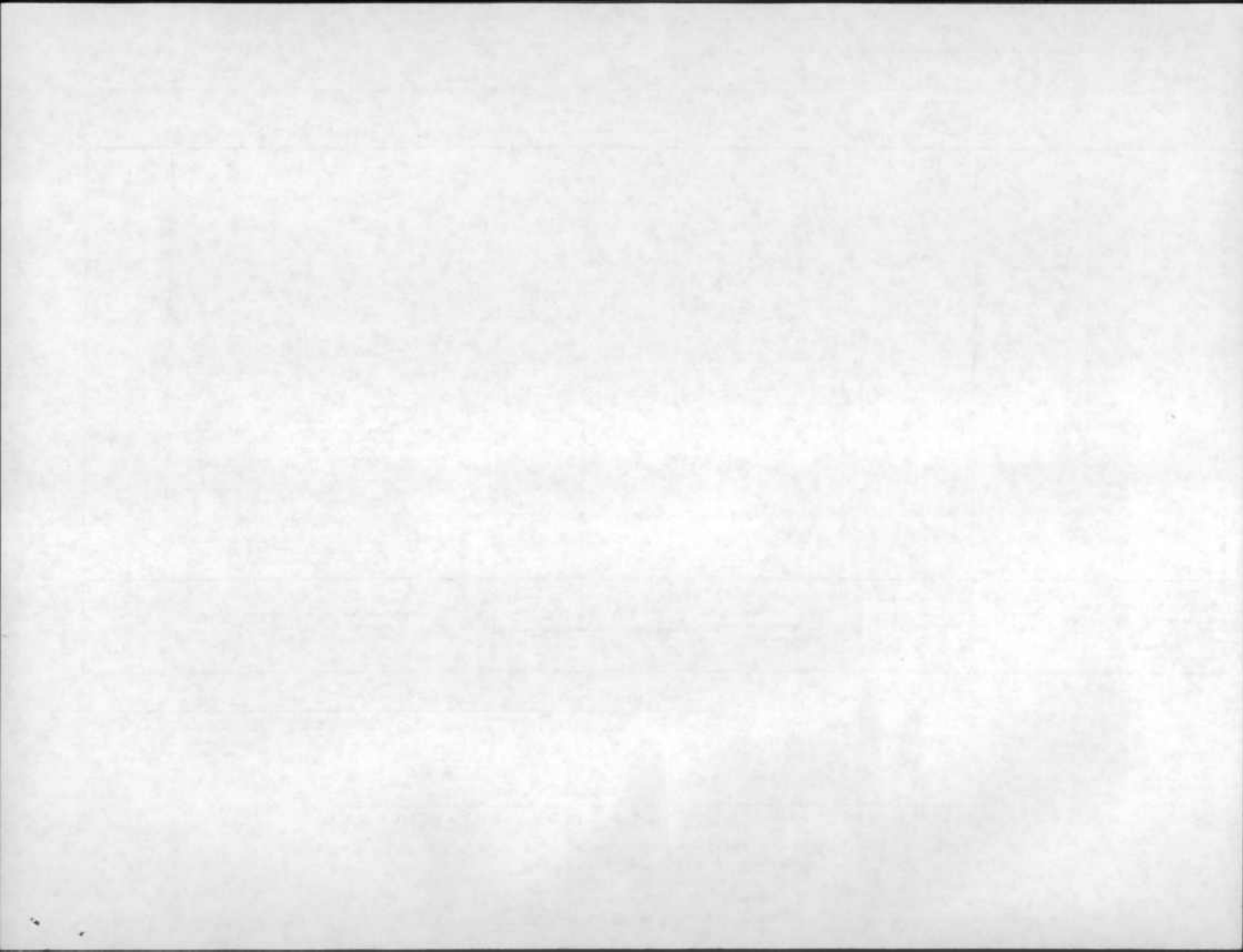
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

8/24/89

598

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CRIMINAL REOCRDS</u> 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

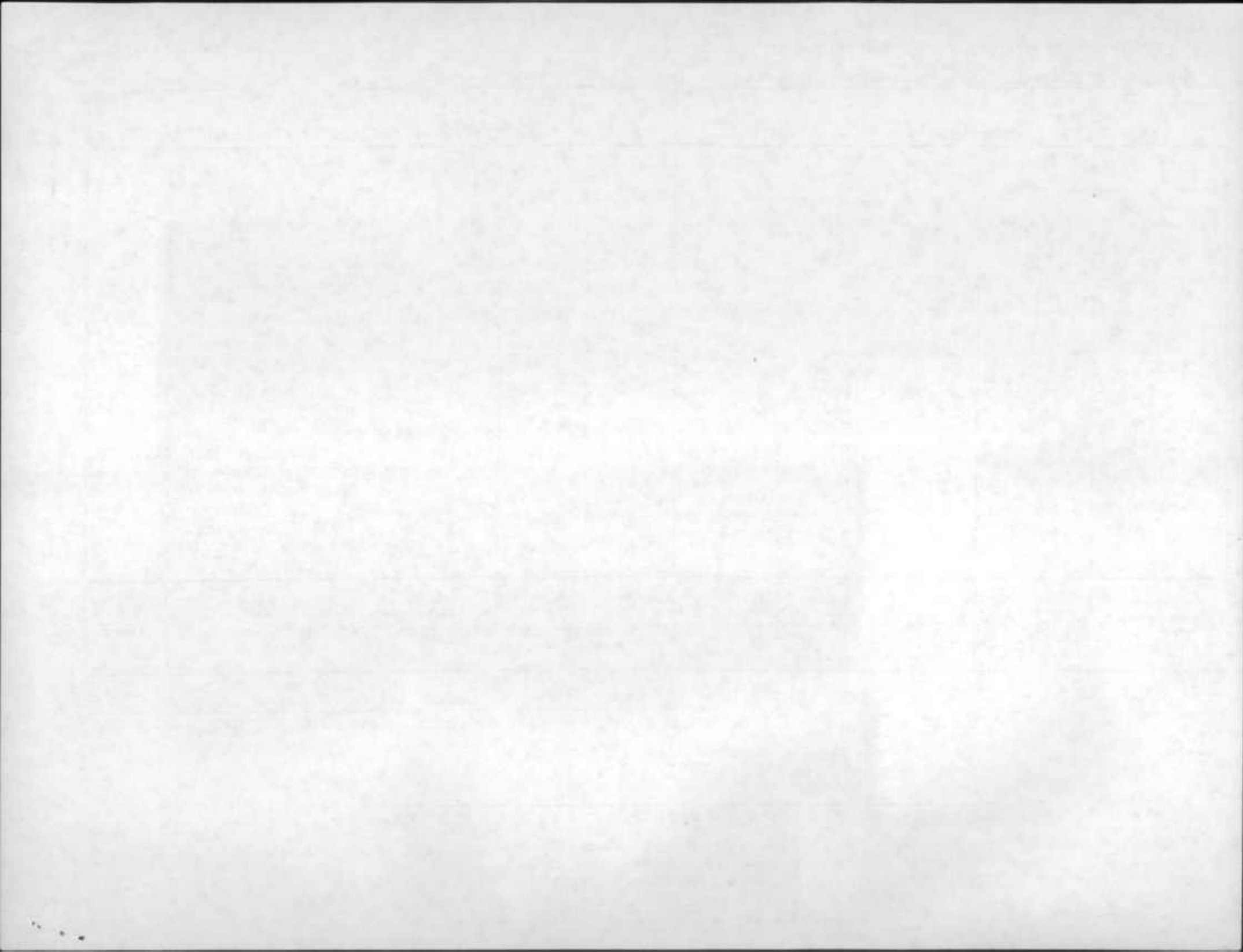
Date

State Archivist

Signature of Court Official

Title

Date



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

Received

MAY 29 1992

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION DISTRICT COURT

919

MAY 19 1992

Glen Burnie # 7 Anne Arundel Co. District Ct. 7/18/91

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil Landlord Tenant 1976, 1977, 1978			76, 77, 78	8		
	Civil Special Proceeding 1981-1986			1981 thru 1986	55		
	Civil			1975	1/2		

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

101

101

101

101

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101

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County 1/2/90
 COURT COUNTY DATE

601

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Non-Mats Traffic Citations from 1/1/86-12/31/86	975	Sec. IV (a), (b) & (c)	1/1/ - 12/31/	1		
	Statement of Charges alleging violations of Transportation Article 1/186-12/31/86	"	"	1/1 -12/31/	1		
	Misc. Papers, Orders, Etc. Entered into M.A.T.S. on cases between 1/1/86- 12/31/86	"	"	1/1 -12/31/	20		
	<u>OTHER CASES</u> Parking Citations	975	Sec. VI 1a & b	1/1/ -12/31/	1		
	<u>CRIMINAL RECORDS</u> 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 Records.	975	Sec. IV Item #2 (a), (b) & (c)	1/ - 12/	100		

Destruction Approved by Hall of Records Commission

Destruction Certification

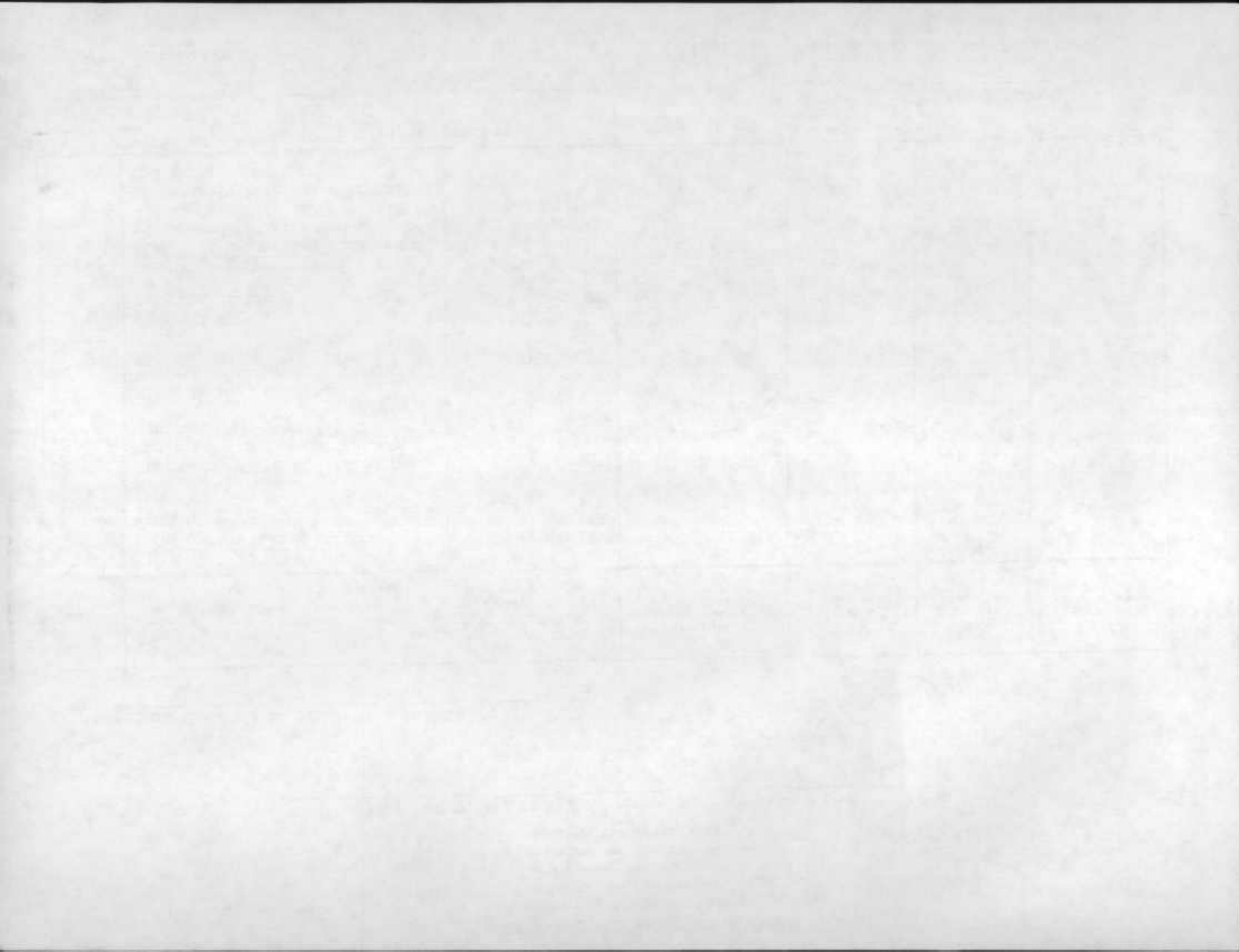
Date

State Archivist

Signature of Court Official

Title

Date



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 3-90

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

11/20/90

731

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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

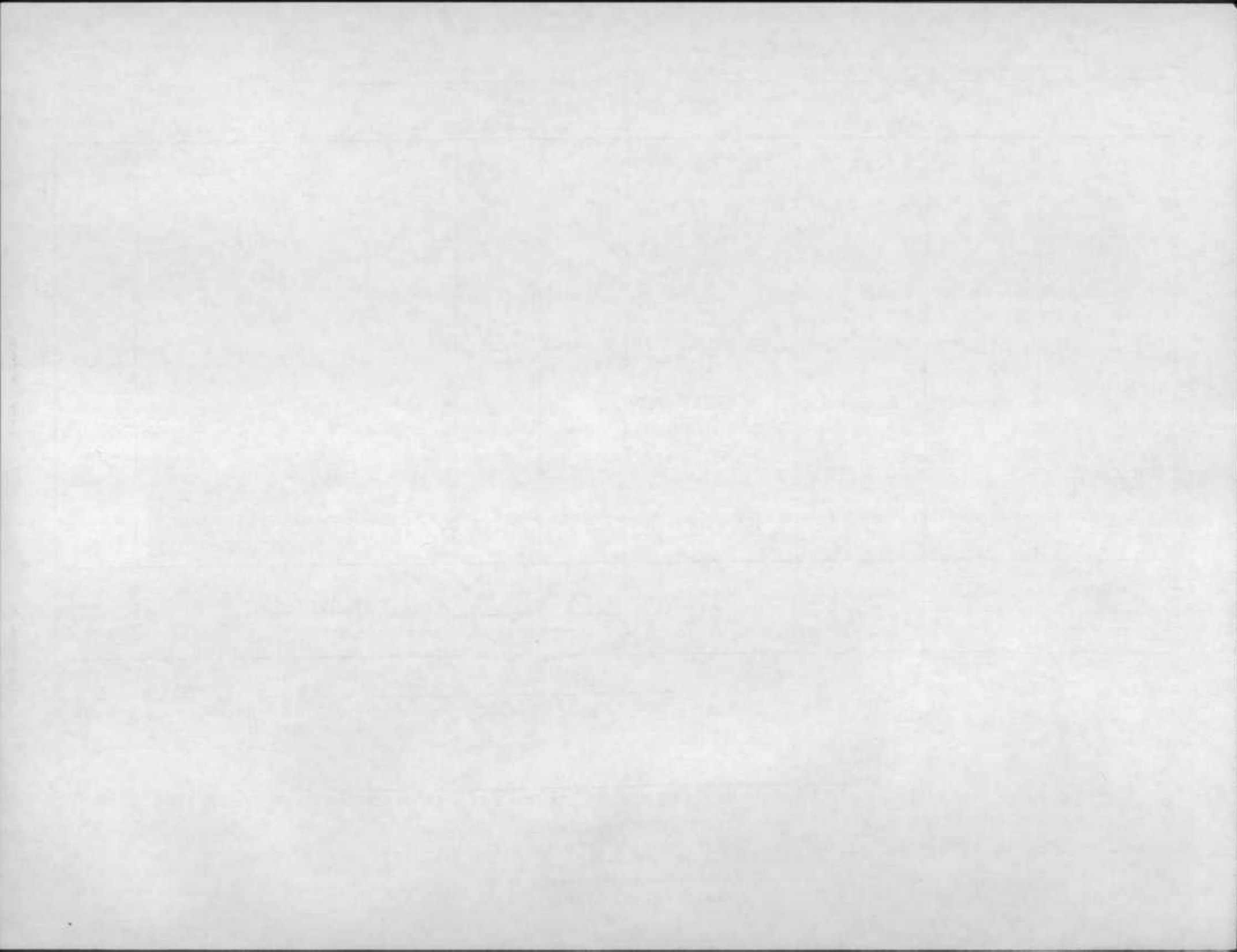
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

11/20/90

738

COURT

COUNTY

DATE

Series No.	Description of Records Includes Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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

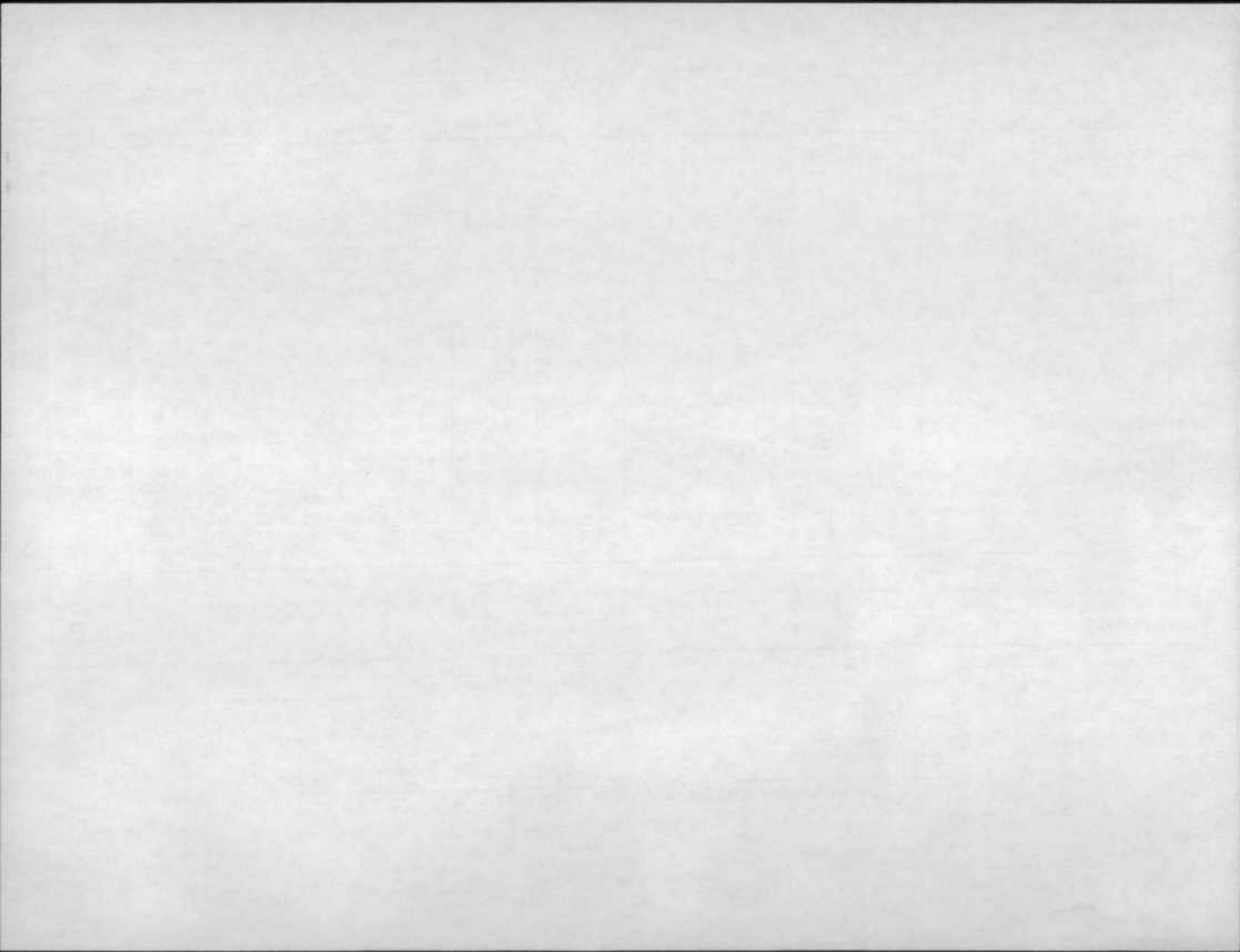
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

734

District Court for Anne Arundel County 12/4/90

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>Criminal Records</u> Section IV Criminal Case Files of Expunged Cases	975	2d	1/1/83 - 12/31/83	4		Shred
				1/1/84 - 12/31/84	4		
				1/1/85 - 12/31/85	3		
				1/1/86 - 12/31/86	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

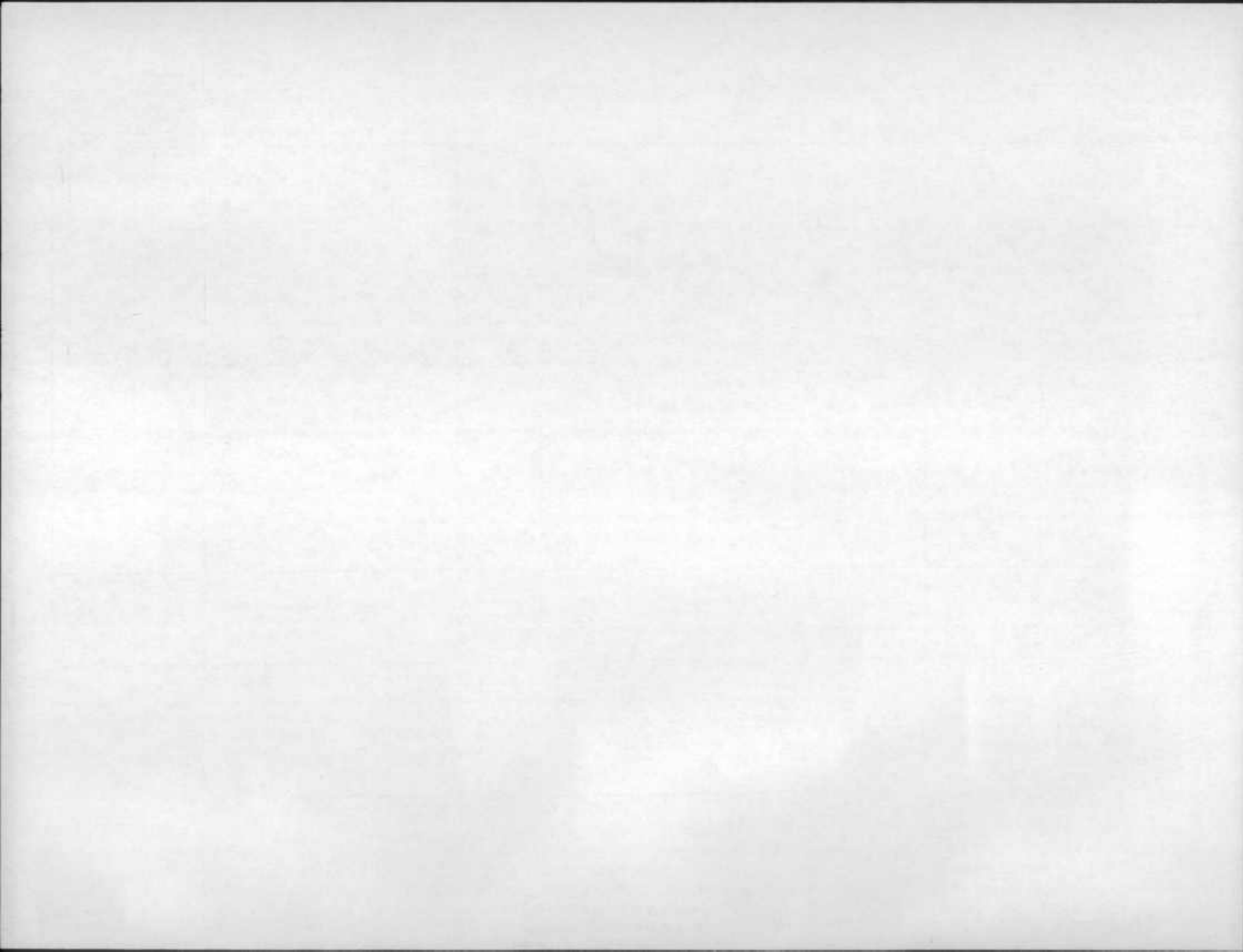
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

7/3/89

584

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>FISCAL RECORDS</u>						
	<u>General Accounting</u>			7/1/85-6/30/86			
	a. Copies of Certificate of Deposit & Deposit Slips (Now STARS-110, DCA9)	975 Sec.V	Item 1, a				
	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)						
	<u>Purchasing</u>						
	a. Copies of Warehouse Requisitions DCA34	975 Sec. V	Item 3	7/1/85-6/30/86			
	b. Copies of Receiving Reports DCA 22						
	c. Copies of Equip. & Supplies Requisitions Headquarters (No form number)						
					TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

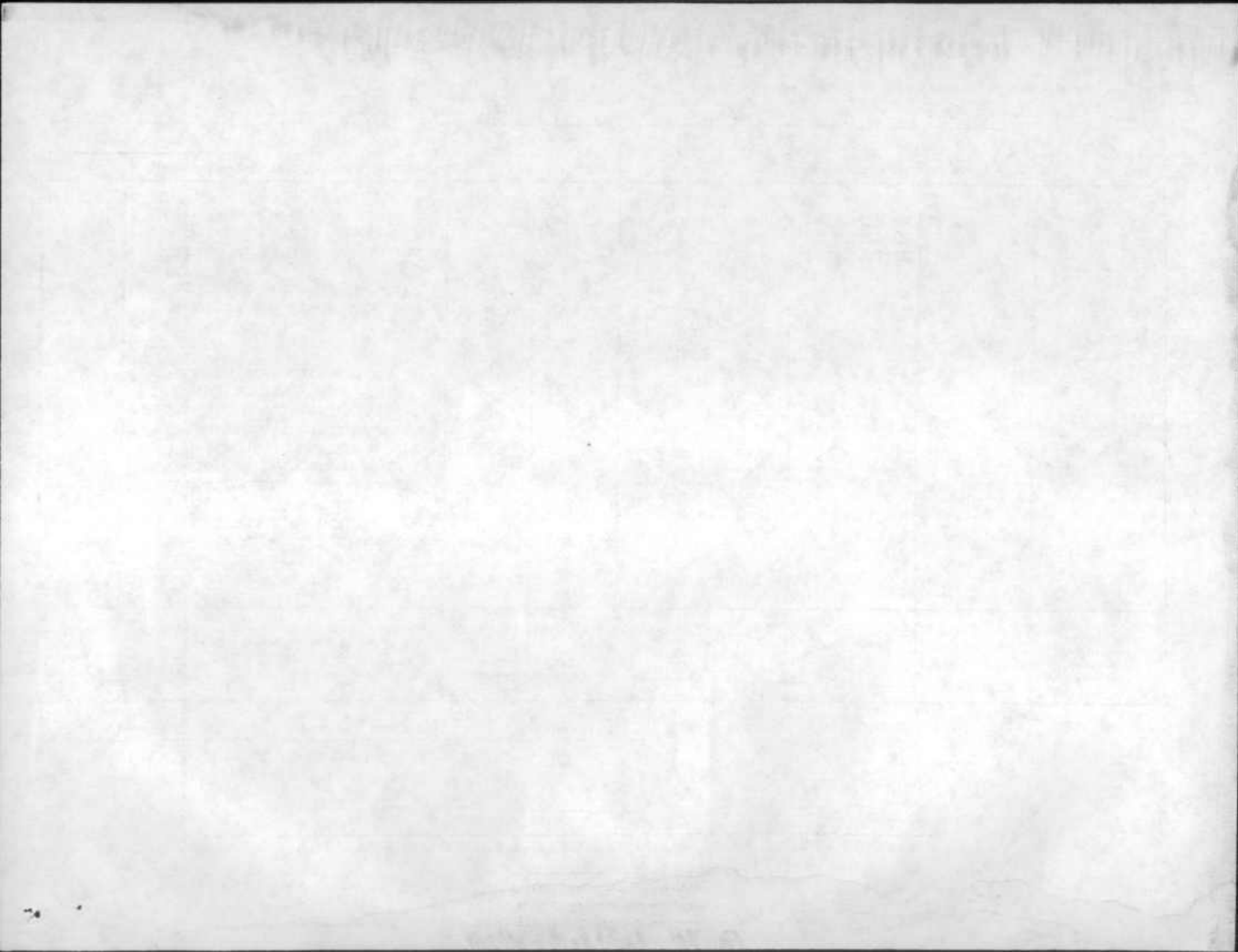
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County

586

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>Payroll Accounting</u> a. Copies of Payroll and Check Registers (Now Form 305)	975		7/1/85-6/30/86			
	<u>Miscellaneous Accounting</u> 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 & Reimbursement 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 Audit Copies of CV 8 Forms, Etc.	975 Sec. V	Item 1 a & b				
					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 and Submission on Reverse Side

Faint, illegible text at the top of the page, possibly bleed-through from the reverse side.

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court for Anne Arundel County
 COURT COUNTY

7/3/89
 DATE

586

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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	Item 1 a & b	7/1/85-6/30/86	TOTAL VOLUME OF ALL PARTS IS 25 CU.FT.		

Destruction Approved by Hall of Records Commission

Destruction Certification

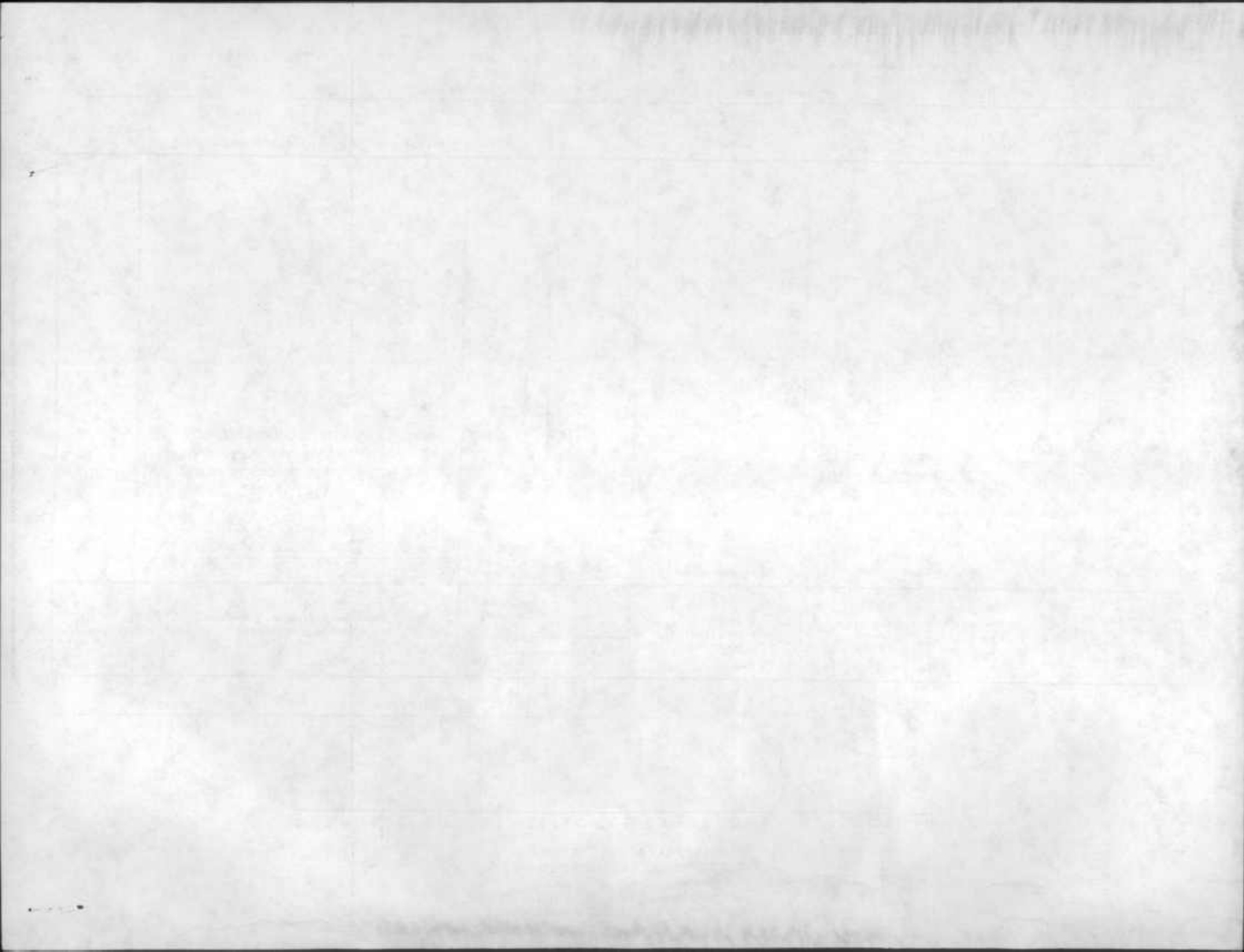
Date

State Archivist

Signature of Court Official

Title

Date



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-CV2-96

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

06/04/96
 Date

1579

Series N ^o	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Schedule N ^o	Item N ^o				
	OTHER CASES-Unstripped Case Files - Glen Burnie Civil	Sec. 975	Item 1	1/2/86-12/31/86	140		

Action Approved by Hall of Records Commission

Destruction Certification

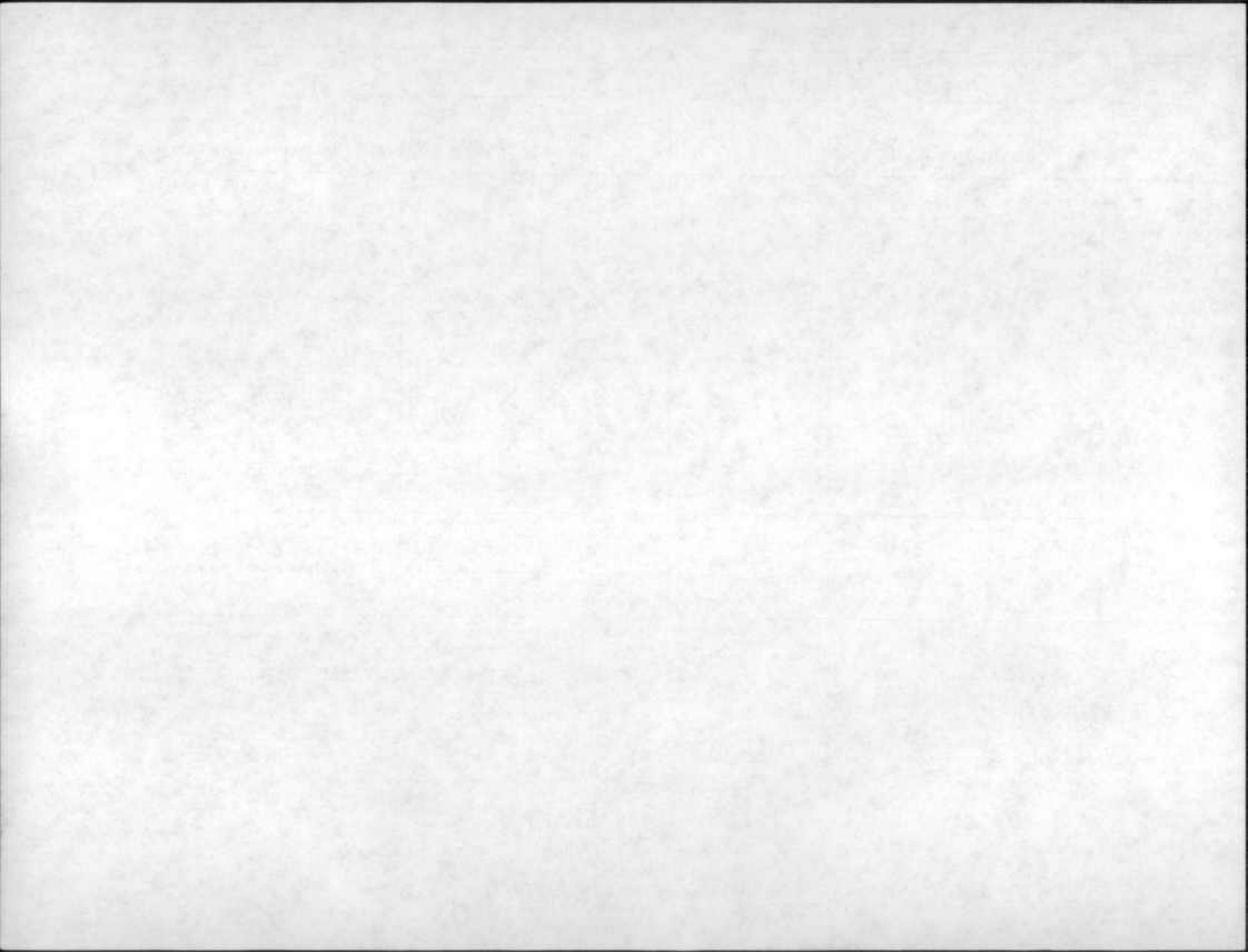
 State Archivist

 Signature of Court Official

 Title

 Date

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

Anne Arundel County District Court

7/20/90

725

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Unused File Folders 956543-958000	975 Section II	Item 2		2		Recycle

Destruction Approved by Hall of Records Commission

Destruction Certification

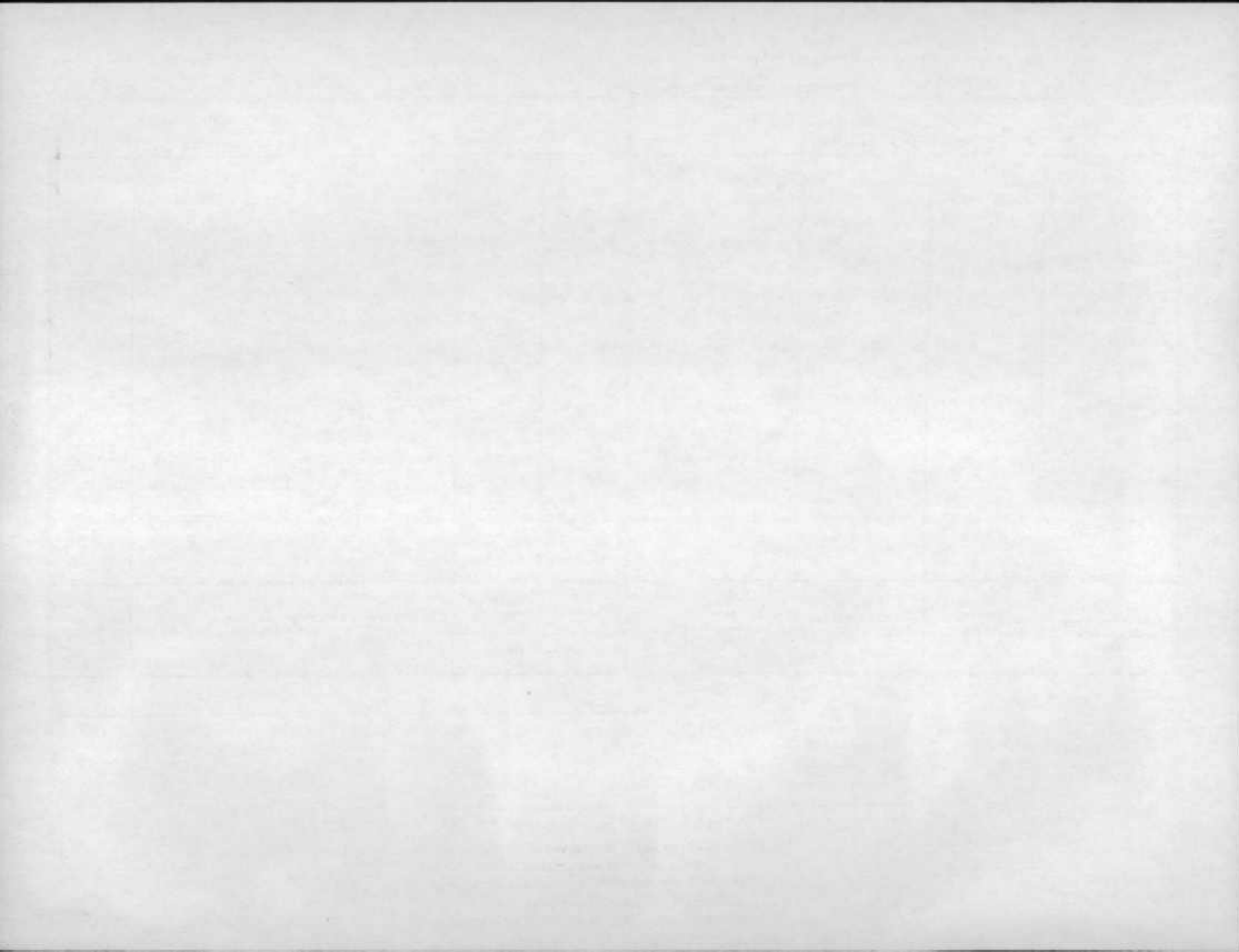
Date

State Archivist

Signature of Court Official

Title

Date



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

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

1604

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

09/05/96
 Date

Series Nº	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Schedule Nº	Item Nº				
	OTHER CASES-Unstripped Case Files - Glen Burnie Civil	Sec. 975	Item 1	1/2/87-12/31/87	121		

Destruction Approved by Hall of Records Commission

Destruction Certification

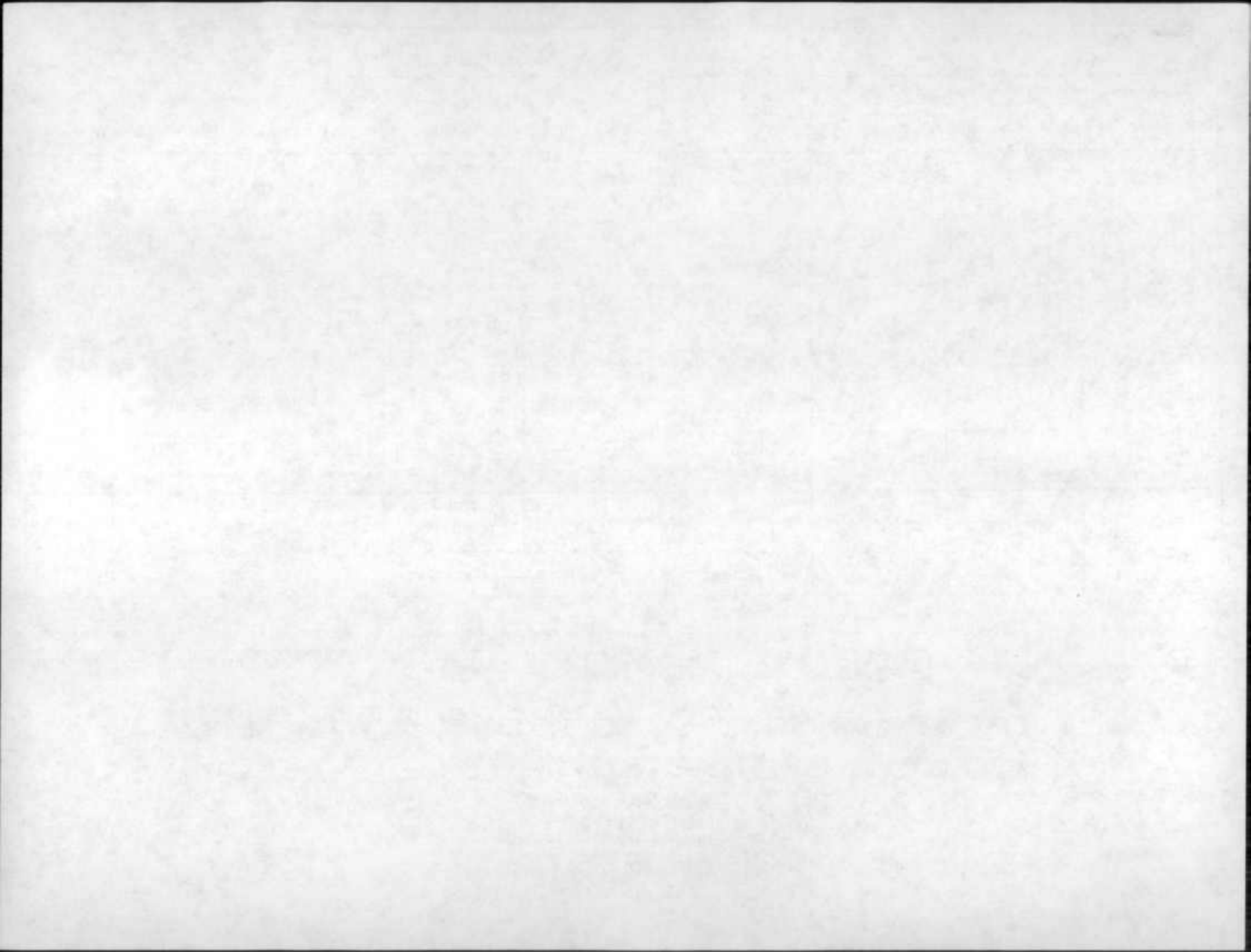
 State Archivist

 Signature of Court Official

 Title

 Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 NOV -7 PM 2 32

729

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

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>CIVIL</u> Electronic Recordings Testimony	975 Section II	Item 2	1/1/87 -12/31/87	35 cu ft.		
	<u>CRIMINAL</u> Electronic Recordings Testimony	975 Section II	Item 2	1/1/87 - 12/31/87			
	<u>OTHER CASES</u> Electronic Recordings Testimony	975 Section II	Item 2	1/1/87 - 12/31/87			

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

DC Cert 7-1-F1-90

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION 1990 NOV -7 PM 2 32

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

730

COURT COUNTY DATE

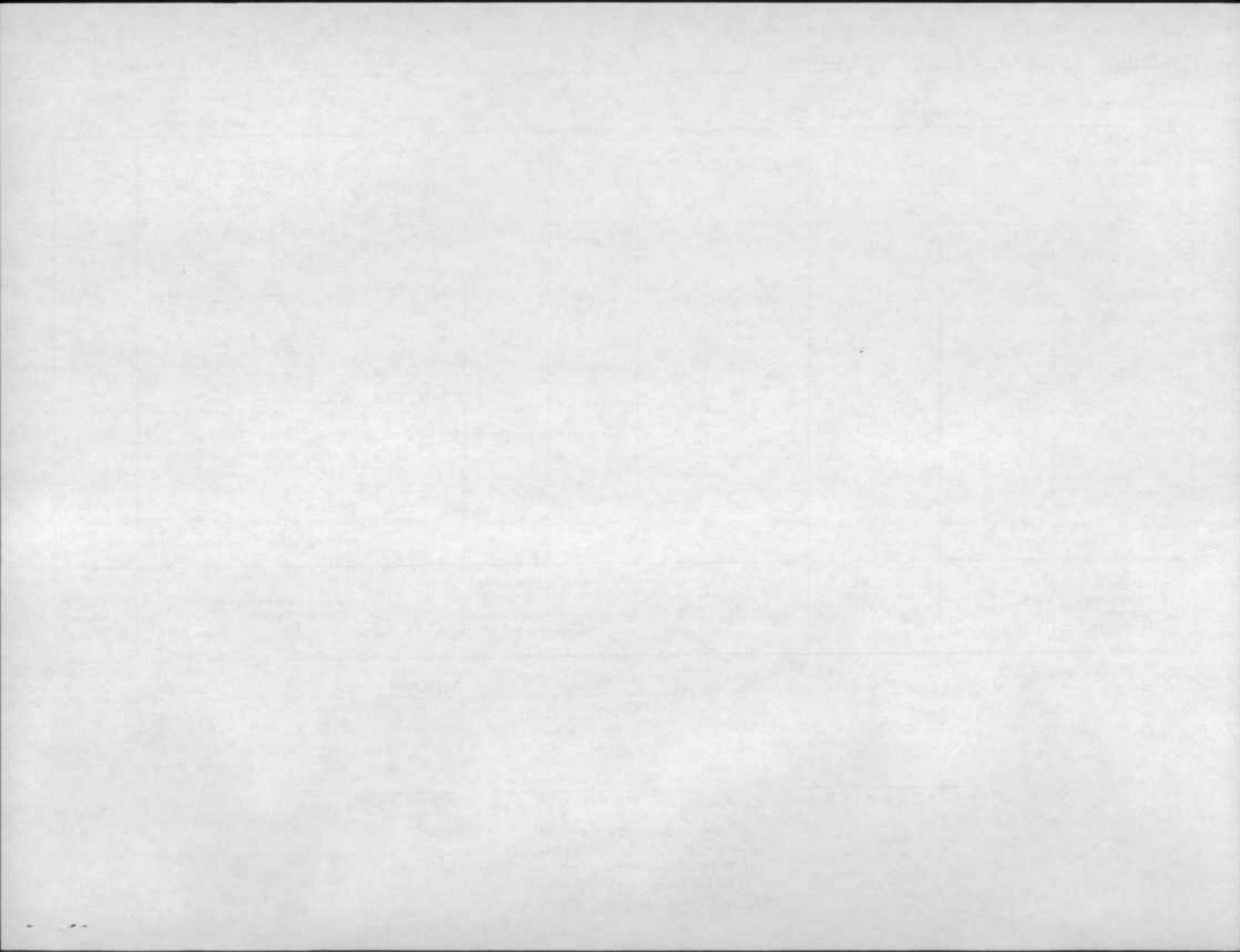
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>GENERAL ACCOUNTING RECORDS</u>	655	II-2	7/1/86-6/30/87			
	a. Copies of Certificate of Deposit and Deposit Slips (now STARS-110, DCA9)						
	b. Copies of CAD R-1 or Substitute Monthly Reports						
	c. Copies of Allocation-Adjustment (Now STARS-120)						
	d. Cash Transmittals (DCA 20)						
	e. Traffic and Criminal transmittal sheets						
	<u>PURCHASING RECORDS</u>	655	II-3	7/1/86-6/30/87			
	a. Copies of Warehouse Requisitions DCA34						
	b. Copies of Receiving Reports DCA 22						
	c. Copies of Equipment & Supplies Requisitions Headquarters (no form number)						

Destruction Approved by Hall of Records Commission

Destruction Certification

Date _____ State Archivist _____

Signature of Court Official _____ Title _____ Date _____



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 NOV -7 PM 2 32

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

730

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<u>PAYROLL ACCOUNTING RECORDS</u> a. Copies of Payroll and Check registers (now form 305)	655	II-5	7/1/86-6/30/87			
	<u>MISCELLANEOUS ACCOUNTING RECORDS</u> 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.	655	II-6	7/1/86-6/30/87			

Destruction Approved by Hall of Records Commission

Destruction Certification

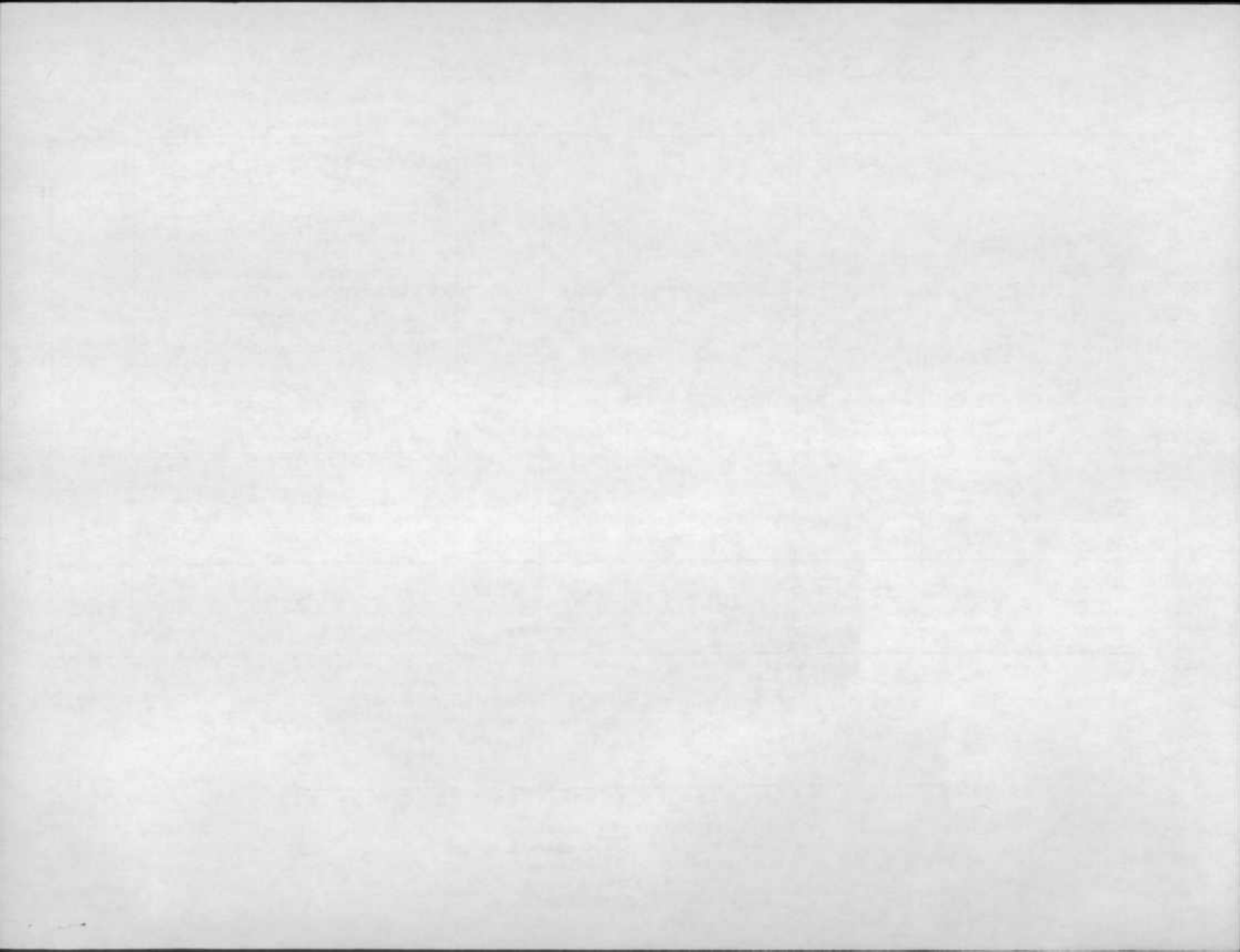
Date

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

DC Cert 7-1-F1-90

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 NOV -7 PM 2 32

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

COURT COUNTY DATE

730

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p><u>MISCELLANEOUS ACCOUNTING RECORDS</u> Continued</p> <p>n. Cash register detail tapes and daily close-out reports. l. DCA 4, DCA 7 transmittals or equivalent j. Reconciliation and trial balance sheets k. Control and detail accounts for bad checks, escrow monies, Defferred and Parole and Probation receivables, bond forfeitures and transcripts, etc. i. Overage and Shortage reports m. Paid deferred and Parole and Probation account orders, bad checks, etc. n. Copies of out-of-state telephone logs.</p>						

Destruction Approved by Hall of Records Commission

Destruction Certification

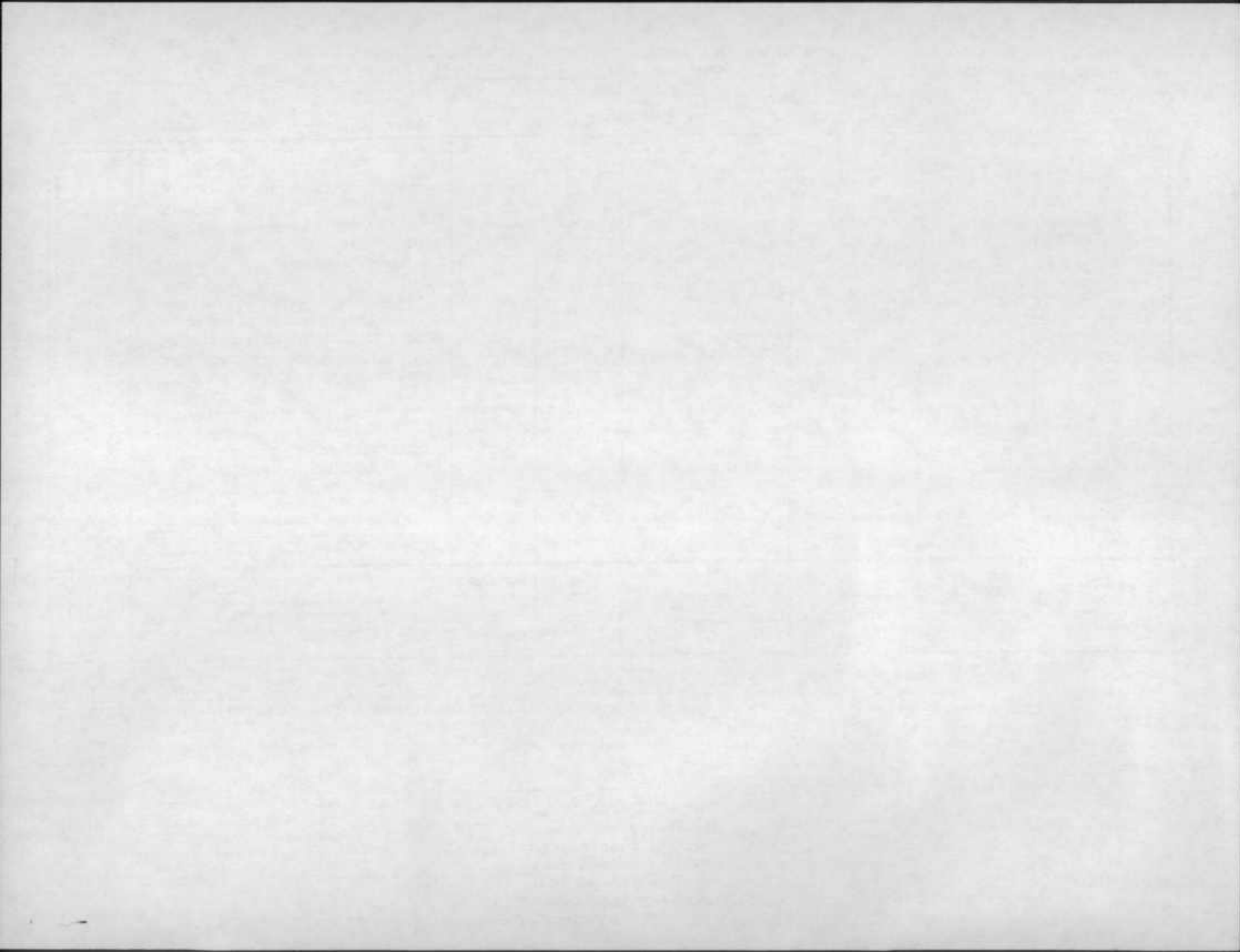
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1990 NOV -7 PM 2 32

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

COURT

COUNTY

DATE

730

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p><u>MISCELLANEOUS ACCOUNTING RECORDS</u> Continued</p> <p>o. Perpetual inventory records of pre-numbered forms. p. Other subsidiary accounting records</p>				Total Volume of all parts is 20 cu.ft.		

Destruction Approved by Hall of Records Commission

Destruction Certification

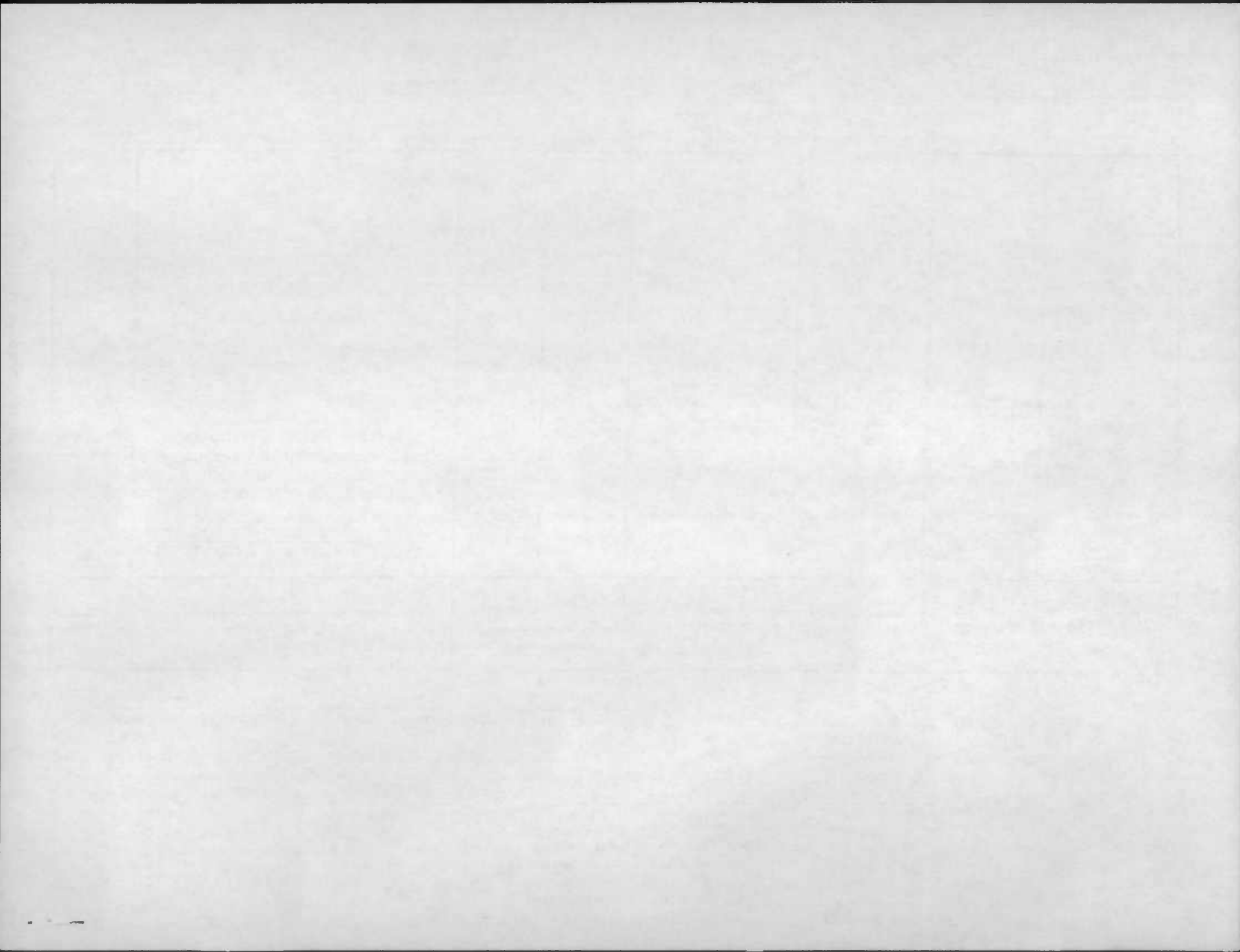
Date

State Archivist

Signature of Court Official

Title

Date



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

1078

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT# 7-1 ANNAPOLIS 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 #	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

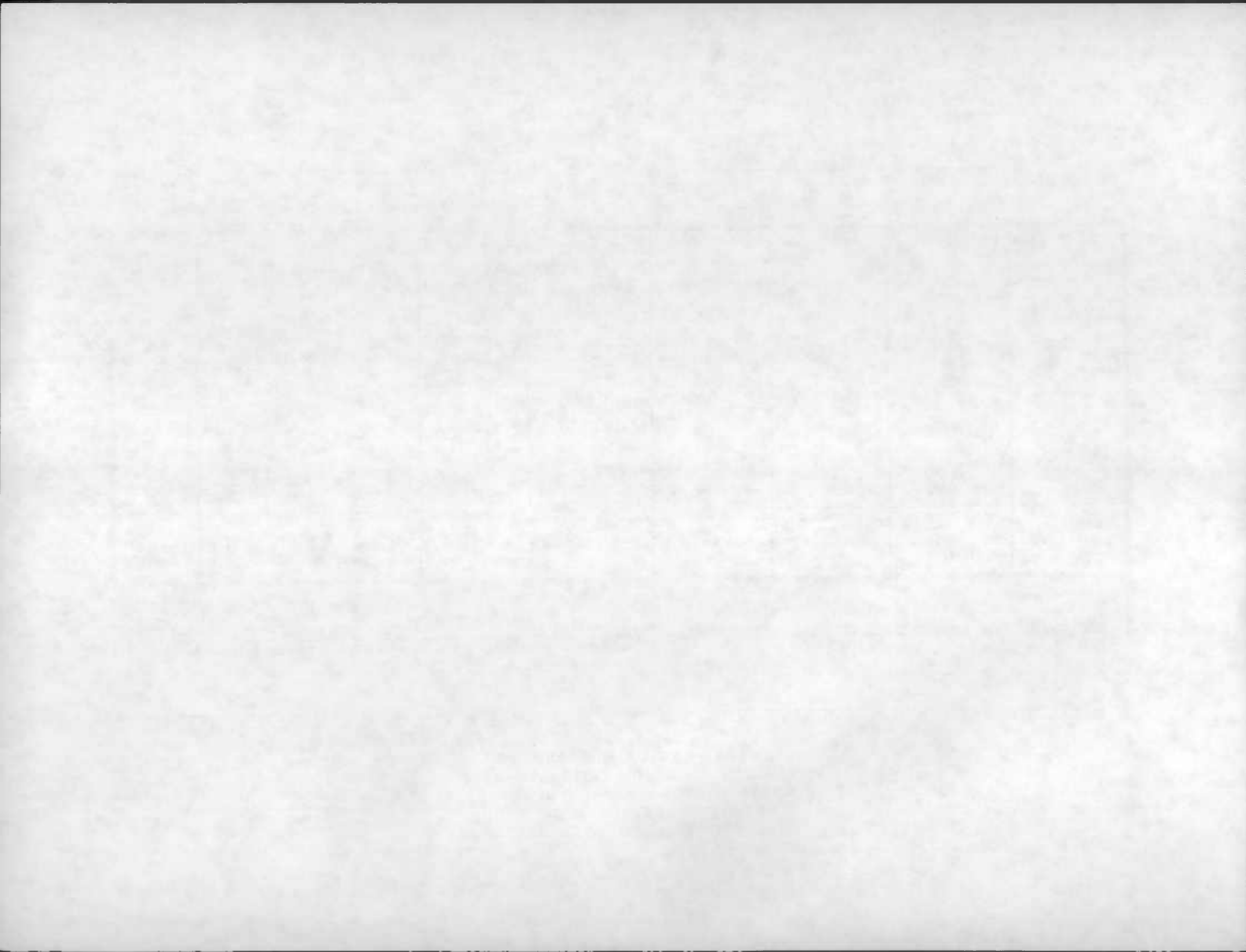
Date

State Archivist

Signature of Court Official

Title

Date



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

1079

P R O P O S A L A N D C E R T I F I C A T E O F R E C O R D S D E S T R U C T I O N

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

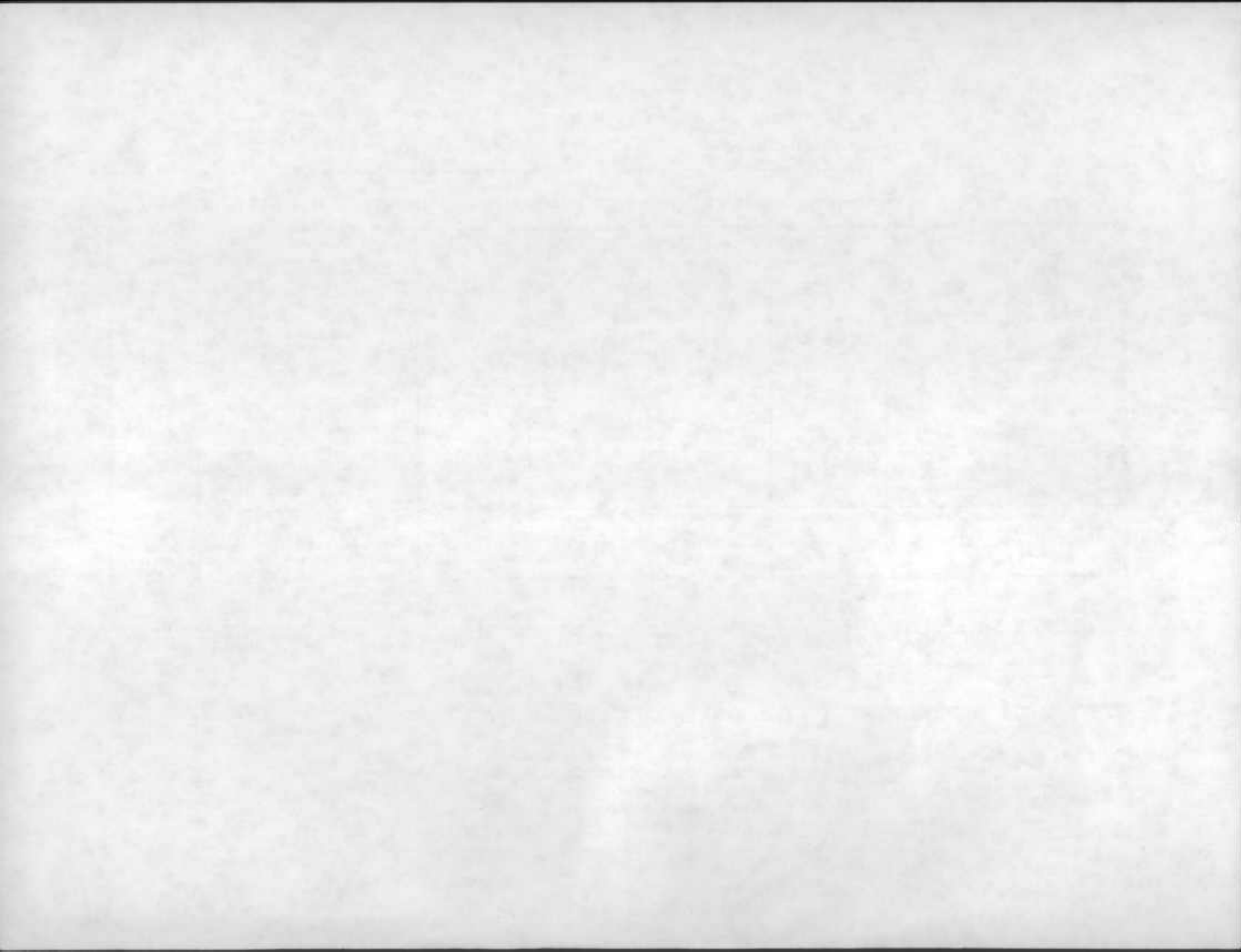
DISTRICT COURT RECORDS CENTER
 CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc., shred, landfill, 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

Date State Archivist Signature of Court Official Title Date



DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
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 JESSUP, MD 20794-0275

DC Cert. 7-1-CR2-92

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

MAR 25 1992

DISTRICT COURT

889

District Court for Anne Arundel County

3/17/92

COURT

COUNTY

DATE

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

Destruction Approved by Hall of Records Commission

Destruction Certification

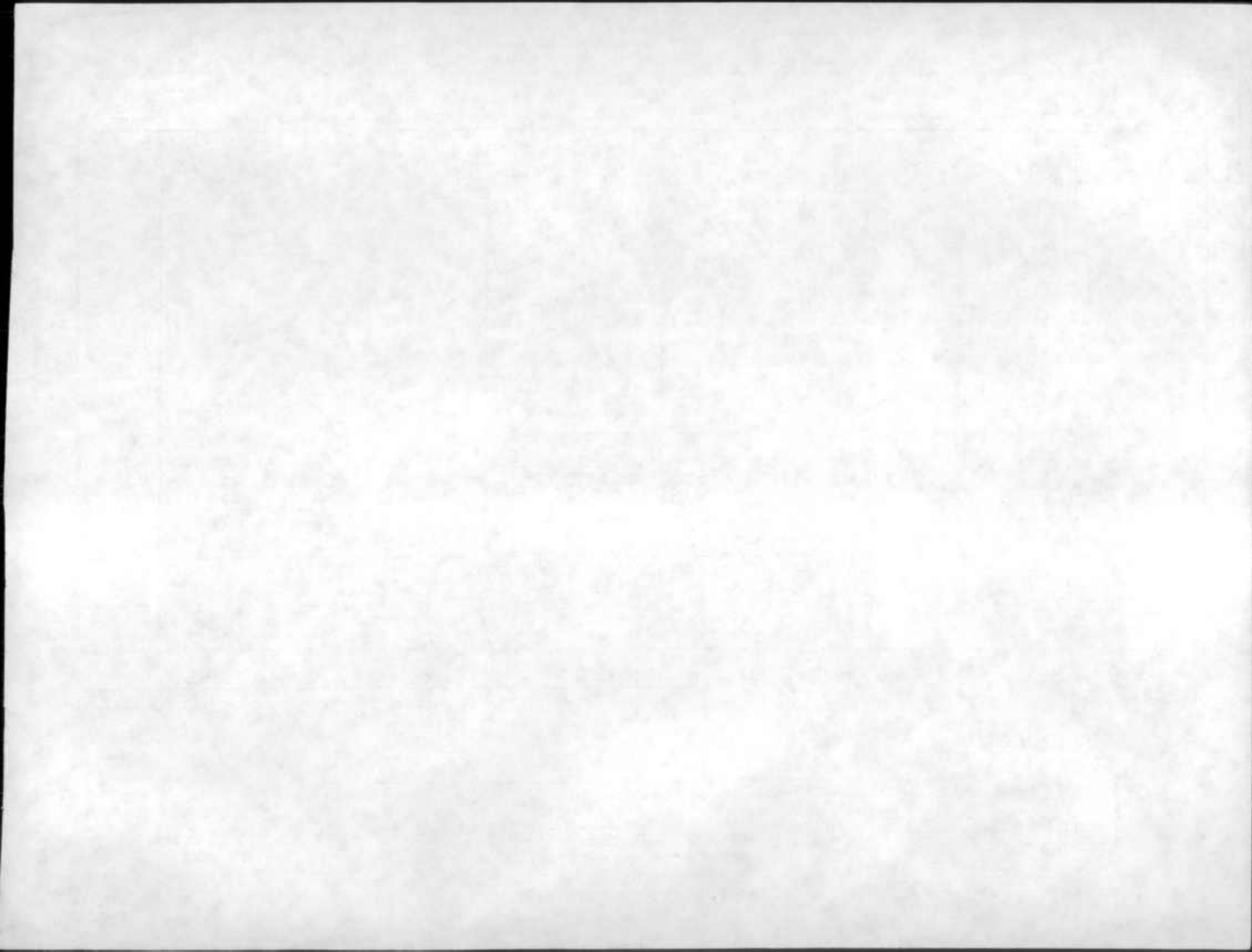
Date

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #8 Baltimore County 03/06/91

755

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.
		Retention Sched. No.	Item No.				
	Microfilm Reels Criminal cases (People's Court of Towson)	975	sec IV item 2	1964	5		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

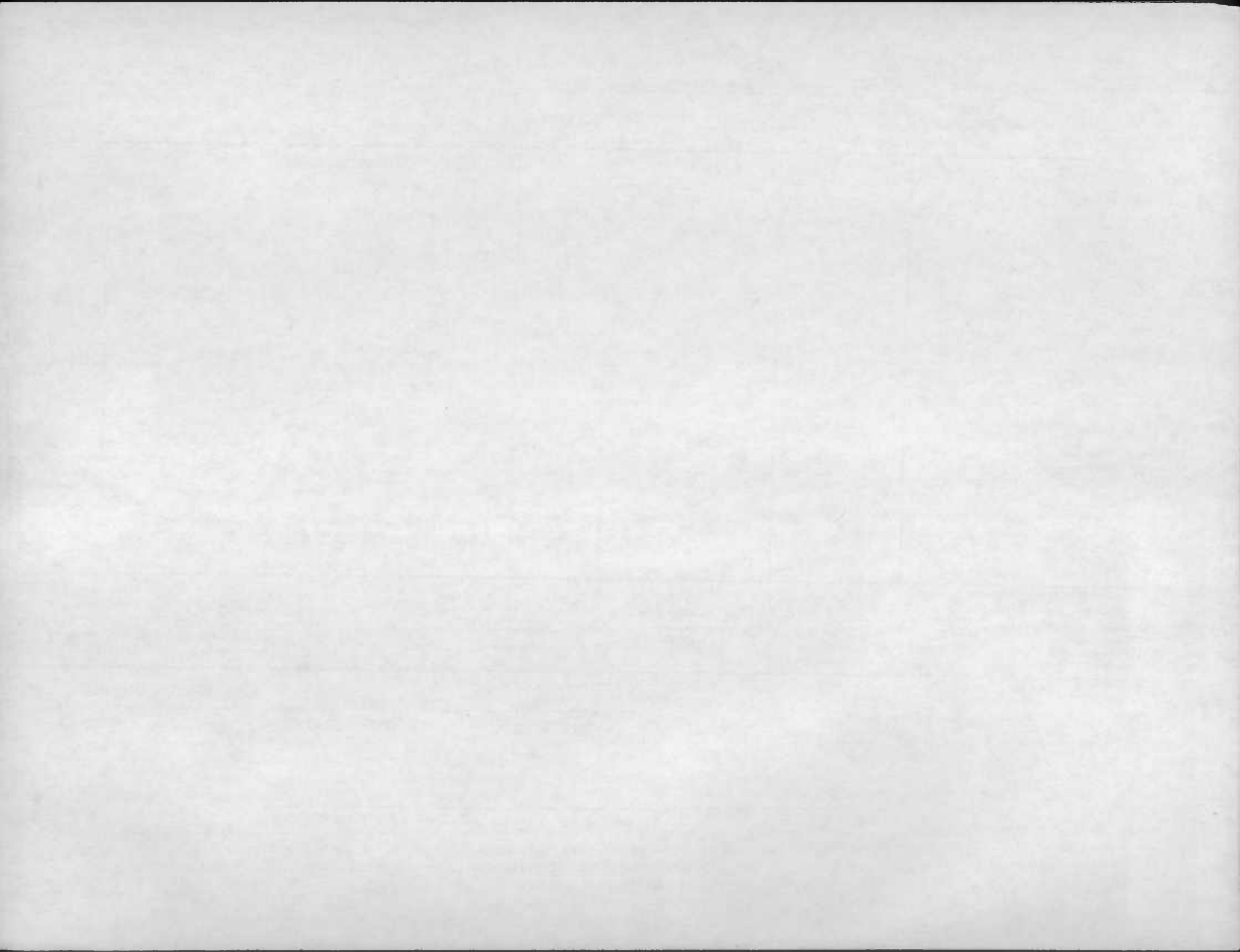
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT BALTIMORE COUNTY
 COURT COUNTY DATE

274

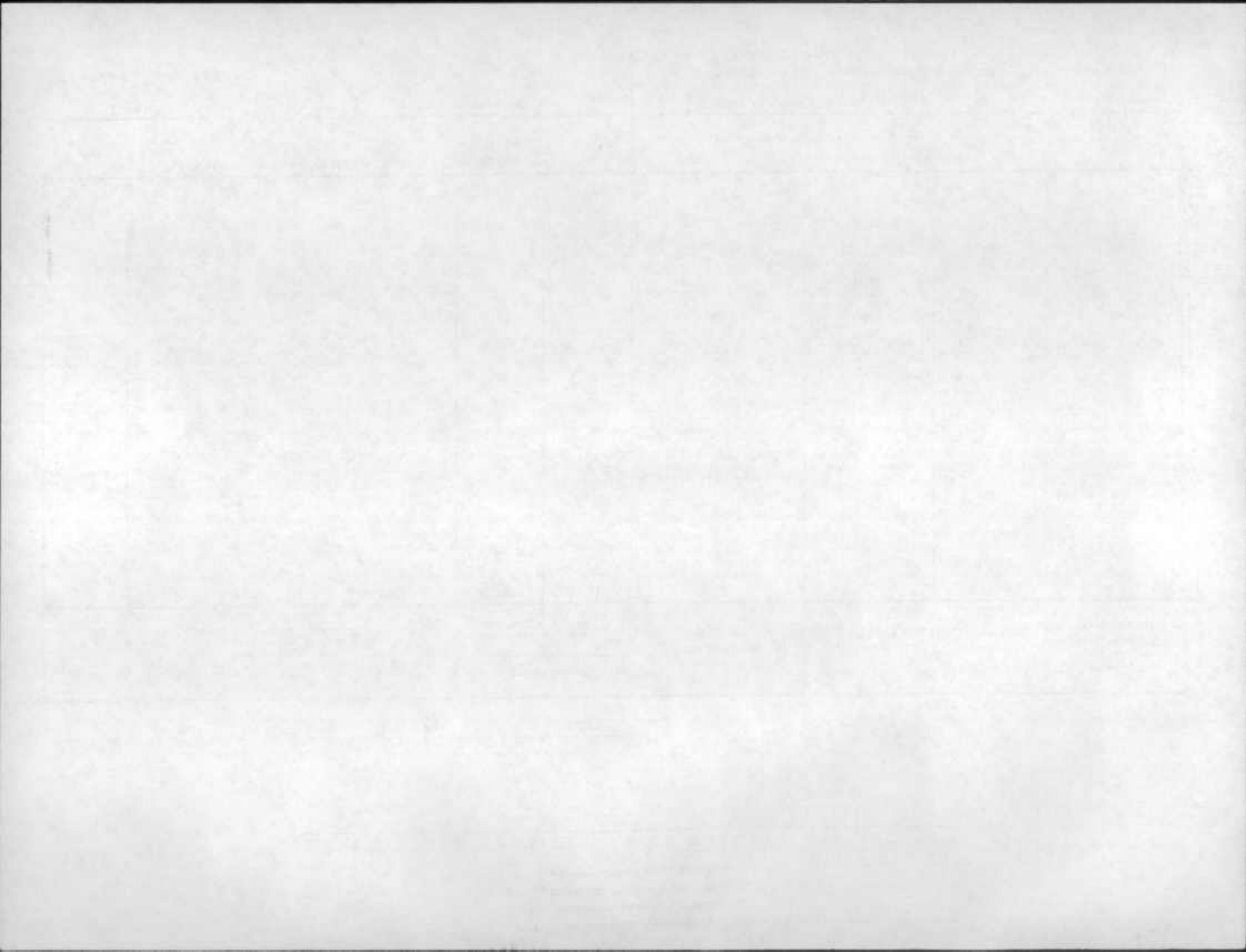
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil-1971	975	SEC. II ITEM II	1971	66		

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

Accession No. 75W291

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

273

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil - 1972	975	SEC. II ITEM II	1972	47		

Destruction Approved by Hall of Records Commission

Destruction Certification

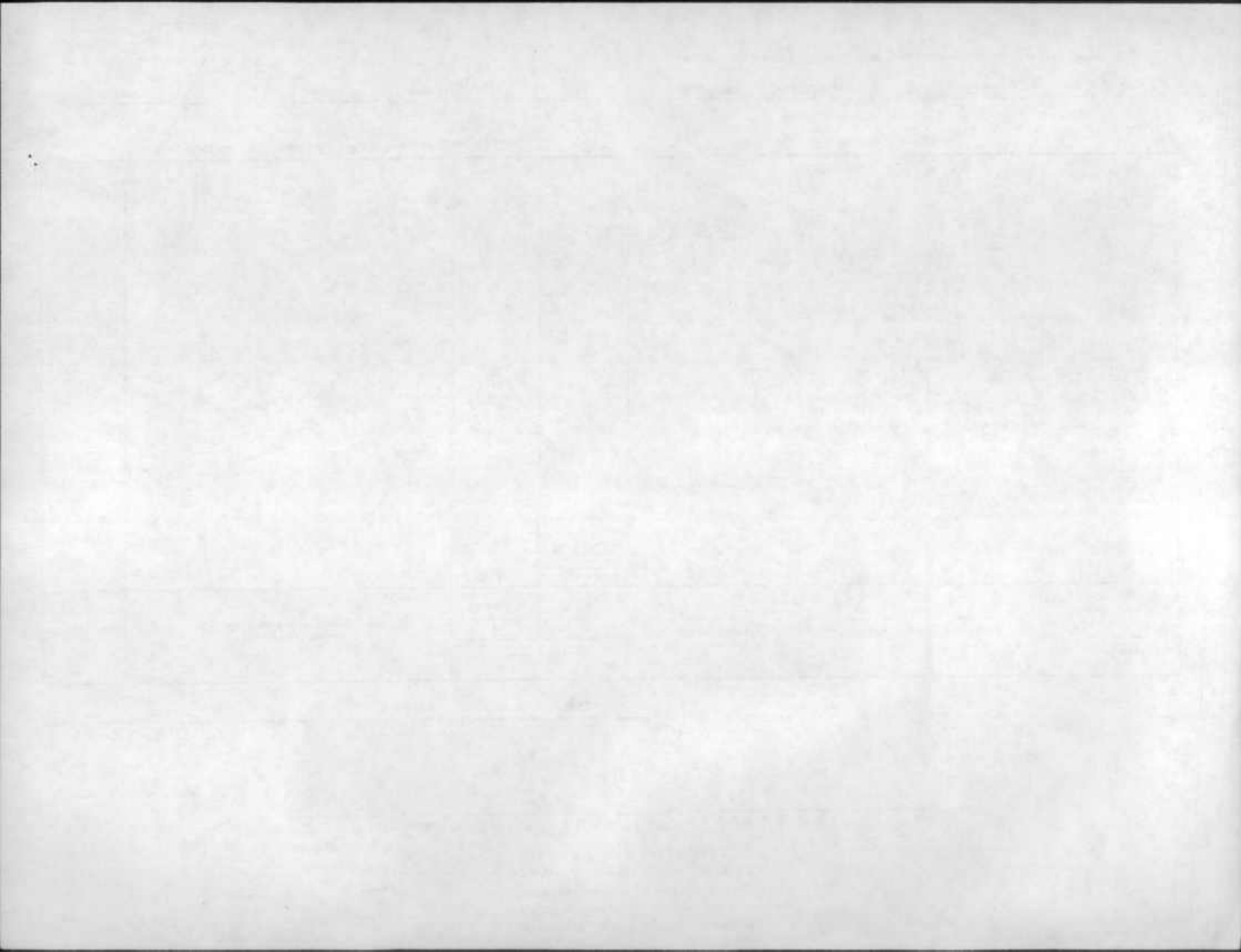
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT COURT BALTIMORE COUNTY _____
 COURT COUNTY DATE

274

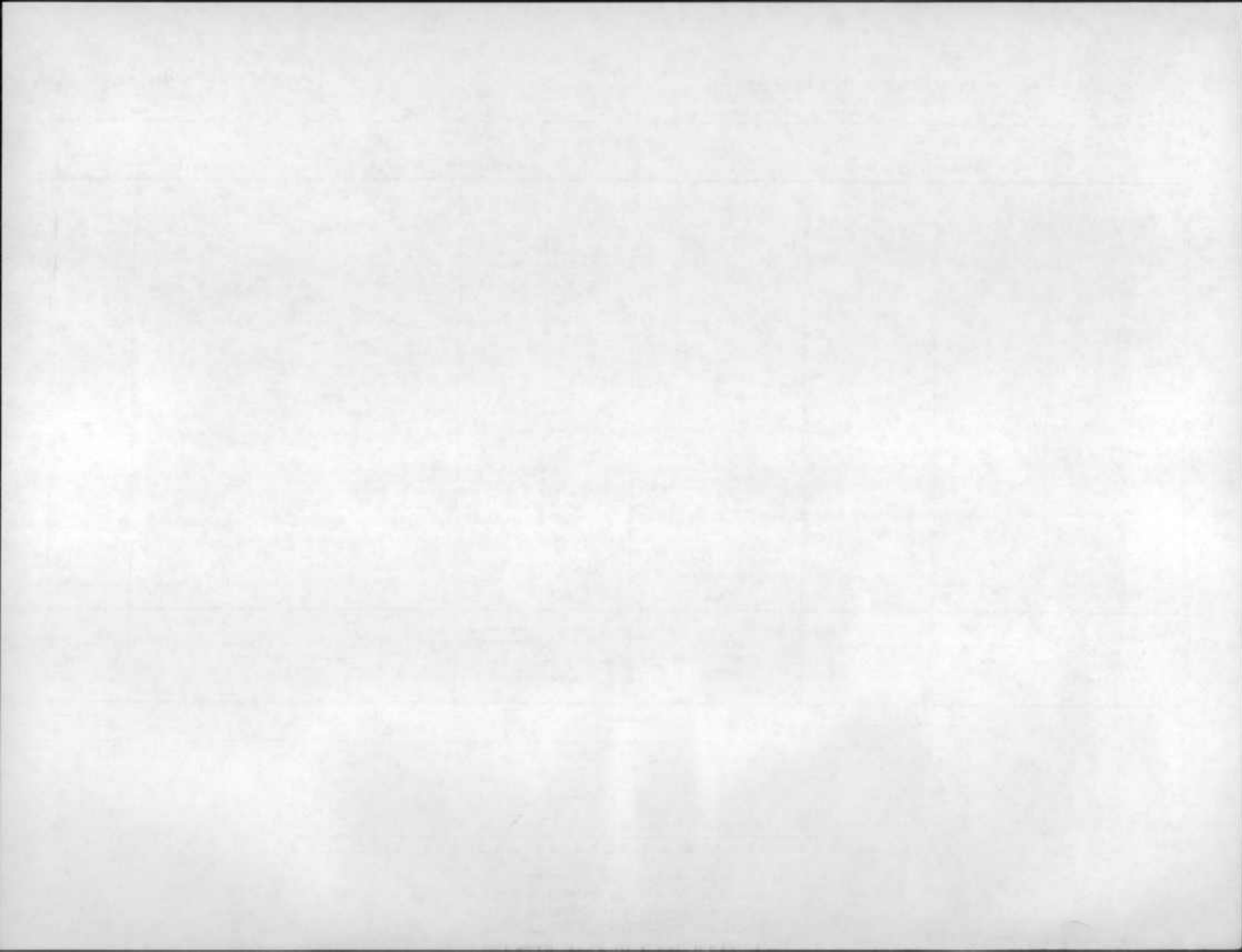
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CIVIL-1972	975	SEC. II ITEM II	1972	36		

Destruction Approved by Hall of Records Commission

Destruction Certification

_____ Date _____ State Archivist

_____ Signature of Court Official _____ Title _____ Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

(275)

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL - 1971-1973	975	SEC. IV ITEM II	1971-1973	22		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

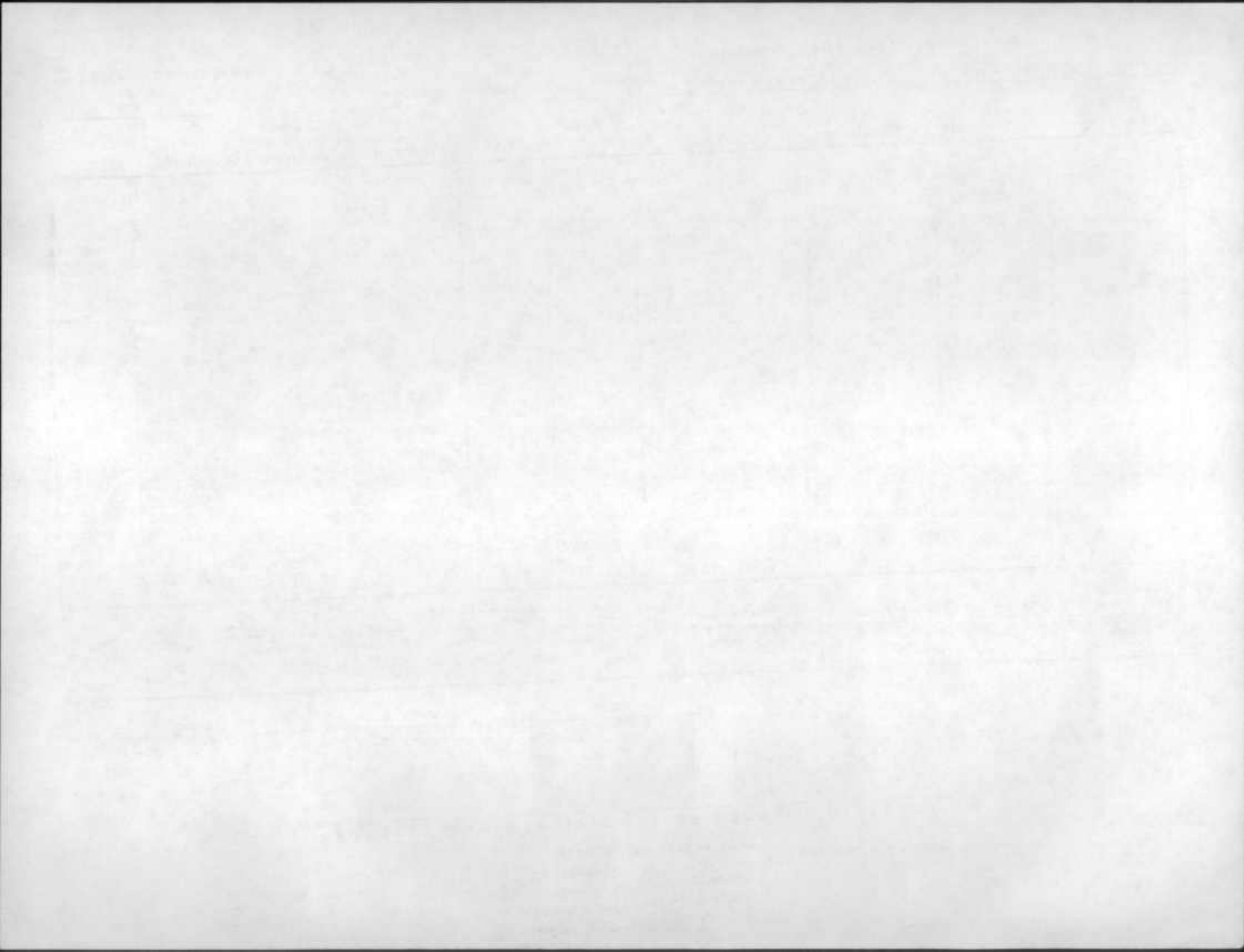
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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

291

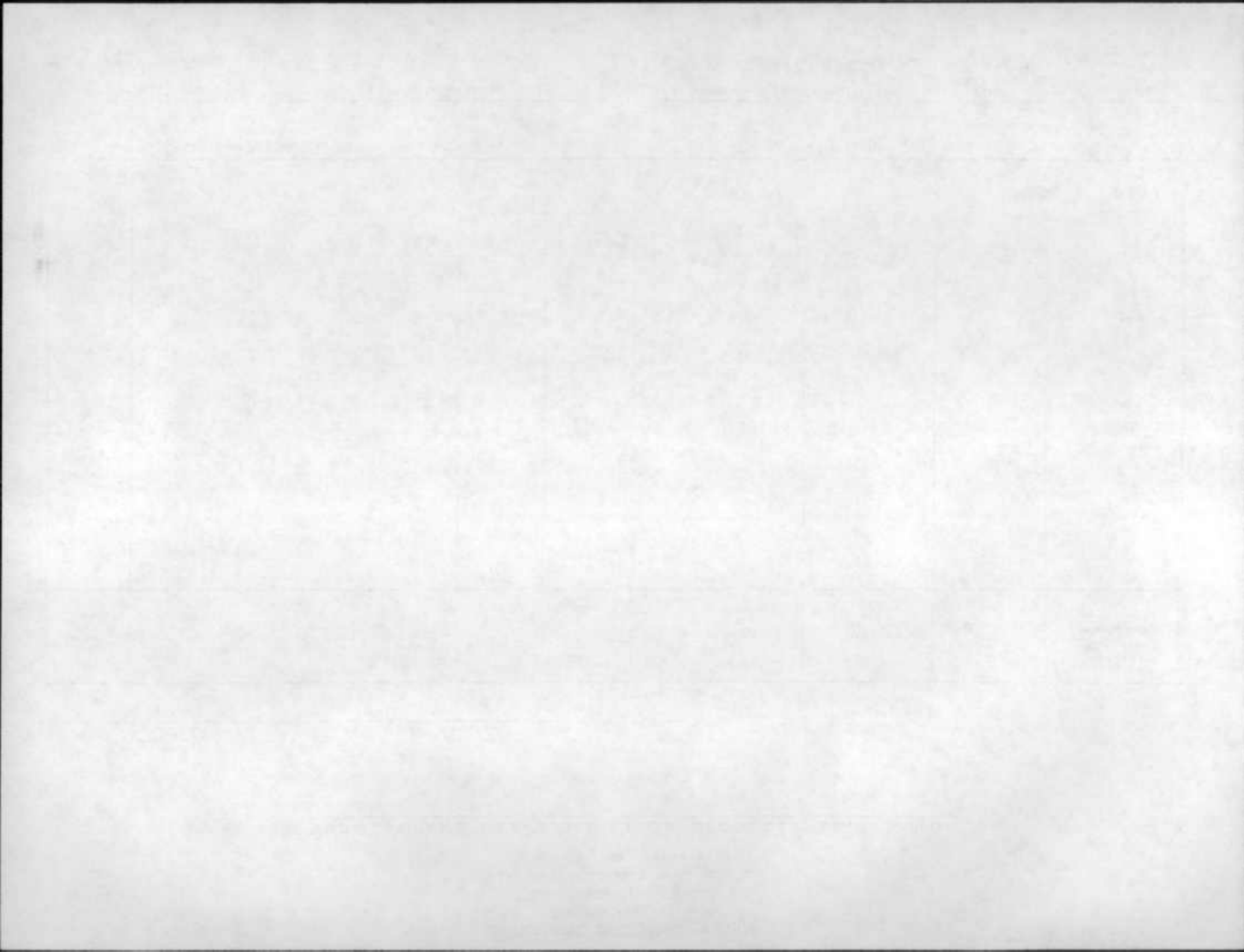
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil-1973	975	SER. II ITEM II	1973	90		

Destruction Approved by Hall of Records Commission

Destruction Certification

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

7/10/2010 11:00 AM

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

285

EIGHTH DISTRICT COURT BALTIMORE COUNTY COUNTY _____ DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil - 1974	975	SEC. II ITEM II	1974	120		

Destruction Approved by Hall of Records Commission

Destruction Certification

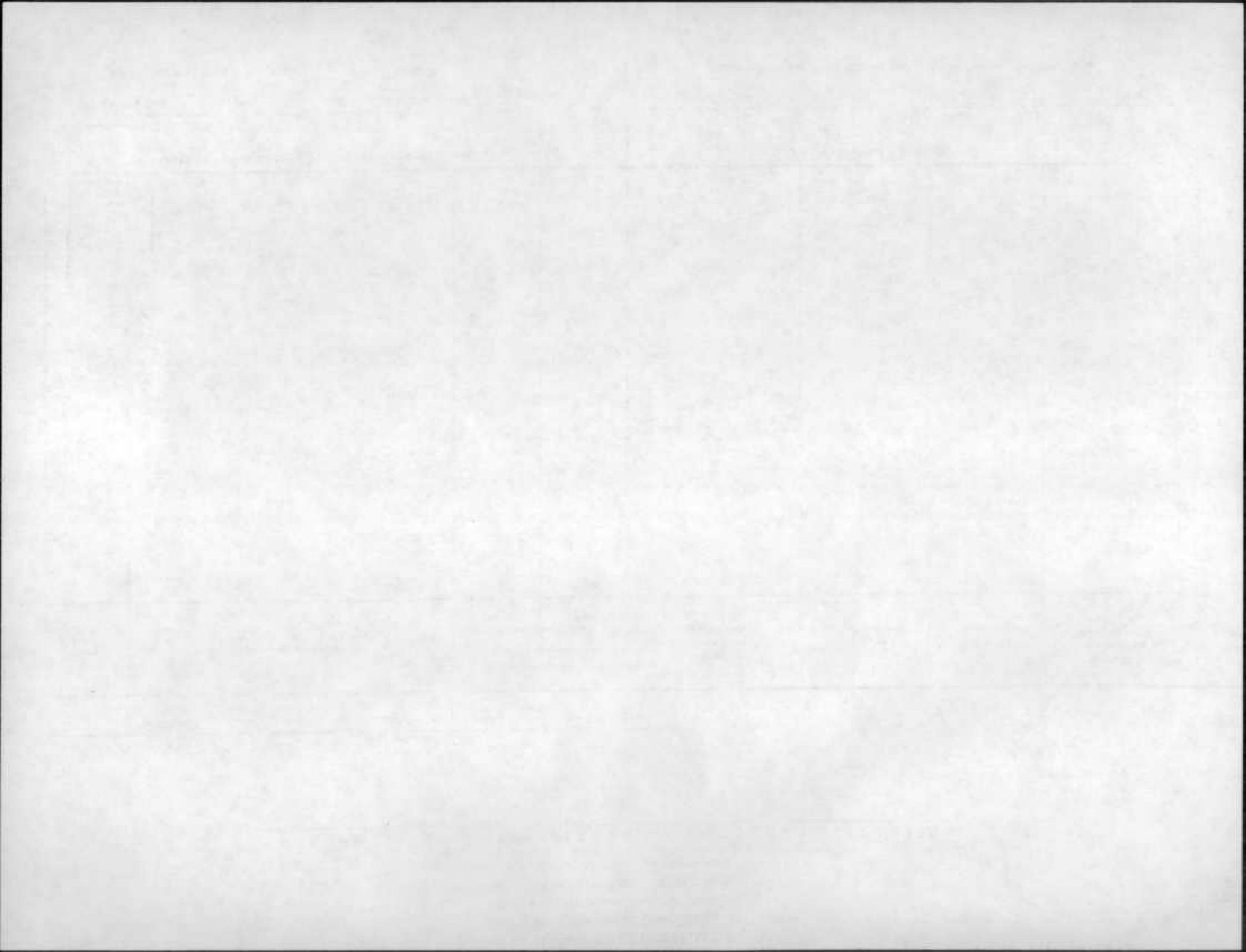
Date

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

279

EIGHTH DISTRICT BALTIMORE COUNTY
COURT COUNTY DATE

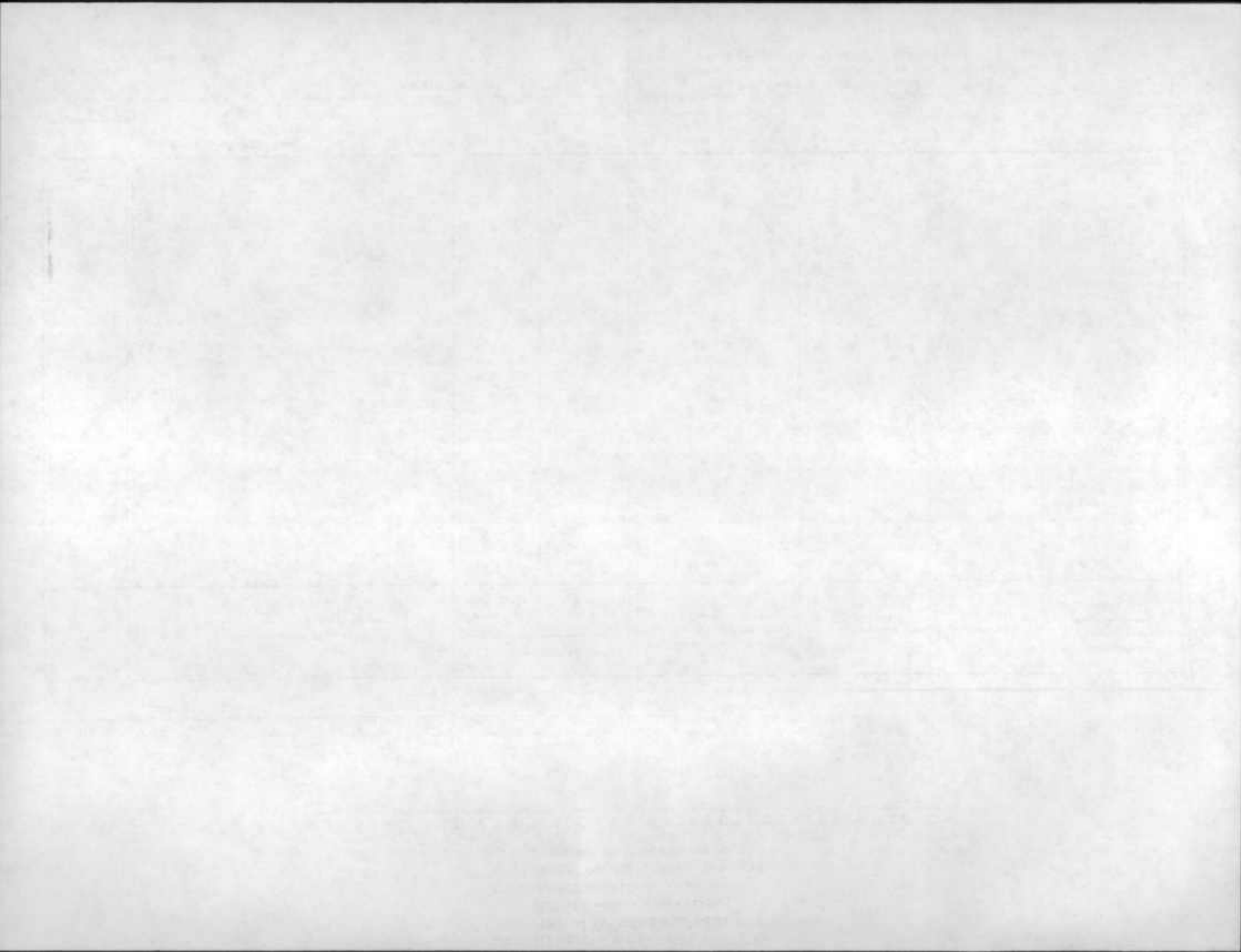
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CIVIL-1975	975	Sec. II ITEM II	1975.	73		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist

Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT COURT BALTIMORE COUNTY _____
 COUNTY DATE

278

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil-1976	975	SEC. II ITEM II	1976.	58		

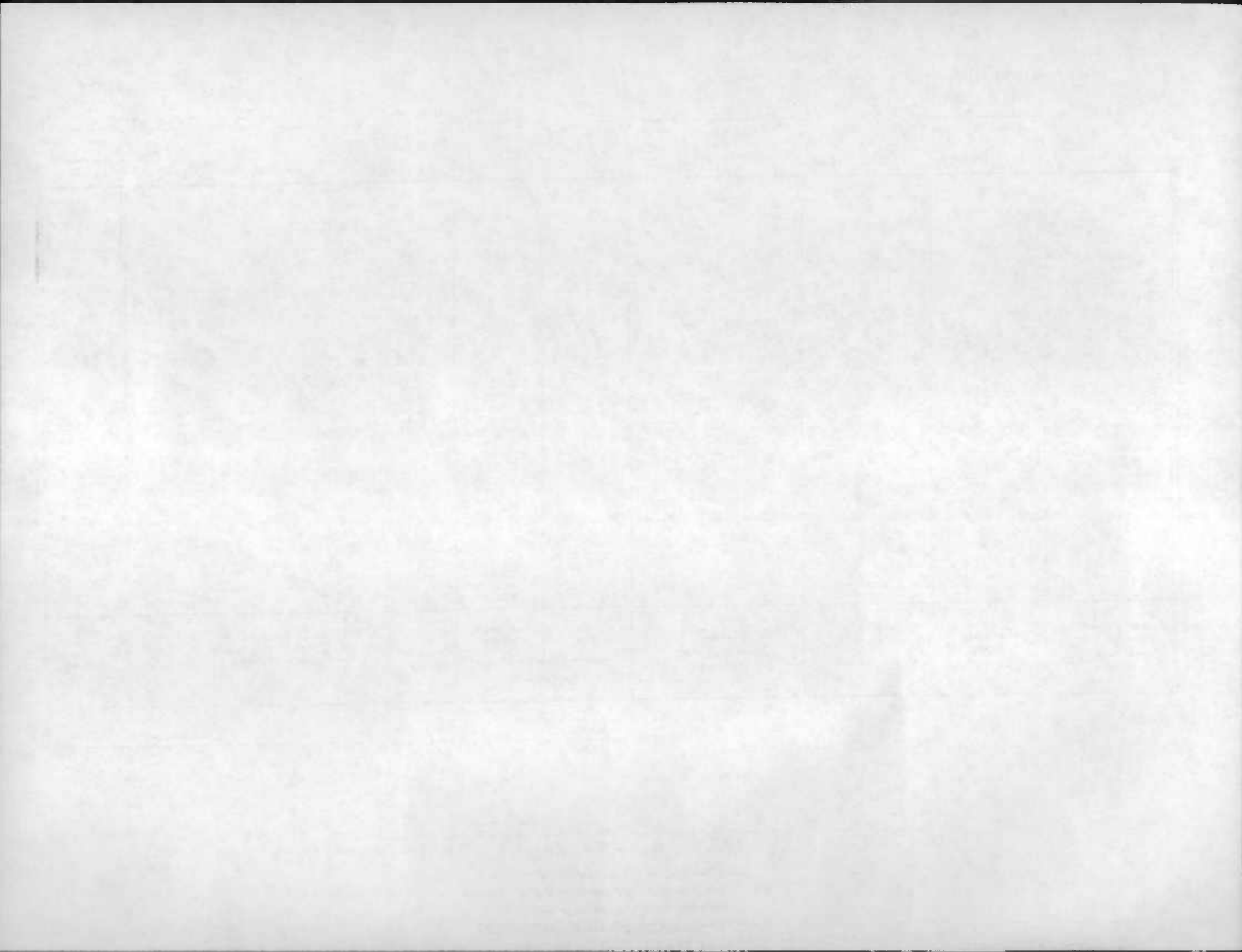
Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

290

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

Destruction Approved by Hall of Records Commission

Destruction Certification

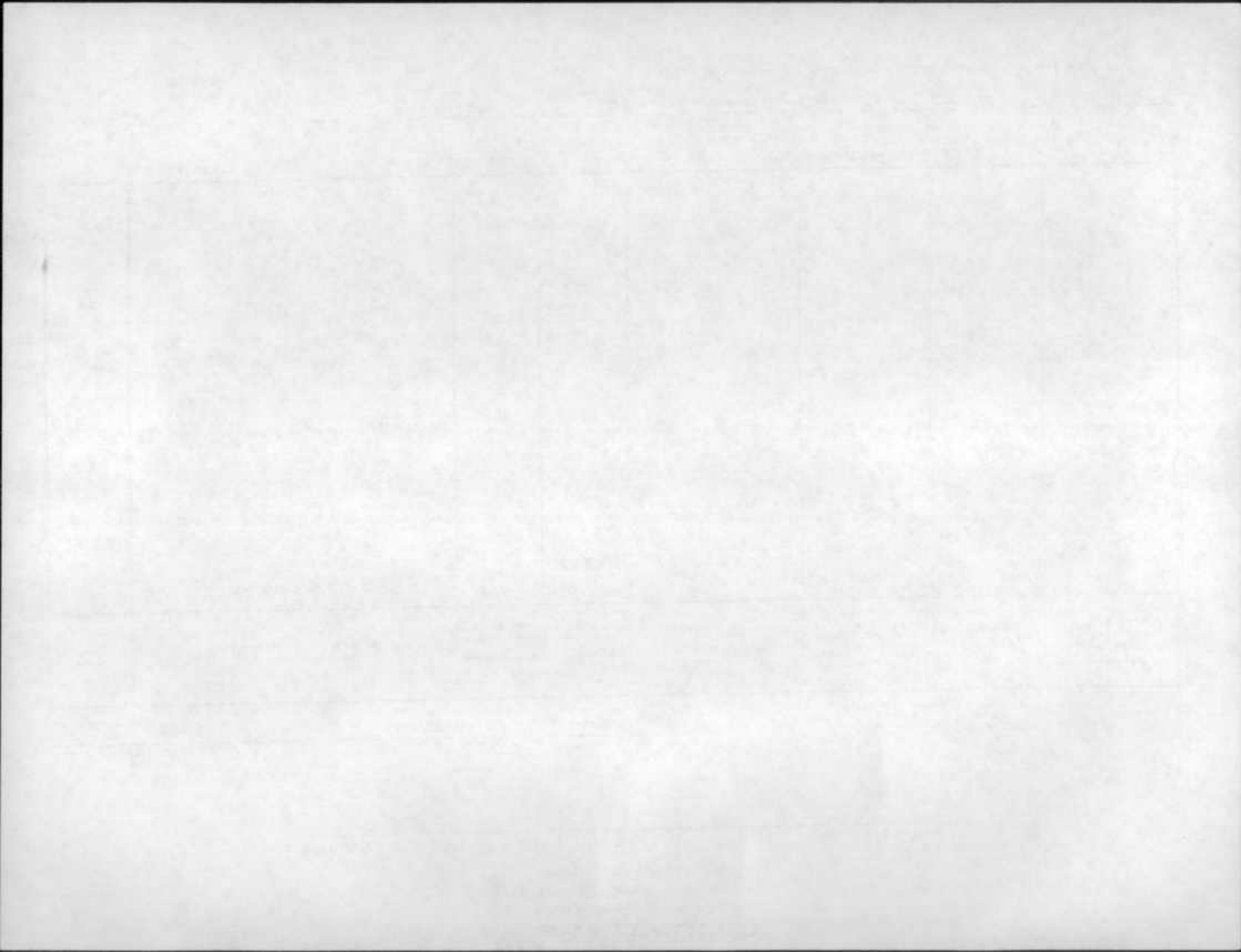
Date

State Archivist

Maureen J. Crawford
 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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

277

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil - 1977	975	SEC. II ITEM II	1977	76		

Destruction Approved by Hall of Records Commission

Destruction Certification

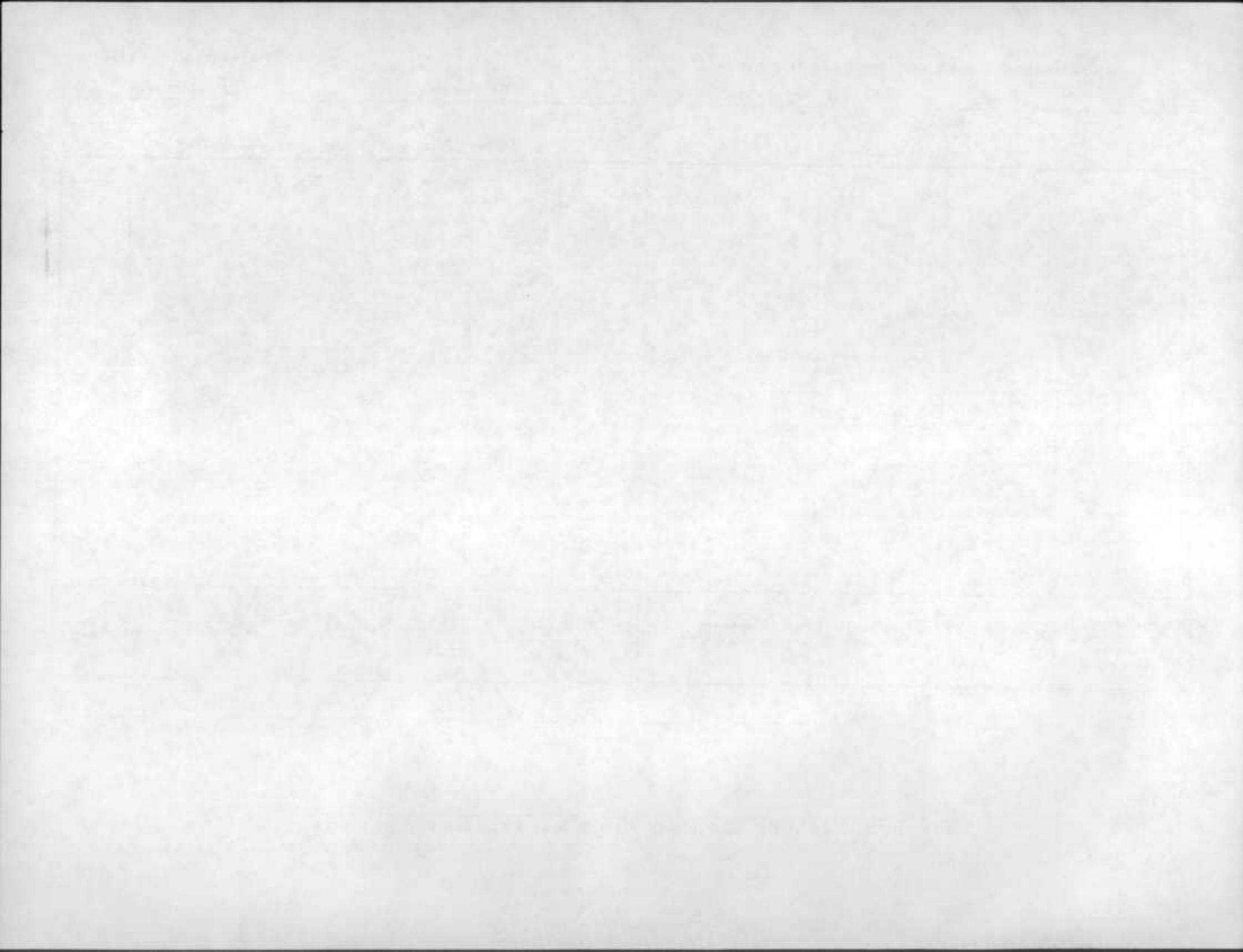
Date

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

289

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL - 1973-1979	975	SEC. IV ITEM I & II	1973-1979	3		

Destruction Approved by Hall of Records Commission

Destruction Certification

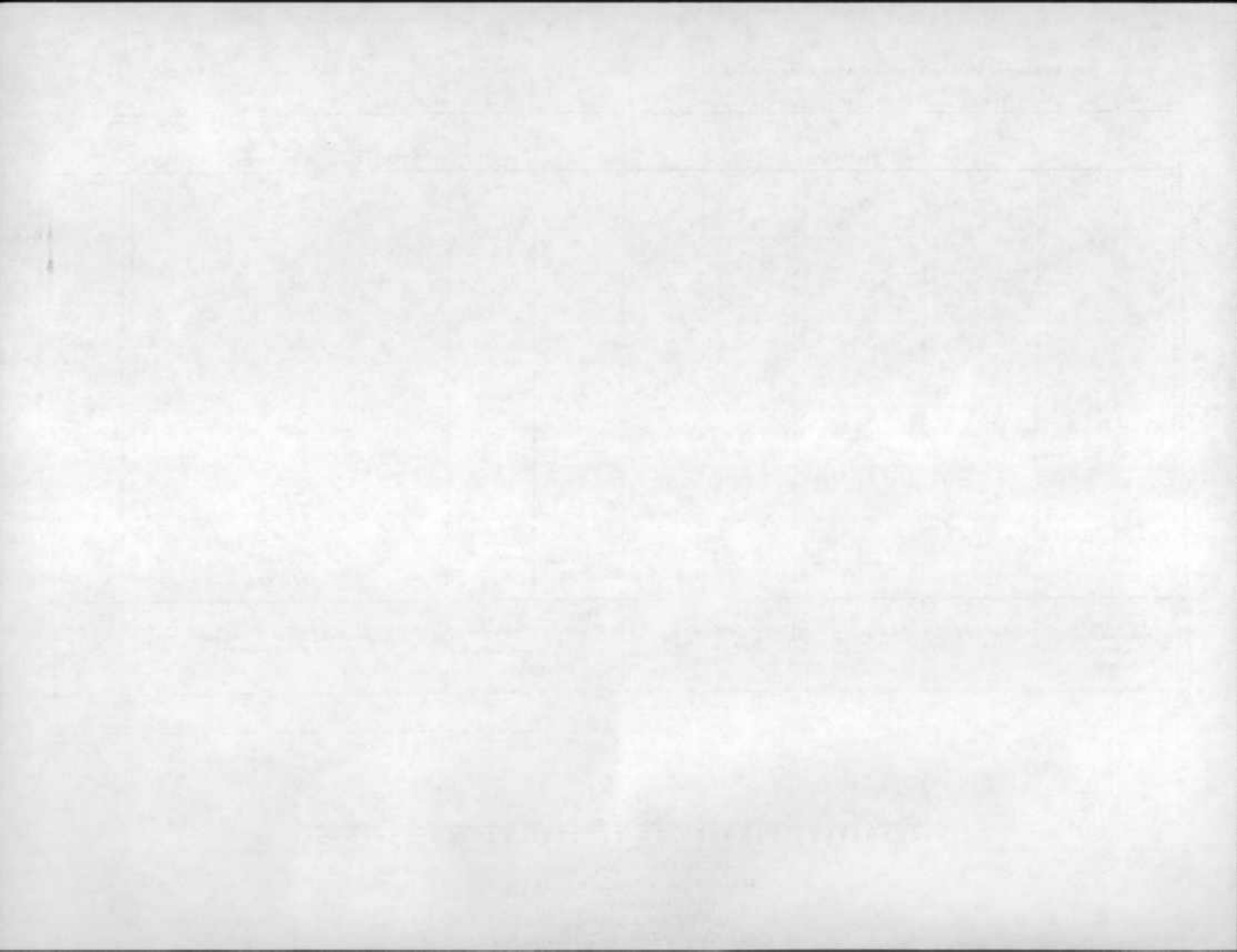
Date

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT BALTIMORE COUNTY
COURT COUNTY DATE

257

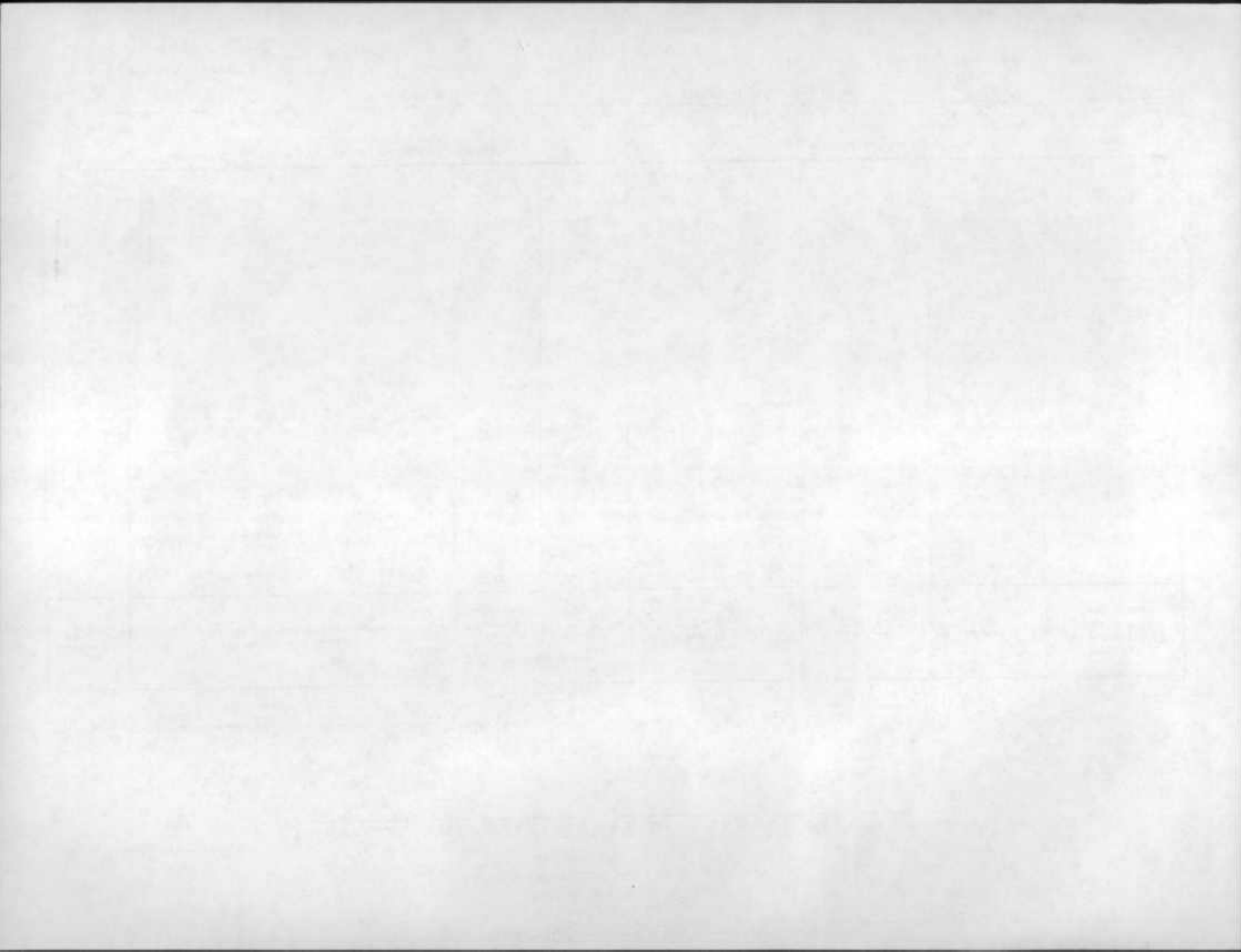
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	DISMISSED SUMMONS + WARRANTS PAROLE + PROBATION PAPERS 1980	975	SEC. IV ITEM II	1980.	9		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date _____
State Archivist

Maureen J. C... Records Manager
Signature of Court Official Title Date



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

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

JUN 5 1992

86A7

927

DISTRICT COURT

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

RECORDS CENTER - ANNAPOLIS
 CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS to be microfilmed and destroyed	MD DISTRICT RULE 1299		1981	18	ASAP	

Destruction Approved by Hall of Records Commission

Destruction Certification

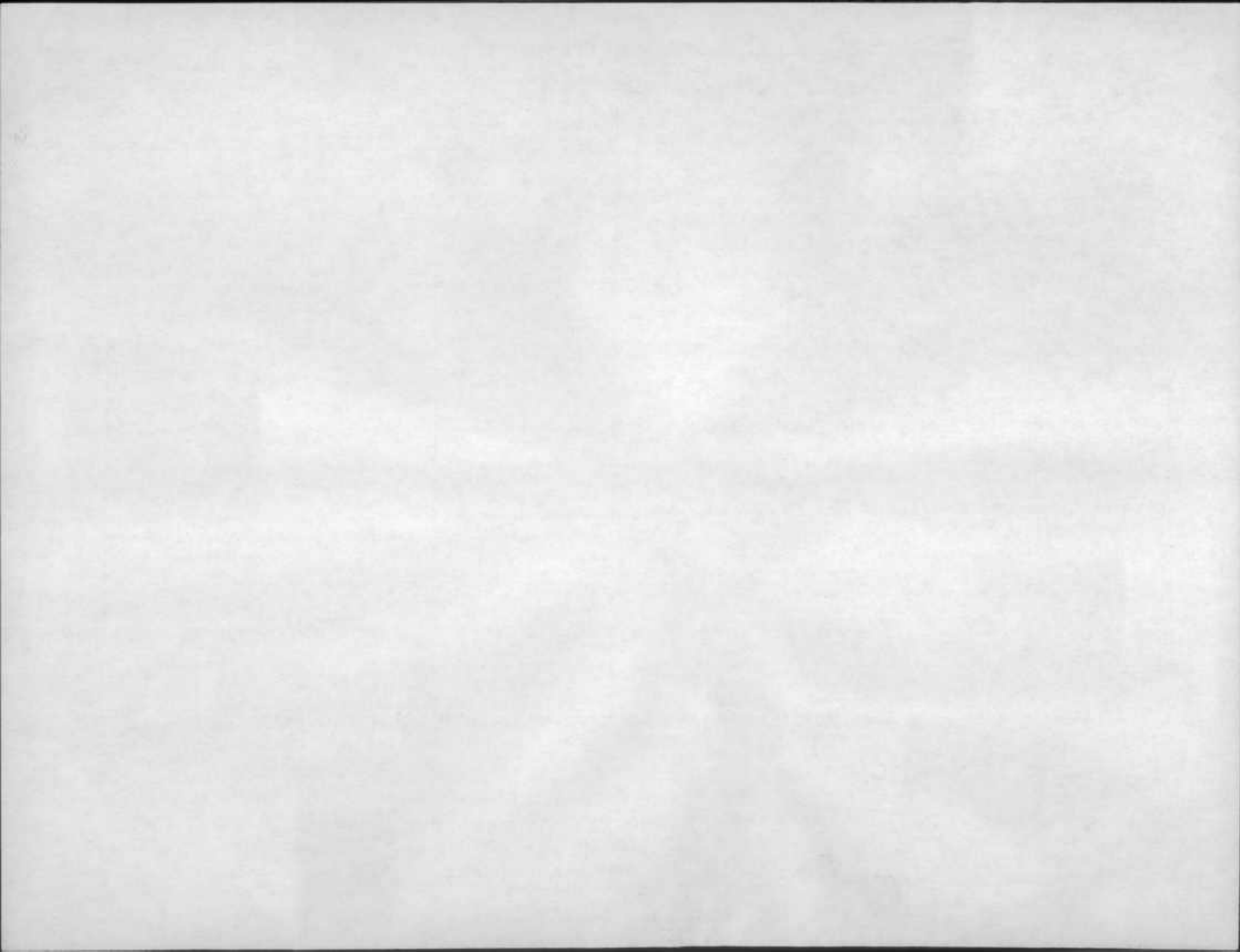
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT BALTIMORE COUNTY
 COURT COUNTY DATE

284

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	LIT - 1981	975	SEC. II ITEM II	1981.	14		

Destruction Approved by Hall of Records Commission

Destruction Certification

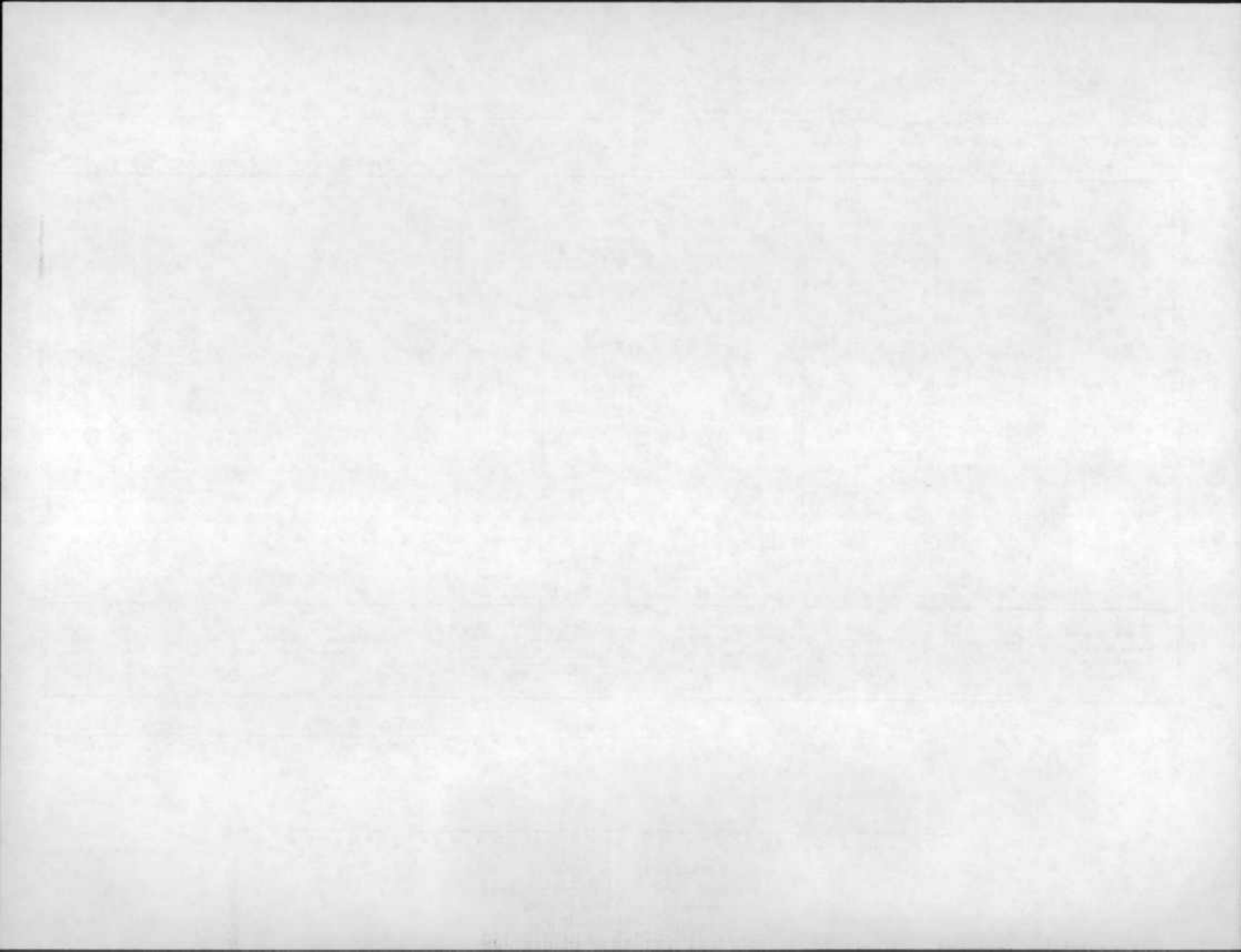
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

284

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	WARRANTS & SUMMONS 1976-1981	975	SEC. IV ITEM II	1976-1981	20 12		

Destruction Approved by Hall of Records Commission

Destruction Certification

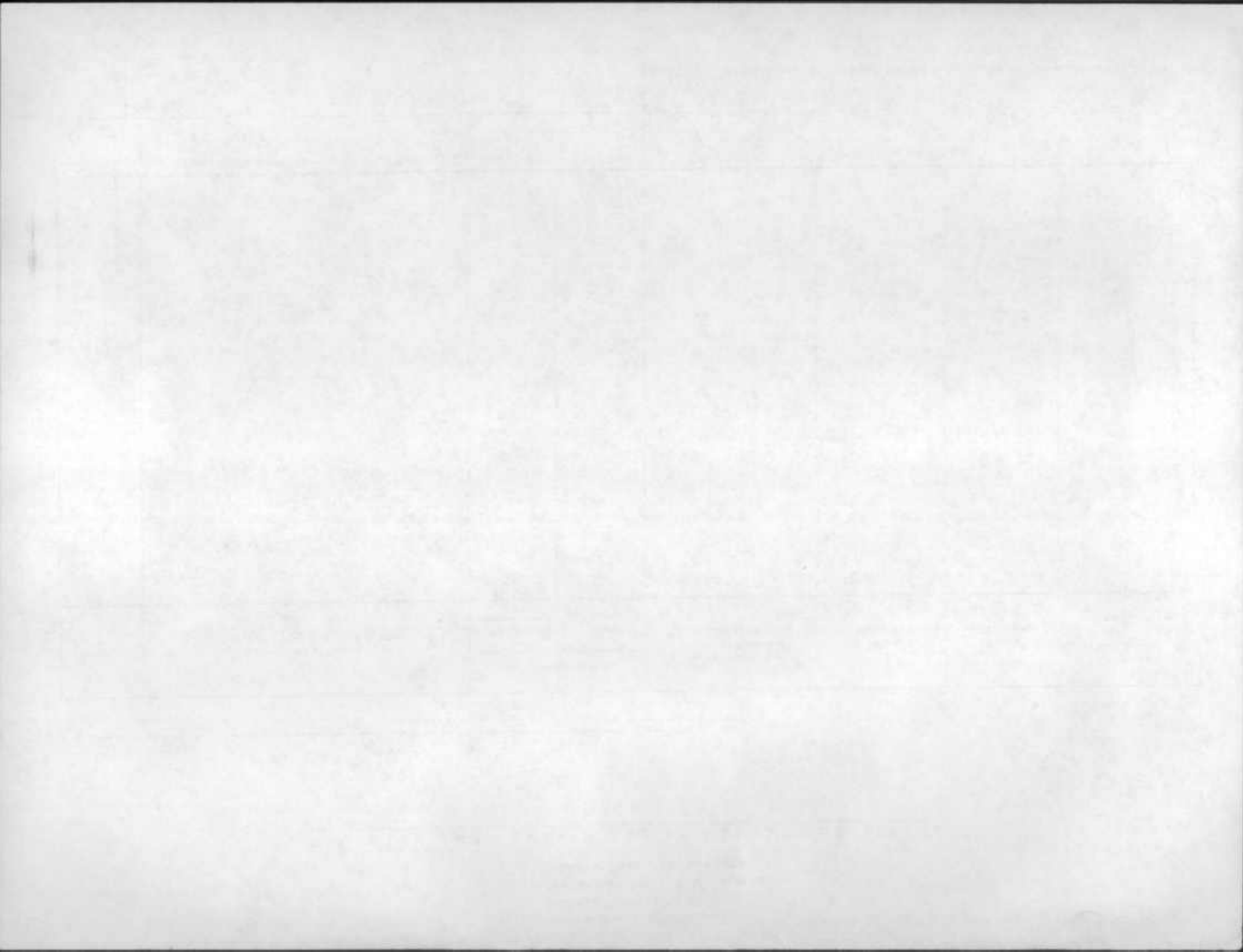
Date

State Archivist

Maurice J. Crawford
Signature of Court Official

Records Manager
Title

Date



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

BALTIMORE COUNTY
 COUNTY

DATE

288

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Misc. ADMINISTRATIVE RECORDS 1979-1982	975	SEC. I ITEM I+II	1979-1982	7		

Destruction Approved by Hall of Records Commission

Destruction Certification

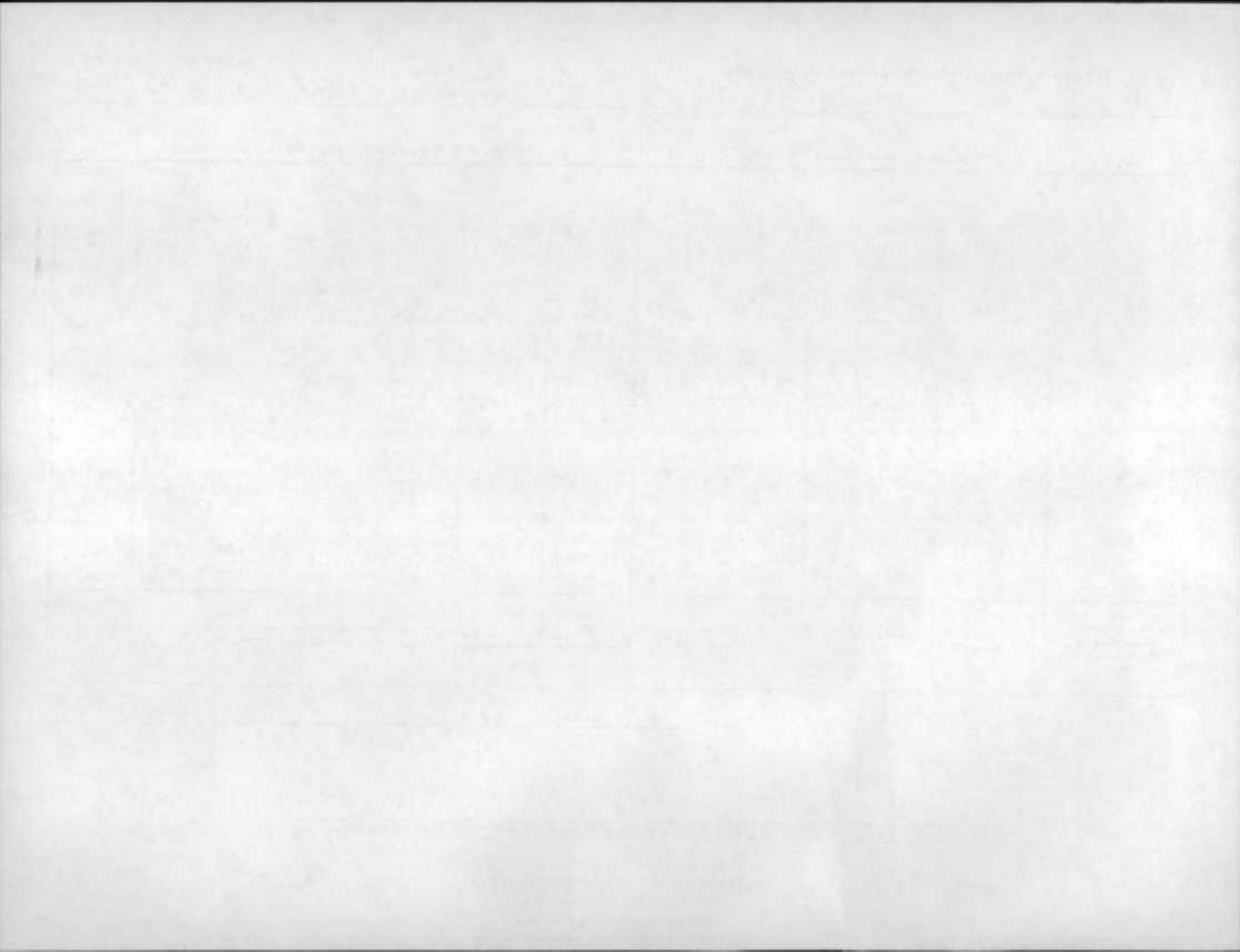
 Date

 State Archivist

Maurice D. Crawford
 Signature of Court Official

Records Manager
 Title

 Date



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

BALTIMORE COUNTY
 COUNTY

DATE

281

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL - 1982	975	SEC. II ITEM II	1982	10		

Destruction Approved by Hall of Records Commission

Destruction Certification

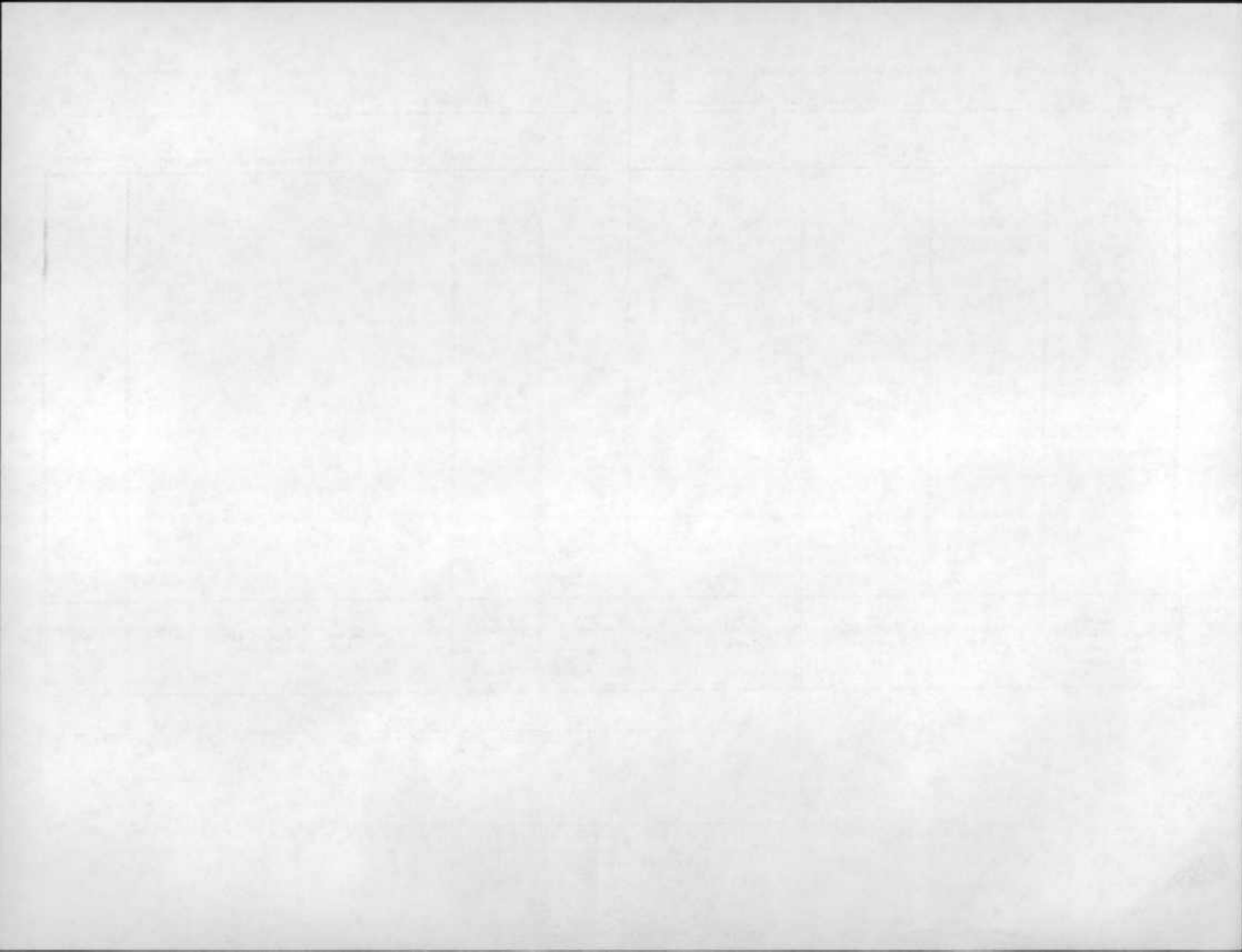
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT COURT BALTIMORE COUNTY _____
 COURT COUNTY DATE

283

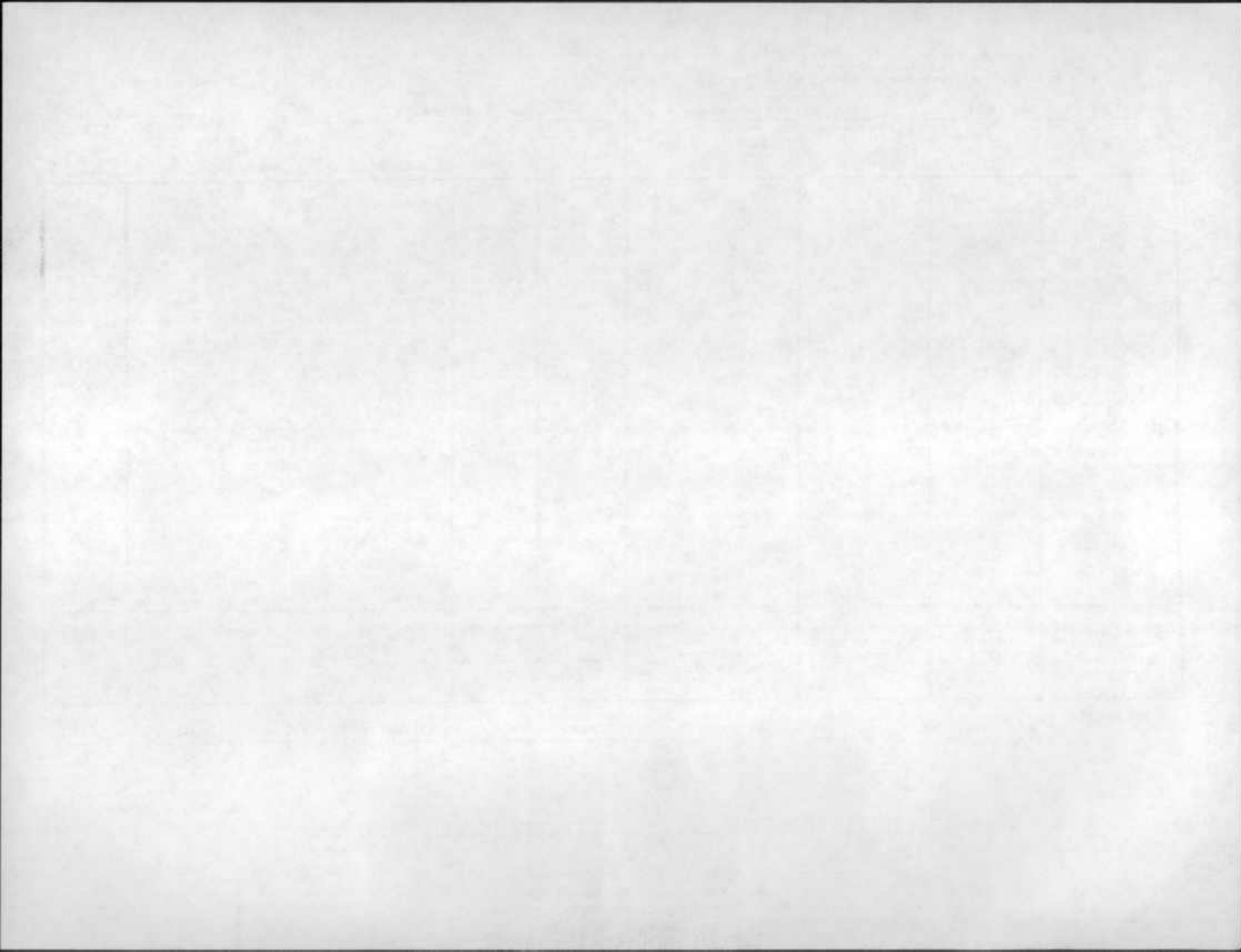
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal - 1982	975	SEC. IV ITEM II	1982	184		

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT COURT BALTIMORE COUNTY COUNTY DATE

282

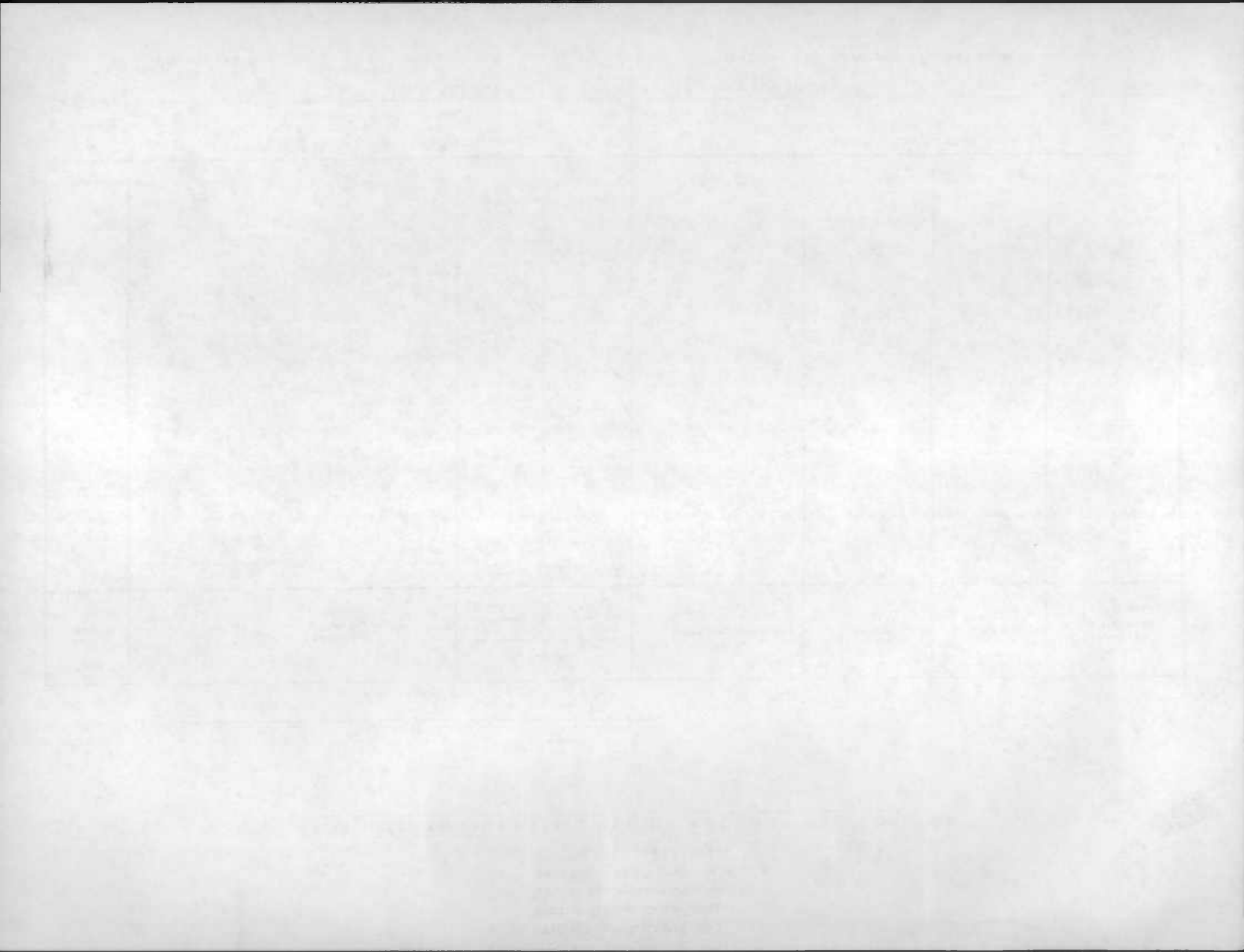
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	RECORDING TAPES - 1982-1983	975	SEC. II + IV ITEM II	1982-1983..	79		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date _____ State Archivist _____

Signature of Court Official _____ Title _____ Date _____



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

EIGHTH DISTRICT
 COURT

BALTIMORE COUNTY
 COUNTY

DATE

280

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL-1983	975	SEC. IV ITEM II	1983	8		

Destruction Approved by Hall of Records Commission

Destruction Certification

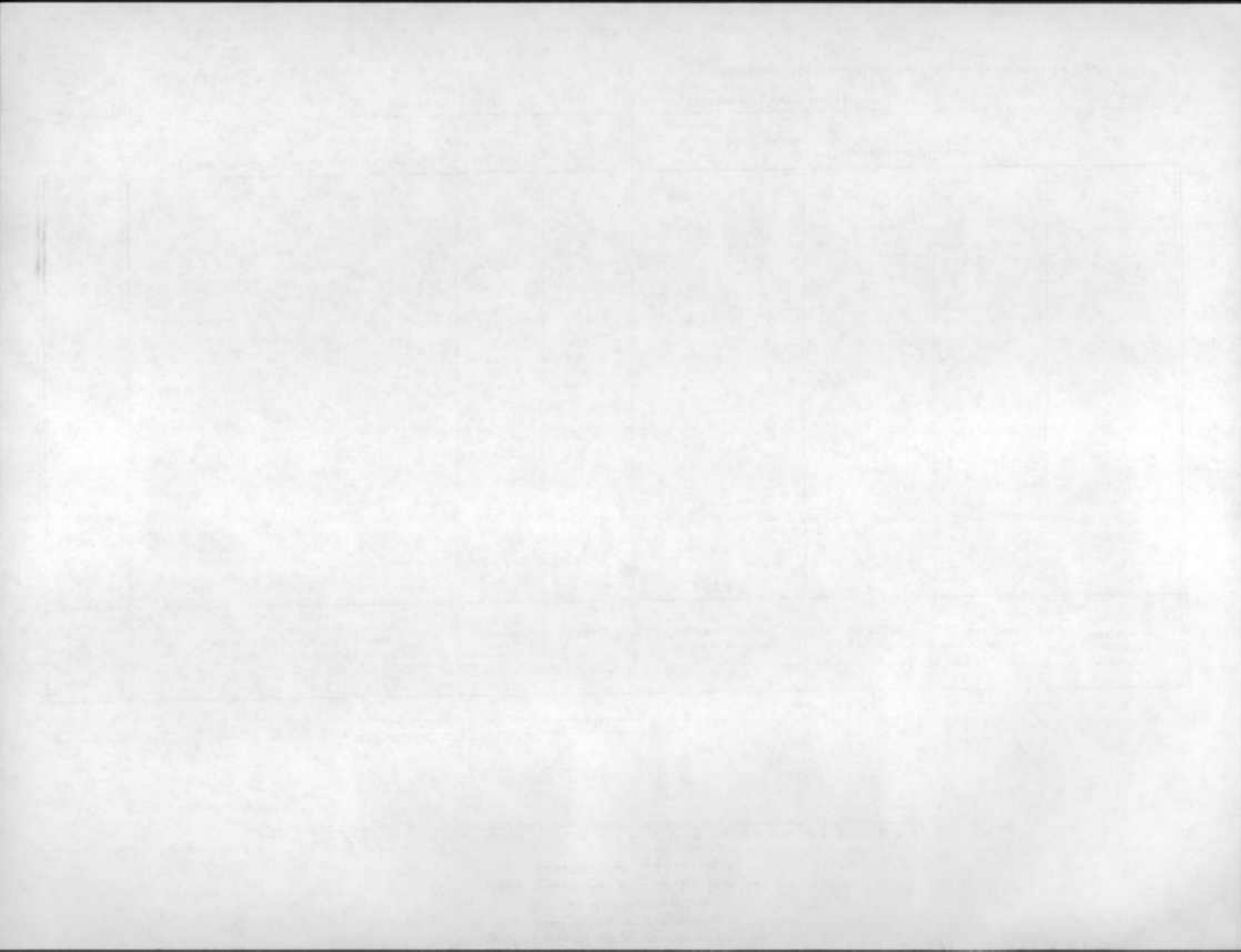
Date

State Archivist

Signature of Court Official

Title

Date



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

7/16/83

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

in Dist

District 8
 Baltimore County

1189

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1982-1983 Traffic Alpha Files			1982-1983	Approx. 25 boxes		

Kathy... 8/2/94

Destruction Approved by Hall of Records Commission

Destruction Certification

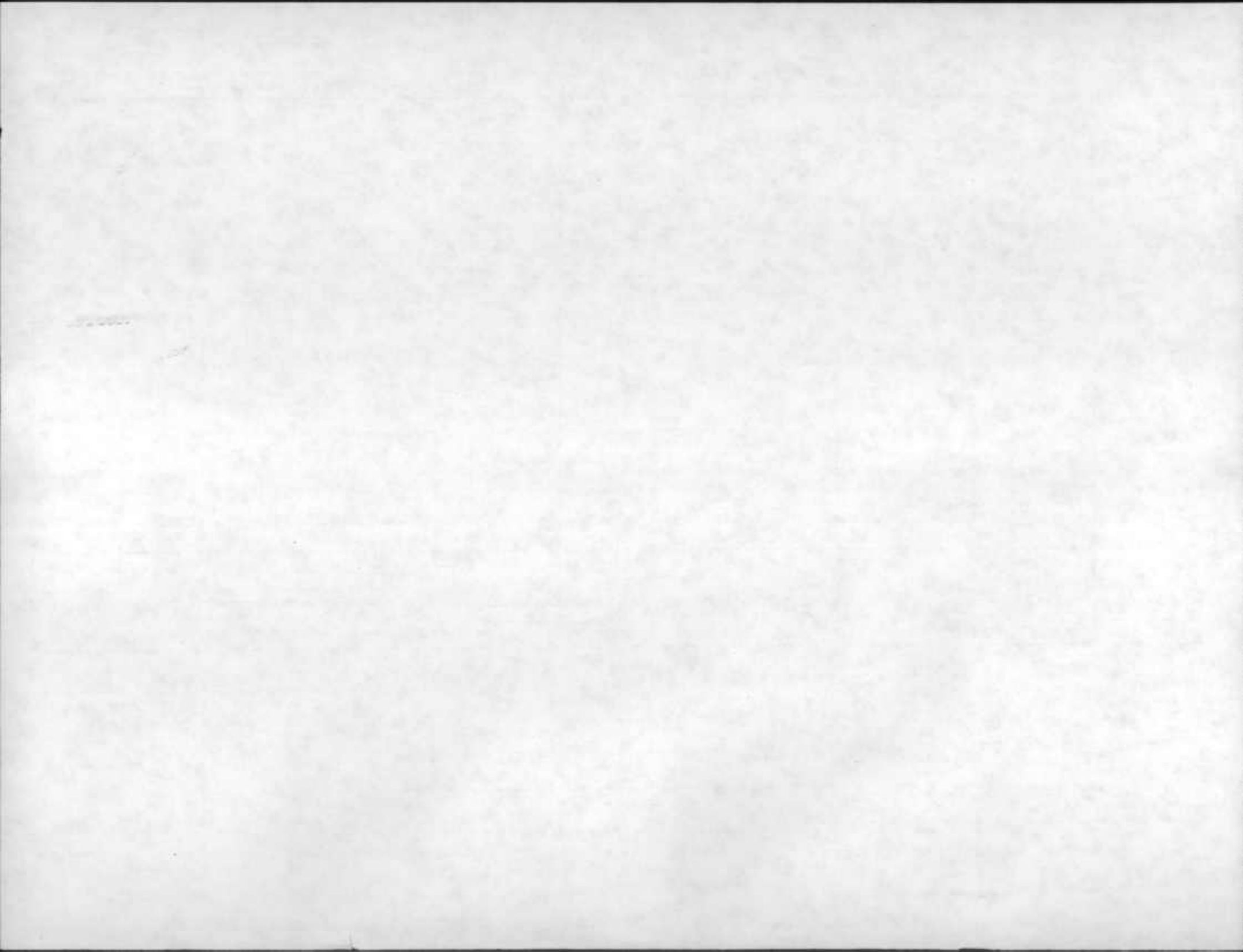
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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

DC CERT 8-CV-1-88

Court Harmon D. Crawford County _____

445

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

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

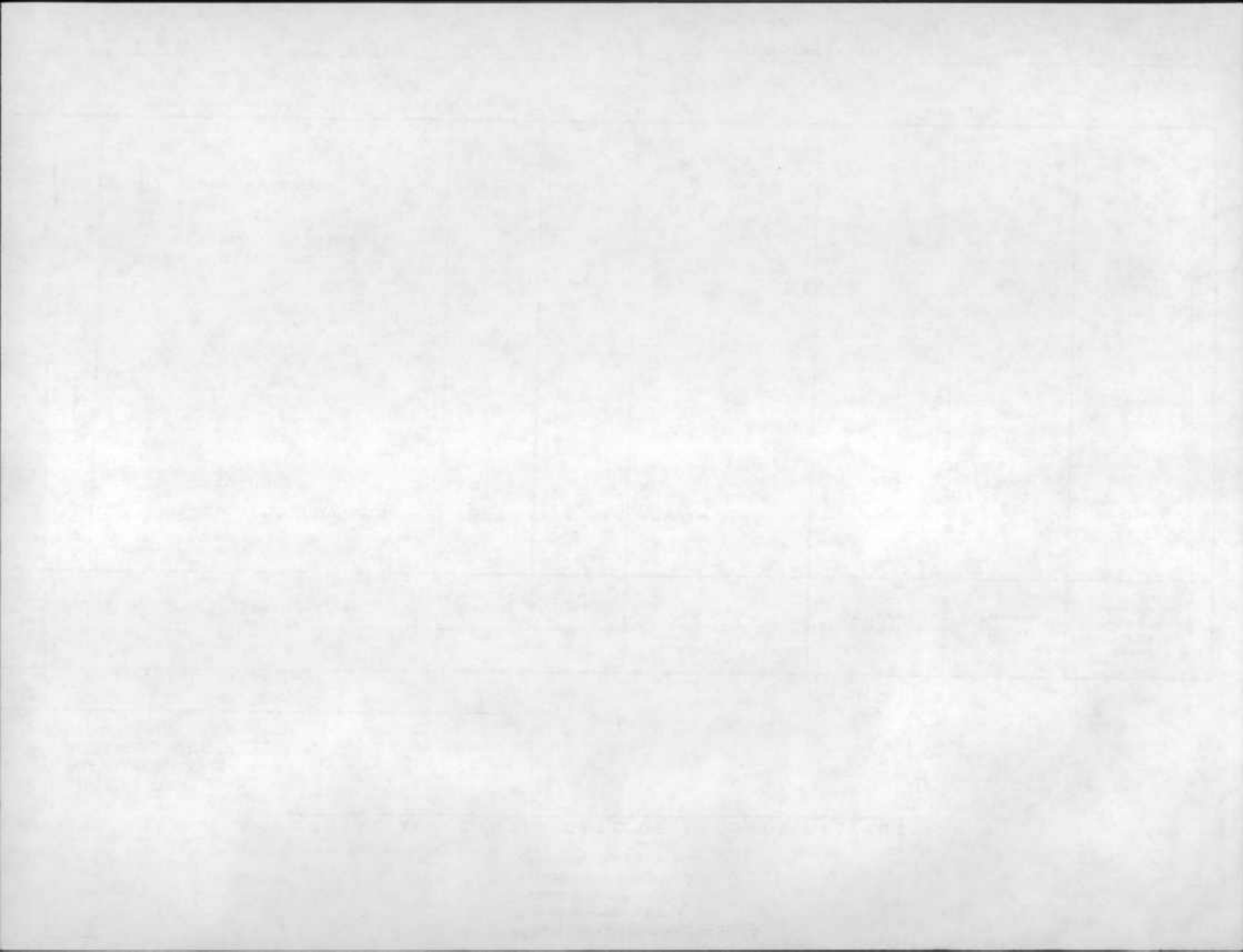
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

APR 24 1992

87A40

912

DISTRICT COURT

DISTRICT COURT RECORDS CENTER

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

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS to be microfilmed and destroyed	MD DISTRICT RULE 1299		1985	43	ASAP	

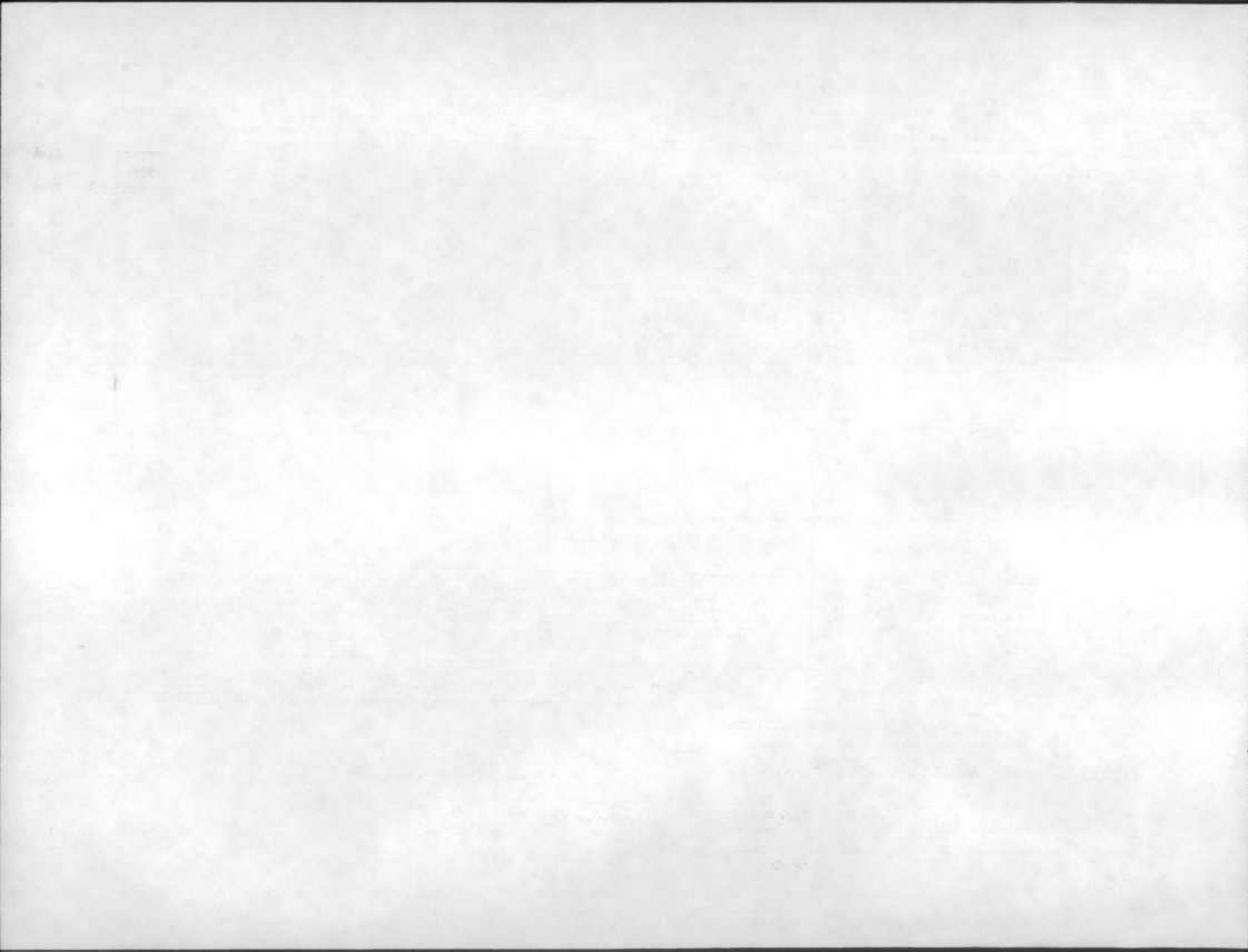
Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date

Instructions for Preparation and Submission on Reverse Side



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 ¹⁴
 8914 KELSO DRIVE
 ESSEX, MARYLAND 21221
 Court

Maureen S. Campbell
 County

622

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1984- 1986 Rents Summary Ejectments Warrants of Restitution *All required Audits have been completed *No money judgements	Schedule 975 Section VI	2	1984-1986	88		

Destruction Approved by Hall of Records Commission

Destruction Certification

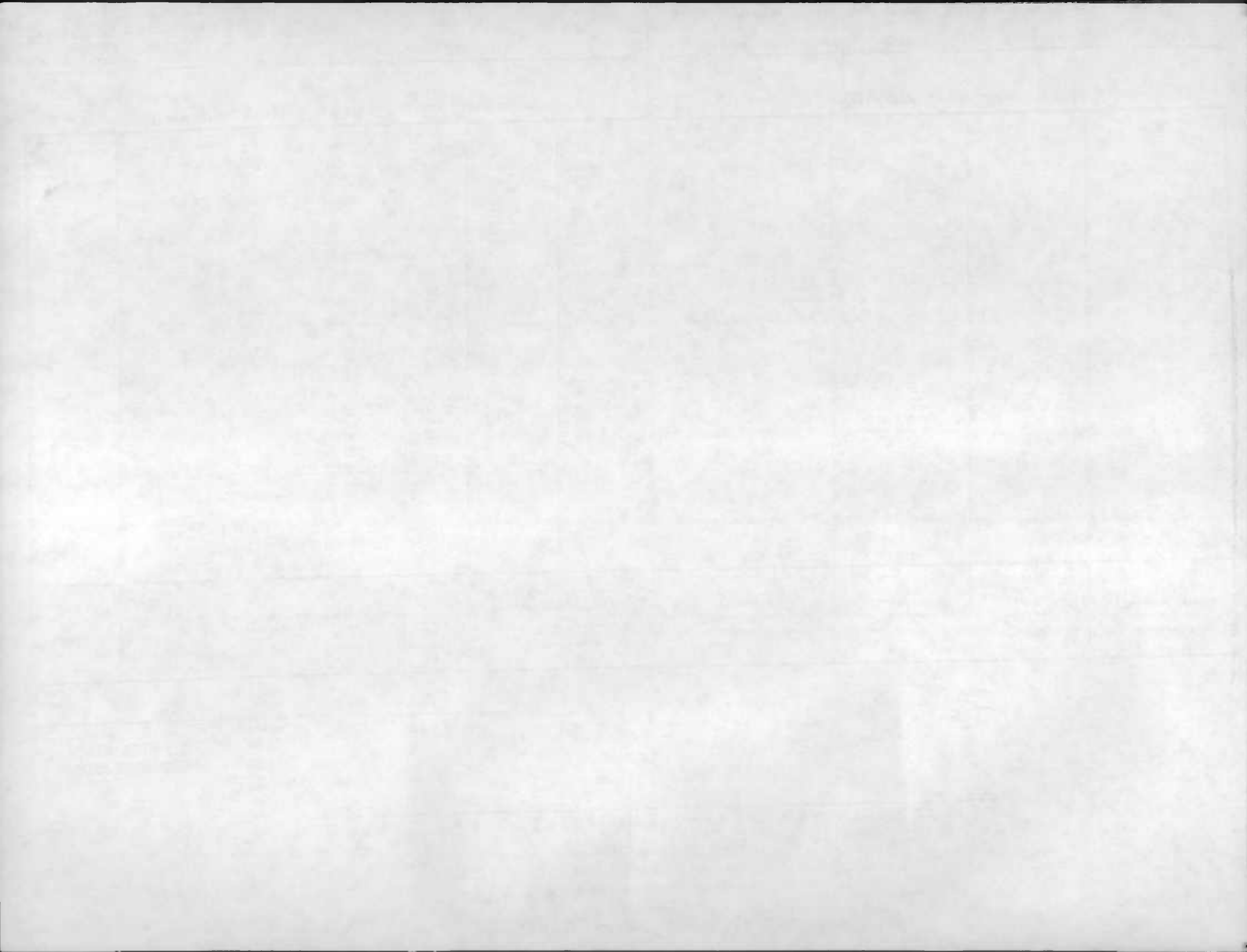
Date

State Archivist

Signature of Court Official

Title

Date



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

1203

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

CD#17

88A67

DISTRICT COURT FOR BALTO CO. #8
COURT COUNTY

January 6, 1994
DATE

DISTRICT COURT RECORDS CENTER
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.)
	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

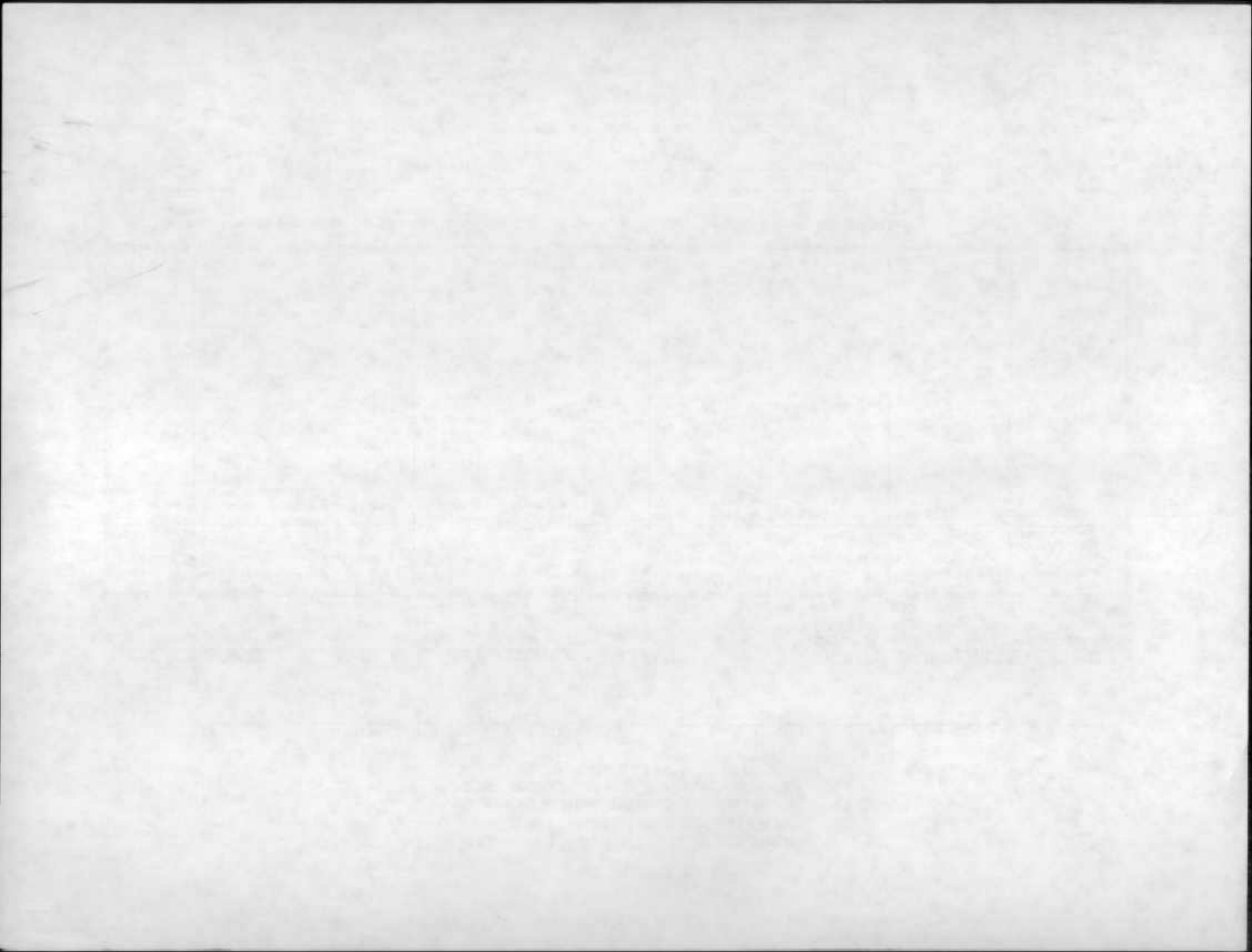
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

*talked to Don
 send to archives*

CRIMINAL ADMINISTRATION
 DISTRICT COURT TOWSON
 111 Allegheny Avenue
 Towson, Maryland 21204
 Court

BALTIMORE MAR 2
 County

IN DISTRICT

1041

MAR 2 RECD

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
1986	CRIMINAL FILES-EXPUNGEMENTS			1/1/86 thru 12/31/86	10.5 cu. ft.		
1987	CRIMINAL FILES-EXPUNGEMENTS			1/1/87 thru 12-31-87	12 cu. ft.		

Destruction Approved by Hall of Records Commission

Destruction Certification

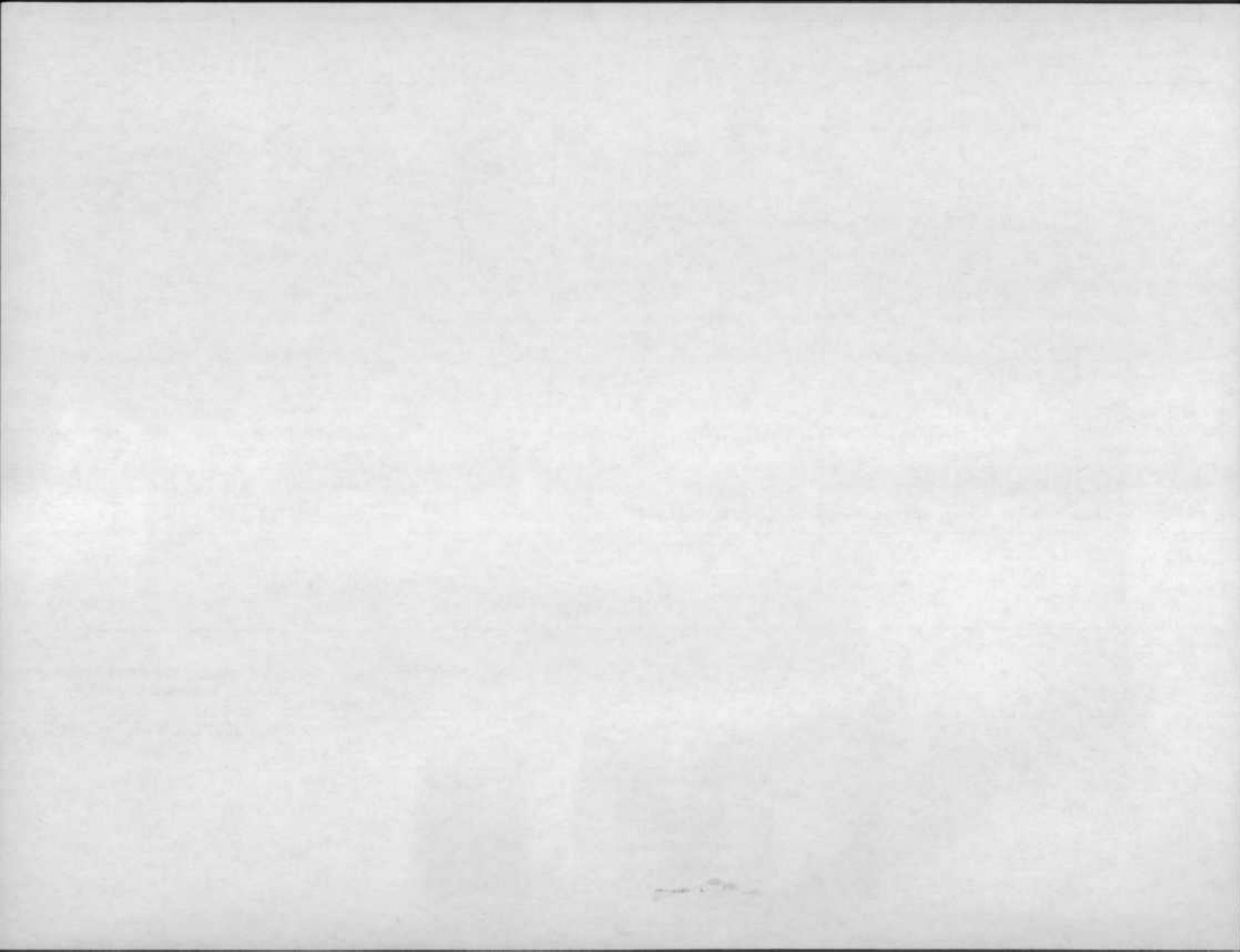
Date

State Archivist

Signature of Court Official

Title

Date



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

7/16/94

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

in Dist

District 8
 Baltimore County

Court

County

1191

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1987 Traffic Alpha Files			1987	approx. 50 boxes		

R. Webster 8/2/94

Destruction Approved by Hall of Records Commission

Destruction Certification

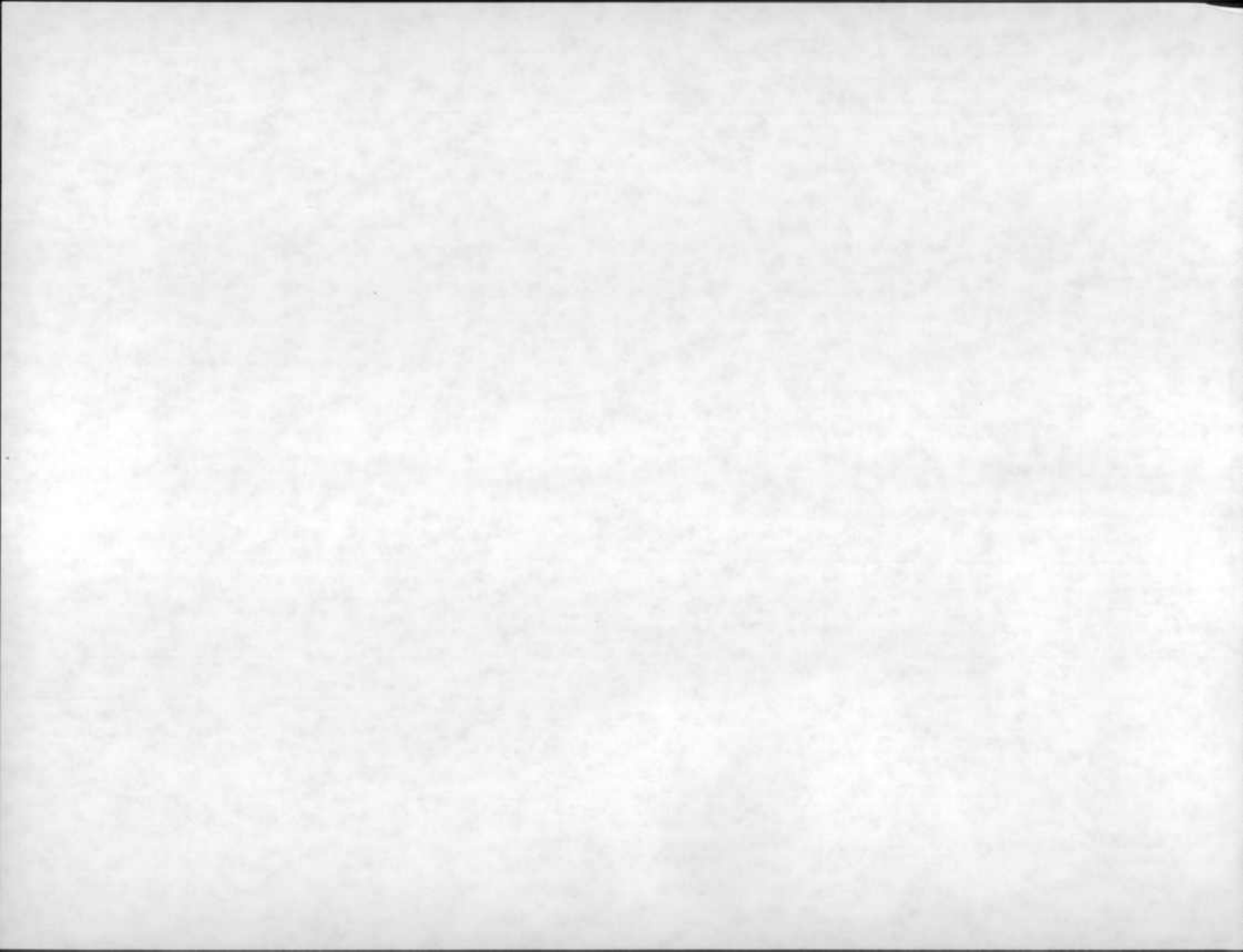
Date

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

944

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

90A120

AUG 25 1992

DISTRICT COURT

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

DISTRICT COURT RECORDS CENTER

COURT

COUNTY

DATE

CUSTODY OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction Recycle, shred, landfill, etc.
		Retention Sched. No.	Item No.				
	TRAFFIC - ALPHA A - YZ	975	VI 2	1988	34		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

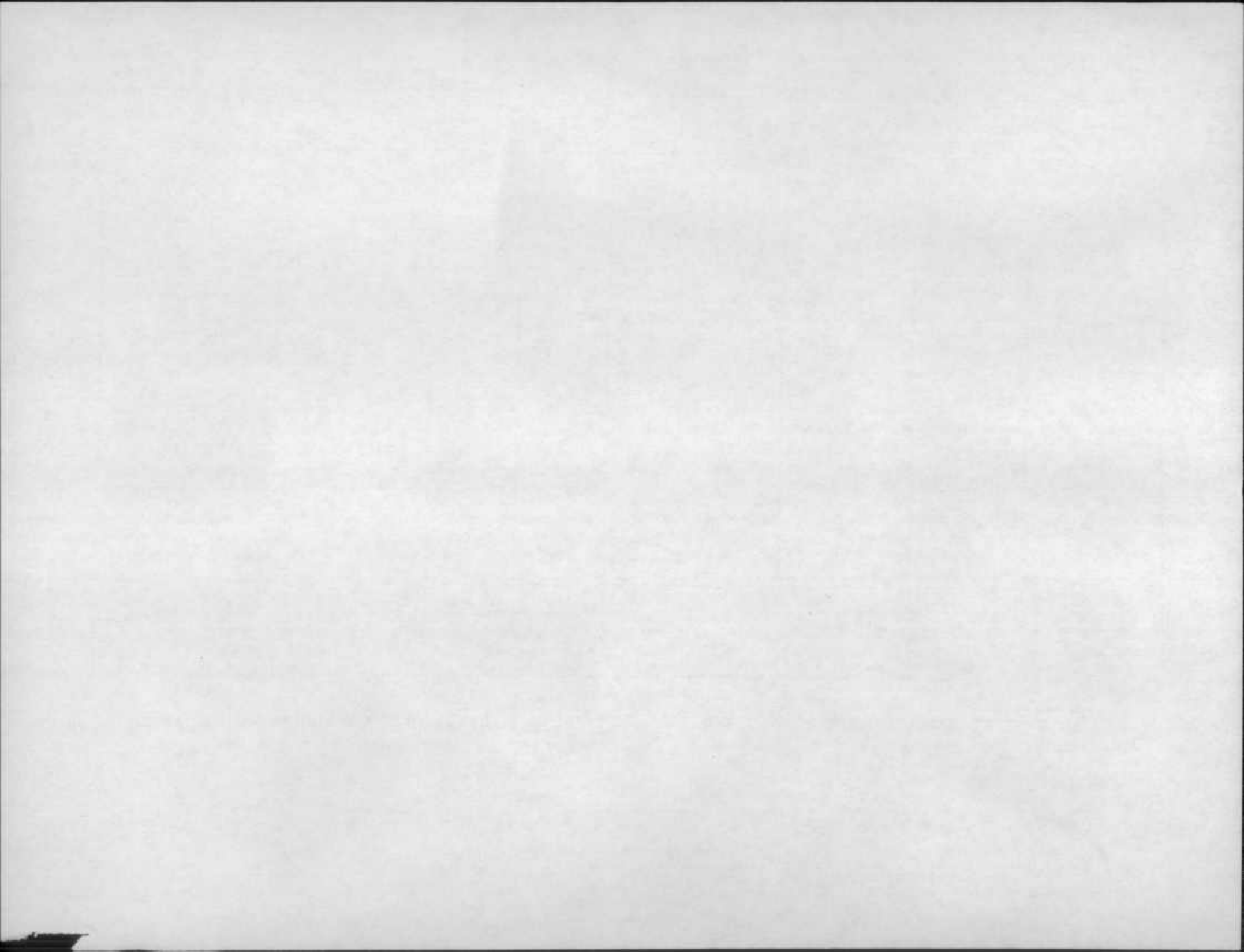
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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

CD # 2-6

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1102

District 8
 Baltimore County -Catonsville / Don Grosby

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1988- 1989 rents SUMMARY EJECTMENTS WARRANTS OF RESTITUTION * ALL REQUIRED ADUITS HAVE BEEN COMPLETED * NO MONEY JUDEMENTS	SCHEDULE 975 SECTION VI	2	1988-89	28		

Destruction Approved by Hall of Records Commission

Destruction Certification

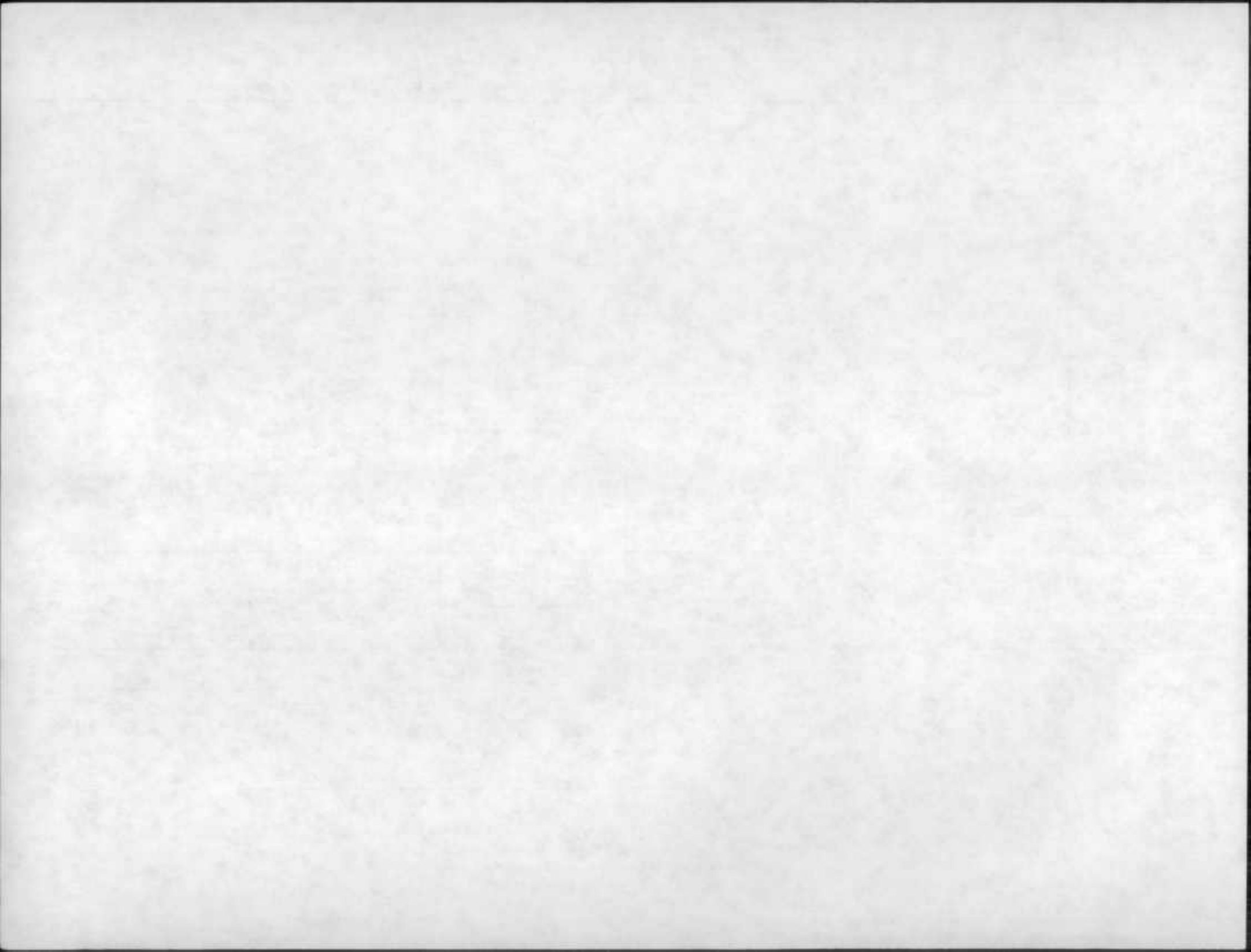
Date

State Archivist

Signature of Court Official

Title

Date



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

11/16/2

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District 8
 Baltimore County

Court

County

1190

in Dist

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1989 Traffic Alpha Files			1989	approx. 50 boxes		

K. W. [unclear] 8/2/94

Destruction Approved by Hall of Records Commission

Destruction Certification

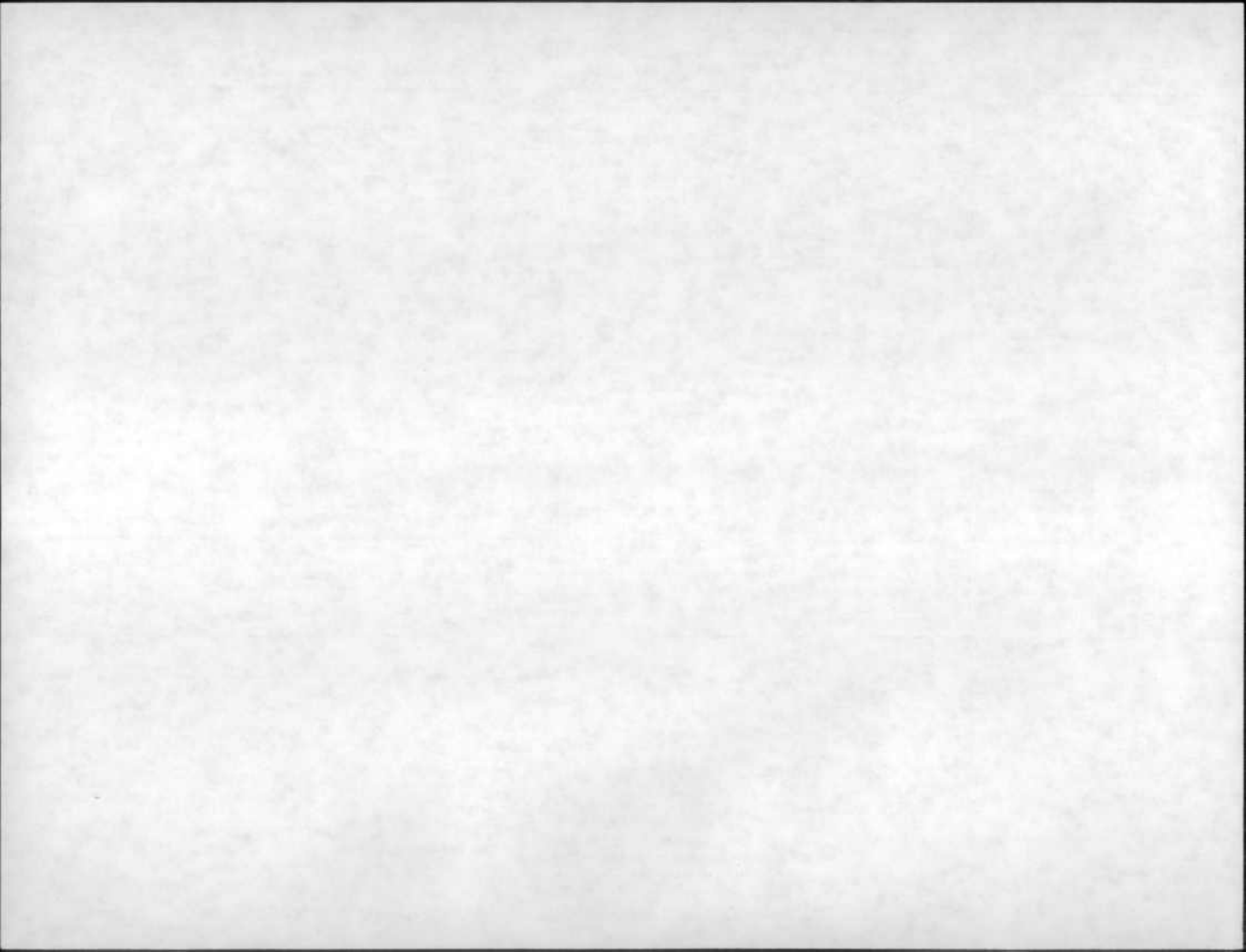
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

9-31-94

1209

District 8
 Baltimore County

Court

County

Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1990 Criminal files (stripped - 15 boxes) <i>strip material only</i>			1990	15		

Destruction Approved by Hall of Records Commission

Destruction Certification

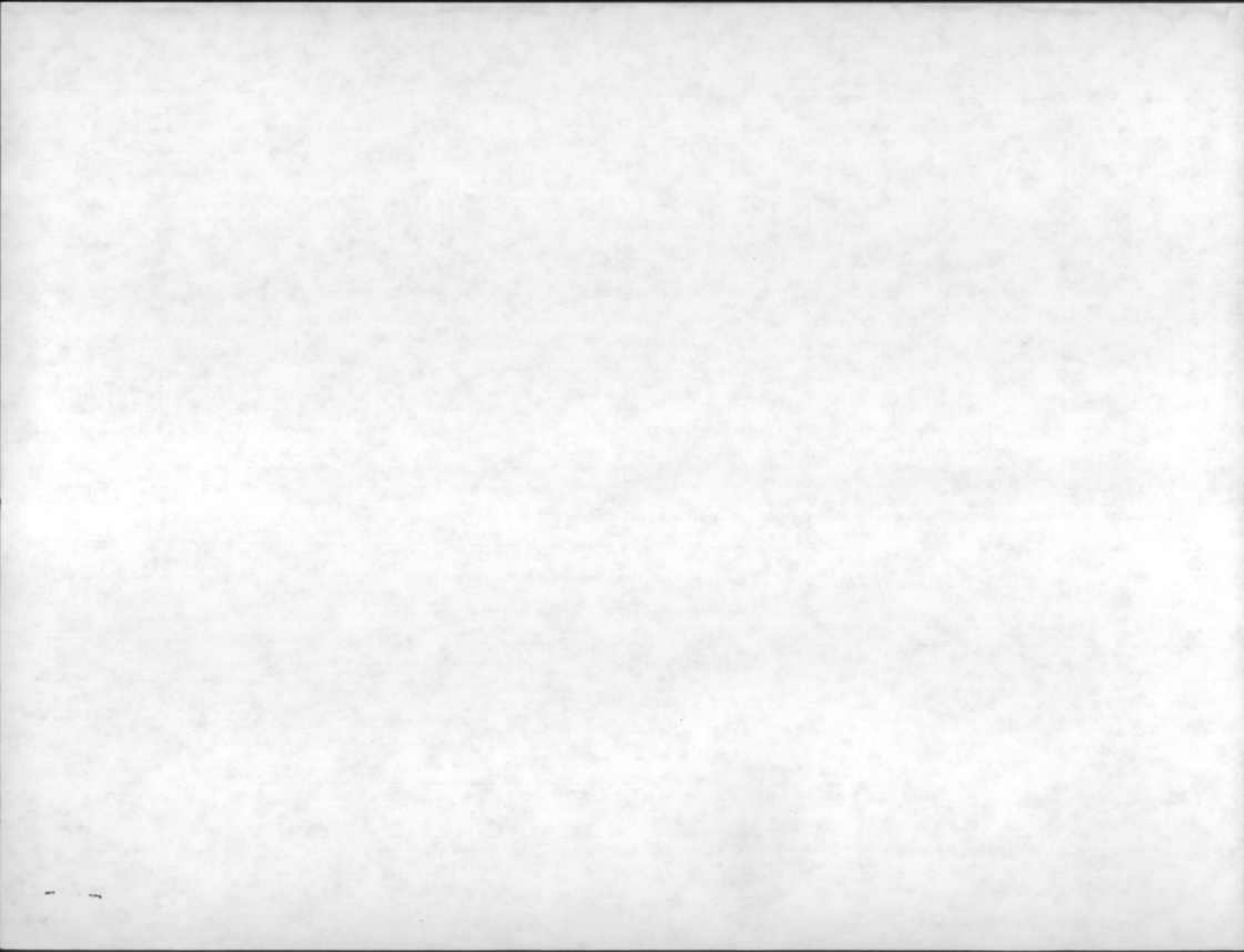
Date

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

HS
6-21-95

1360

District #8 Baltimore County

Court County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1990 Traffic Alpha Files			1990	50 boxes		

Bluewater 6/16/95

Destruction Approved by Hall of Records Commission

Destruction Certification

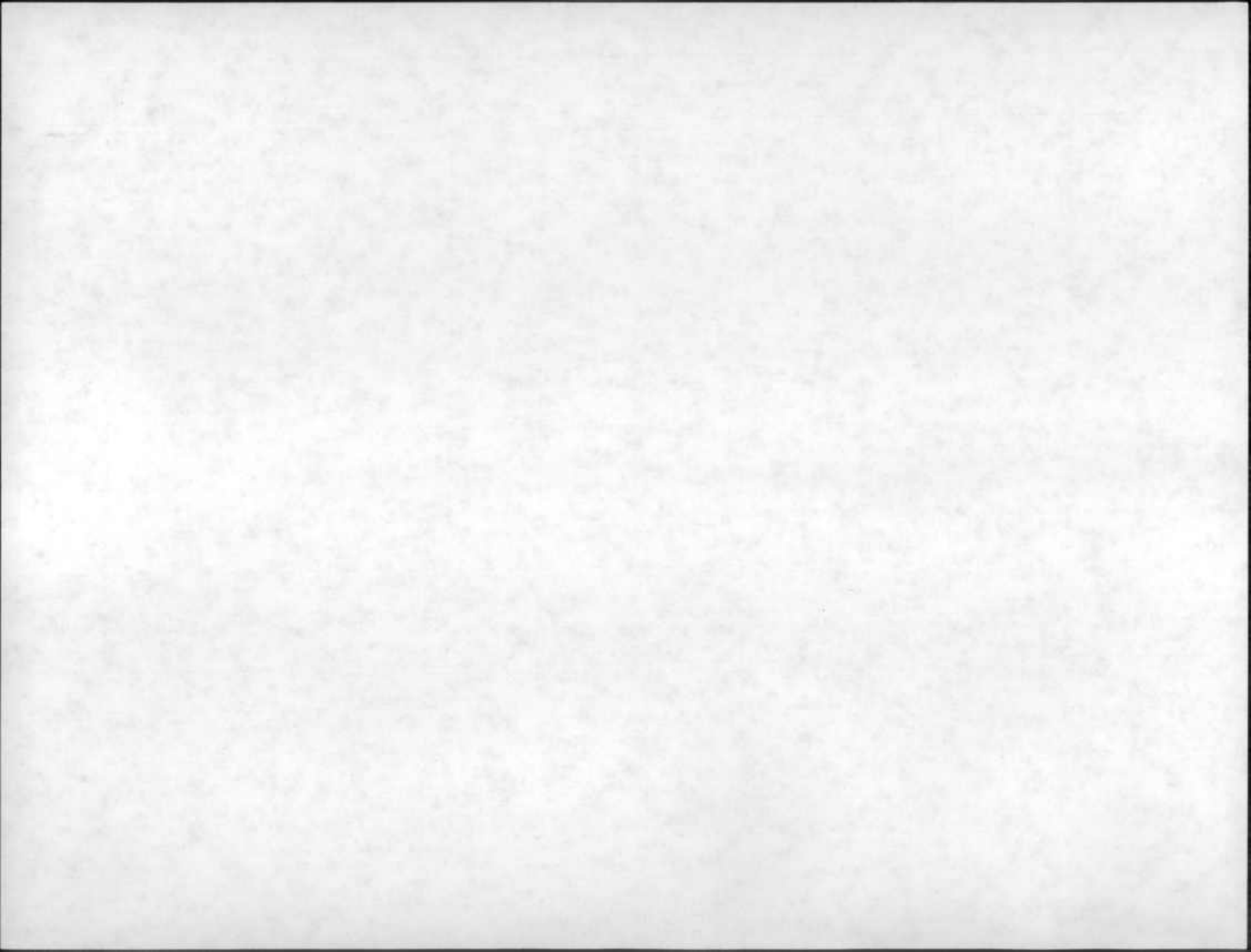
Date

State Archivist

Signature of Court Official

Title

Date



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

FEB 8 1992

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court #8
 Court

Sevier's Mills
 County

(1031)
 1st District

Series No.	Description of Records Include Title and/or Form Number	Authentication		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	JAN 1, 1982 → Dec 31, 1989 RENTS SUMMARY EJECTMENTS + WARRENTS OF RESTITUTION * NO MONEY Judgements * ALL Aduits HAVE BEEN DONE	Schedule 975 SECTION VI	2	1992	13.2		LAND FILL

Destruction Approved by Hall of Records Commission

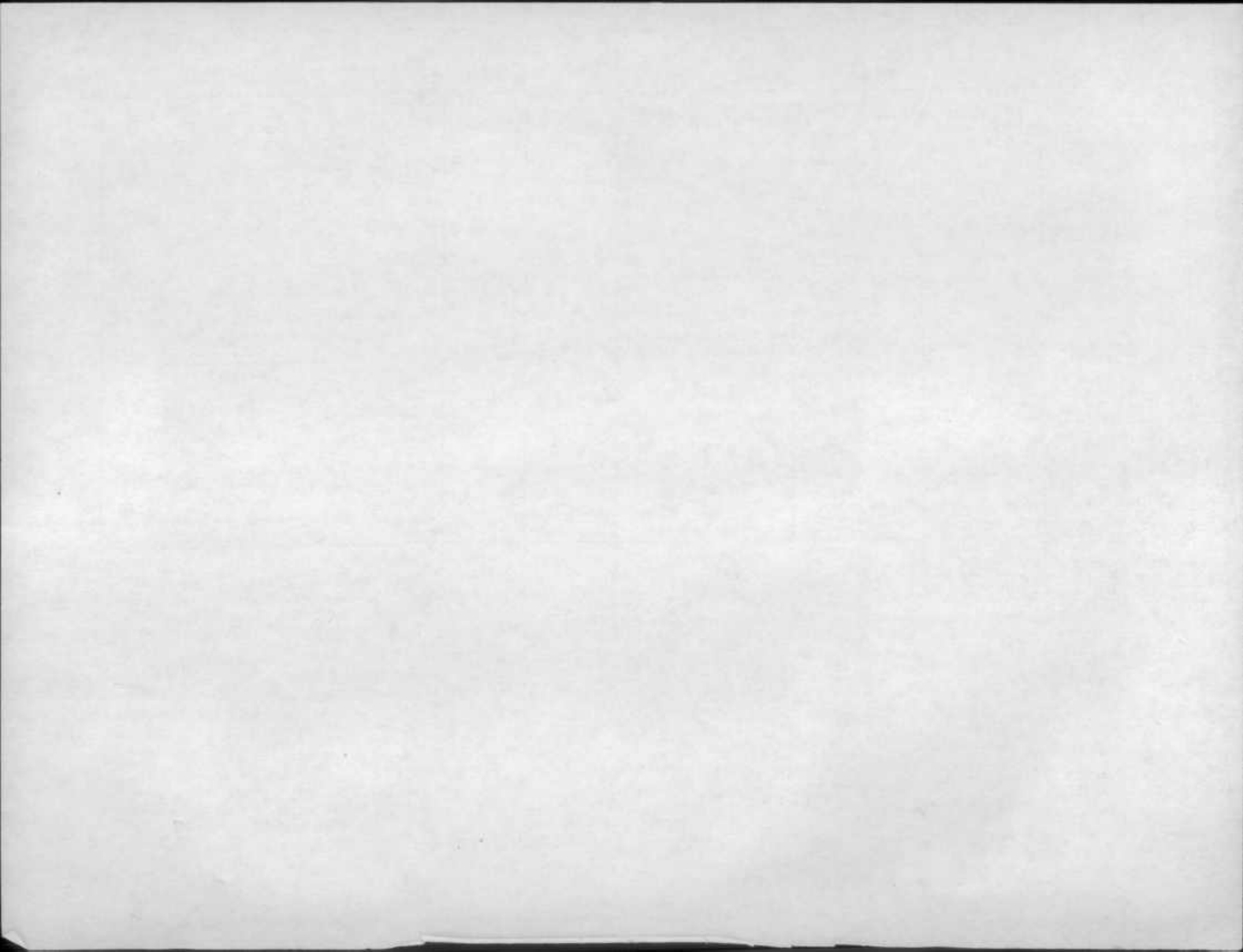
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
 111 Allegheny Avenue
 Towson, Maryland 21284

22.01.08

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1976 Civil Cases Closed "Stripped Materials Only Folders Retained."	Schedule 975 Section VI	Item 2	1976	139		

Destruction Approved by Hall of Records Commission

Destruction Certification

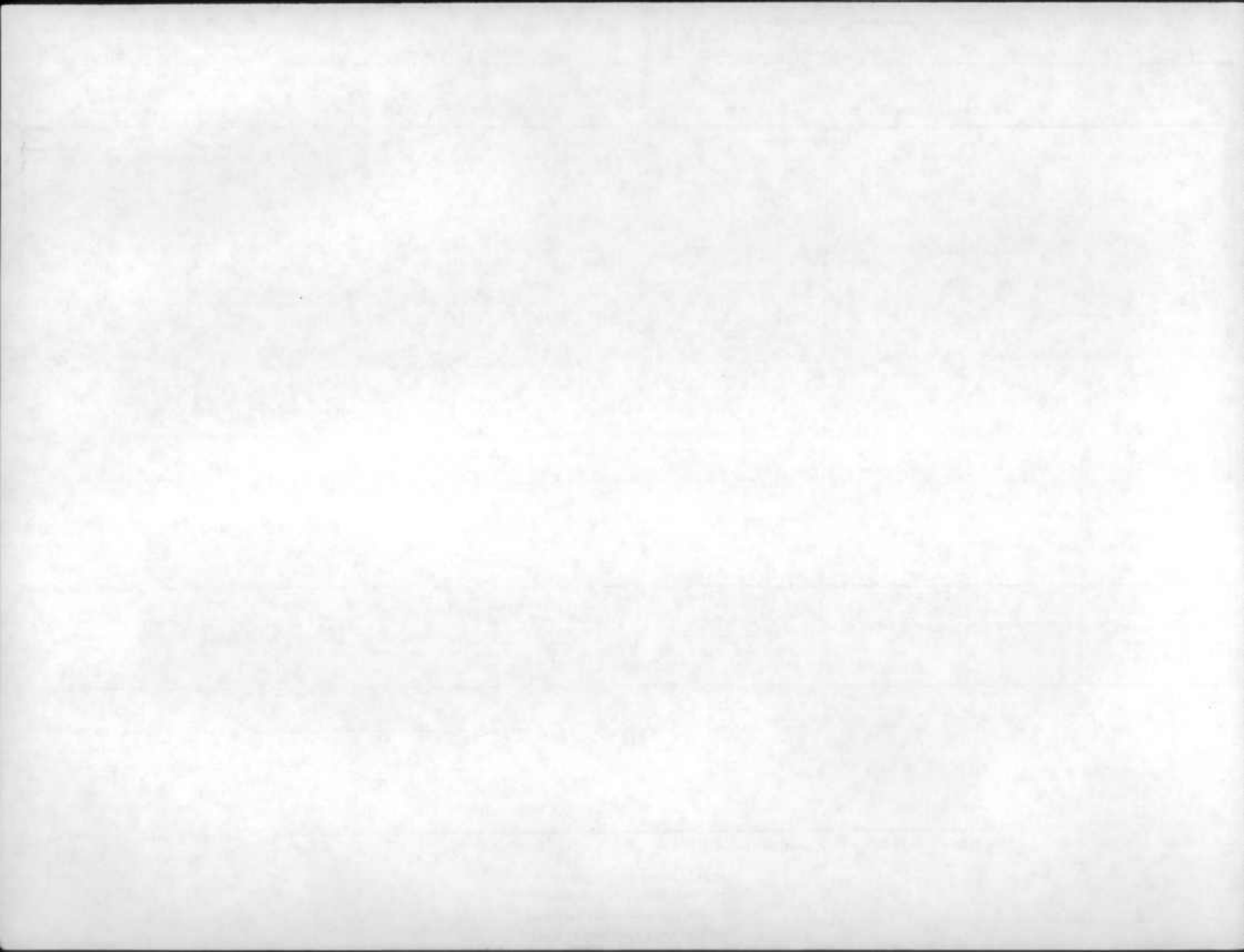
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
 111 Allegheny Avenue
 Towson, Maryland 21204

22.01.08

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1977 Civil Cases Closed "Stripped Materials Only Folders Retained."	Schedule 975 §Section VI	Item 2	1977	157		

Destruction Approved by Hall of Records Commission

Destruction Certification

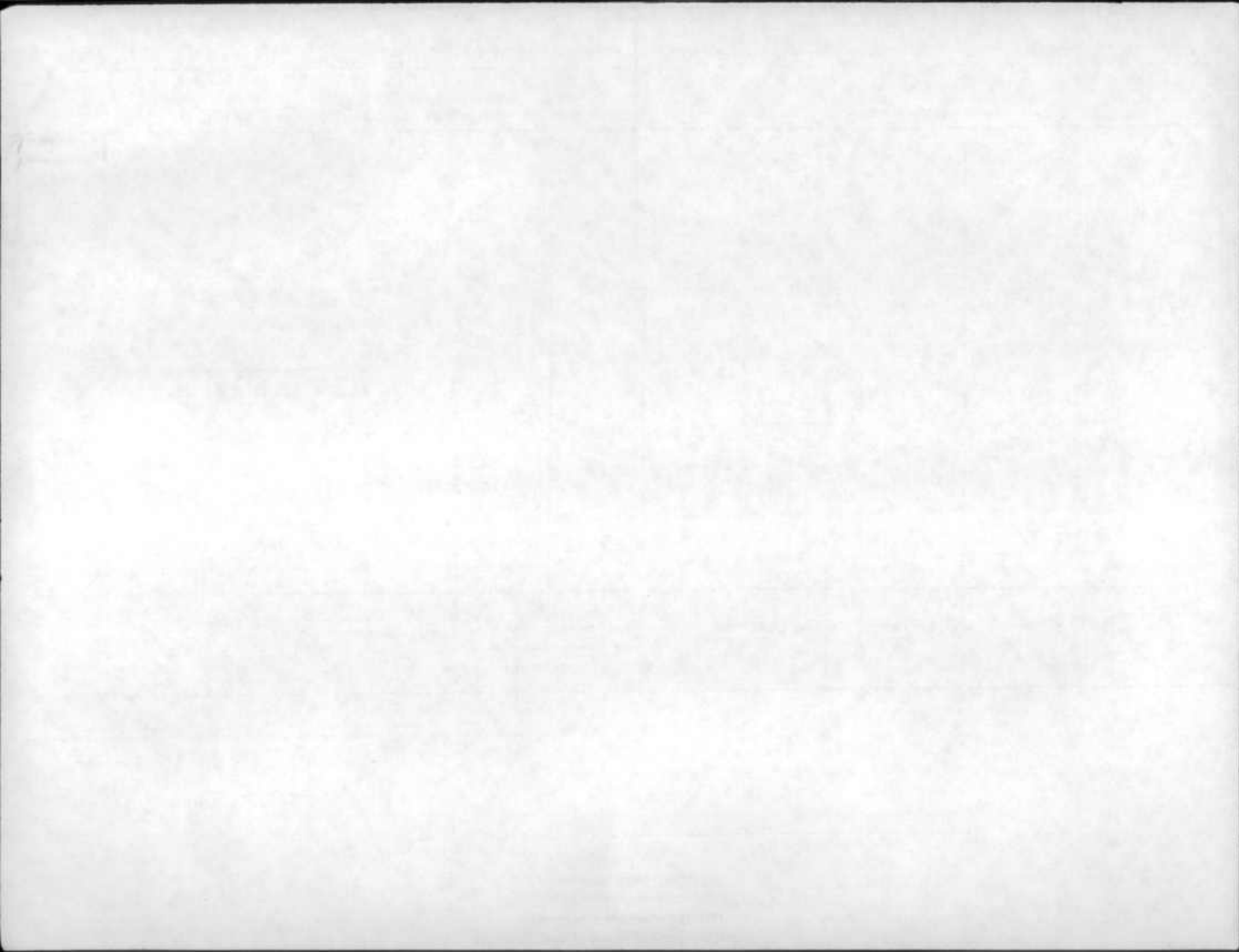
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
 111 Allegheny Avenue
 Towson, Maryland 21204

22.01.08

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1978 Civil Cases Closed "Stripped Material Only Folders Retained."	Schedule 975 Section IV	Item 2	1978	160		

Destruction Approved by Hall of Records Commission

Destruction Certification

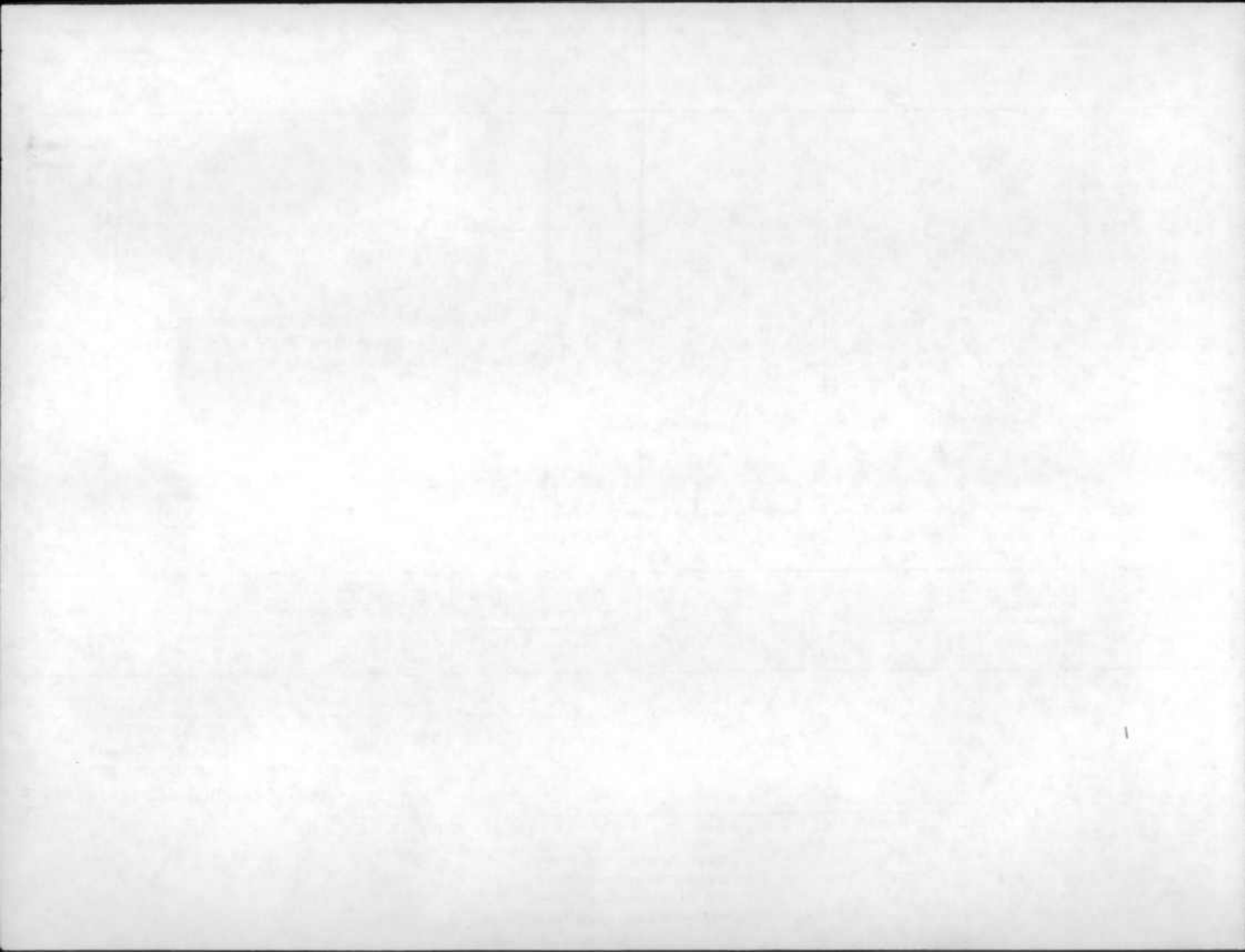
Date

State Archivist

Signature of Court Official

Title

Date



(43)

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT TOWSON
111 Allegheny Avenue
Towson, Maryland 21204

22.01.08

DC 8 Cert CV 5-86

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	1982 Closed Civil Cases "Stripped Material Only Folders Retained"	975 Section VI	Item 2	1982	90		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

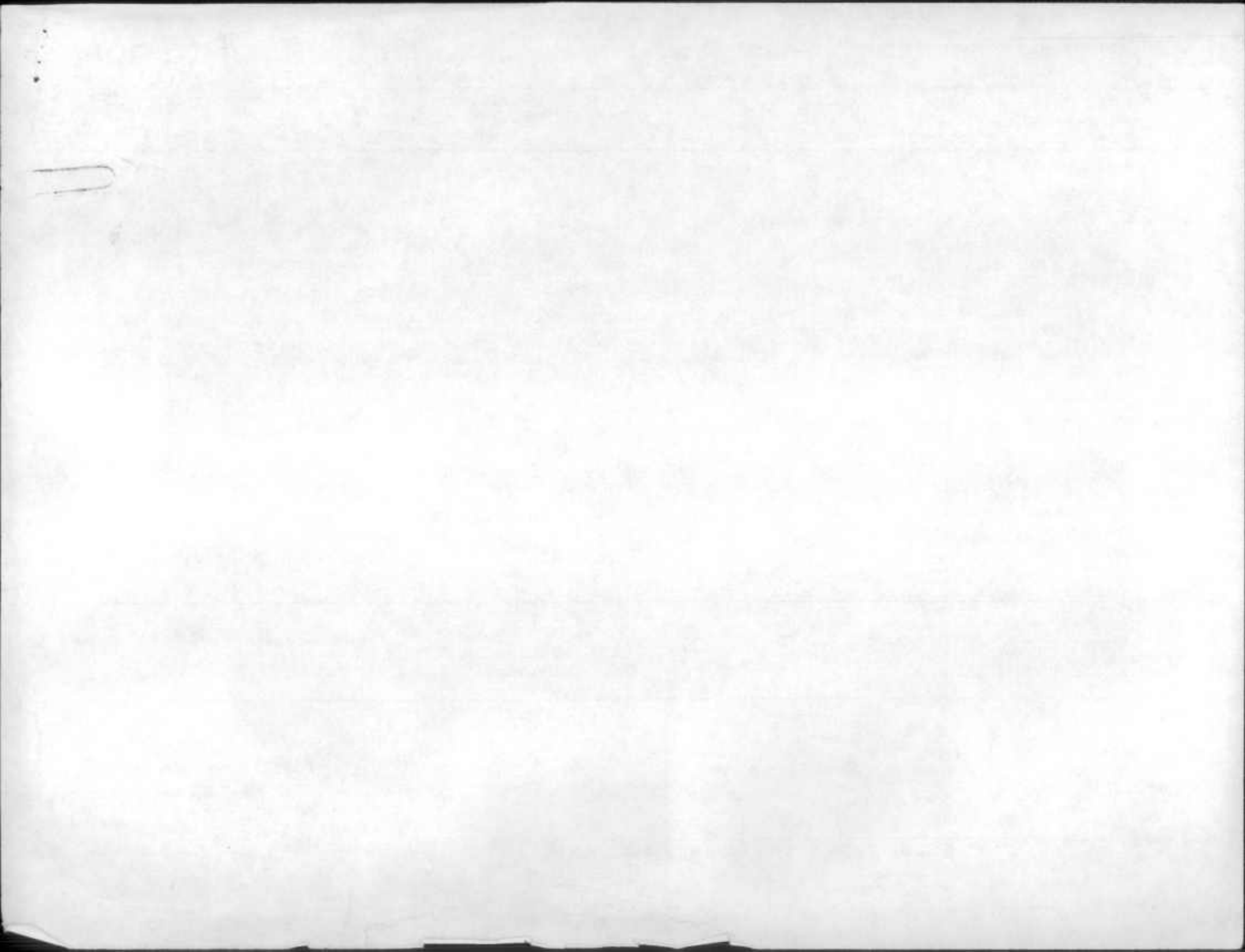
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



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
COURT

HARFORD
COUNTY

DATE

297

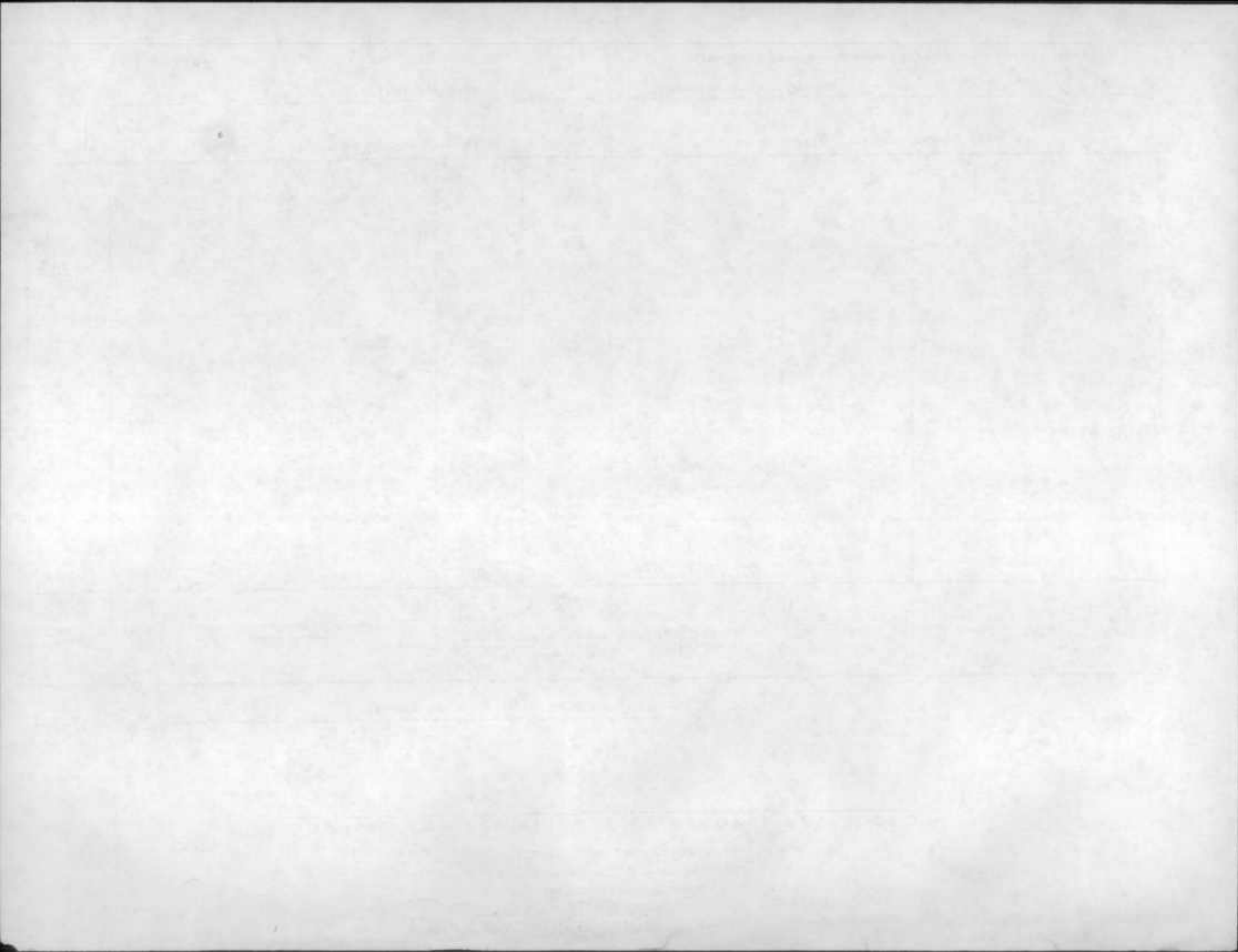
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL DOCKETS - MARCH 1955 - 1966	975	SEC. IV ITEM II	MARCH 1955 - 1966	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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

NINTH DISTRICT HARFORD
COURT COUNTY DATE

296

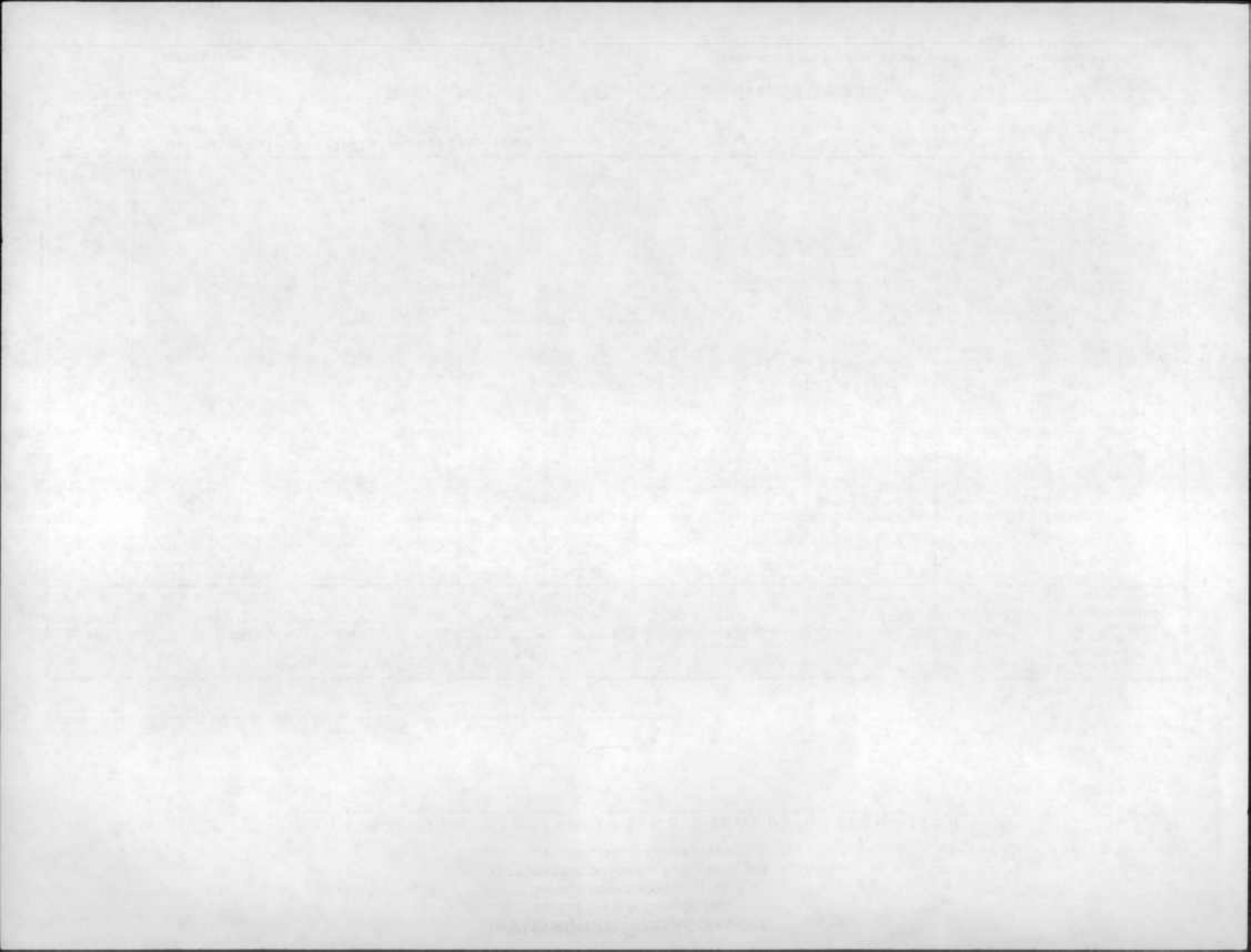
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CNIK - 1971	995	SEC II ITEM II	1971.	10		

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

192

Ninth District Harford 6/12/87
 Court County Date

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CIVIL RECORDS - STRIPPED	975 Sec. II	2	1981 - 1982			

Destruction Approved by Hall of Records Commission

Destruction Certification

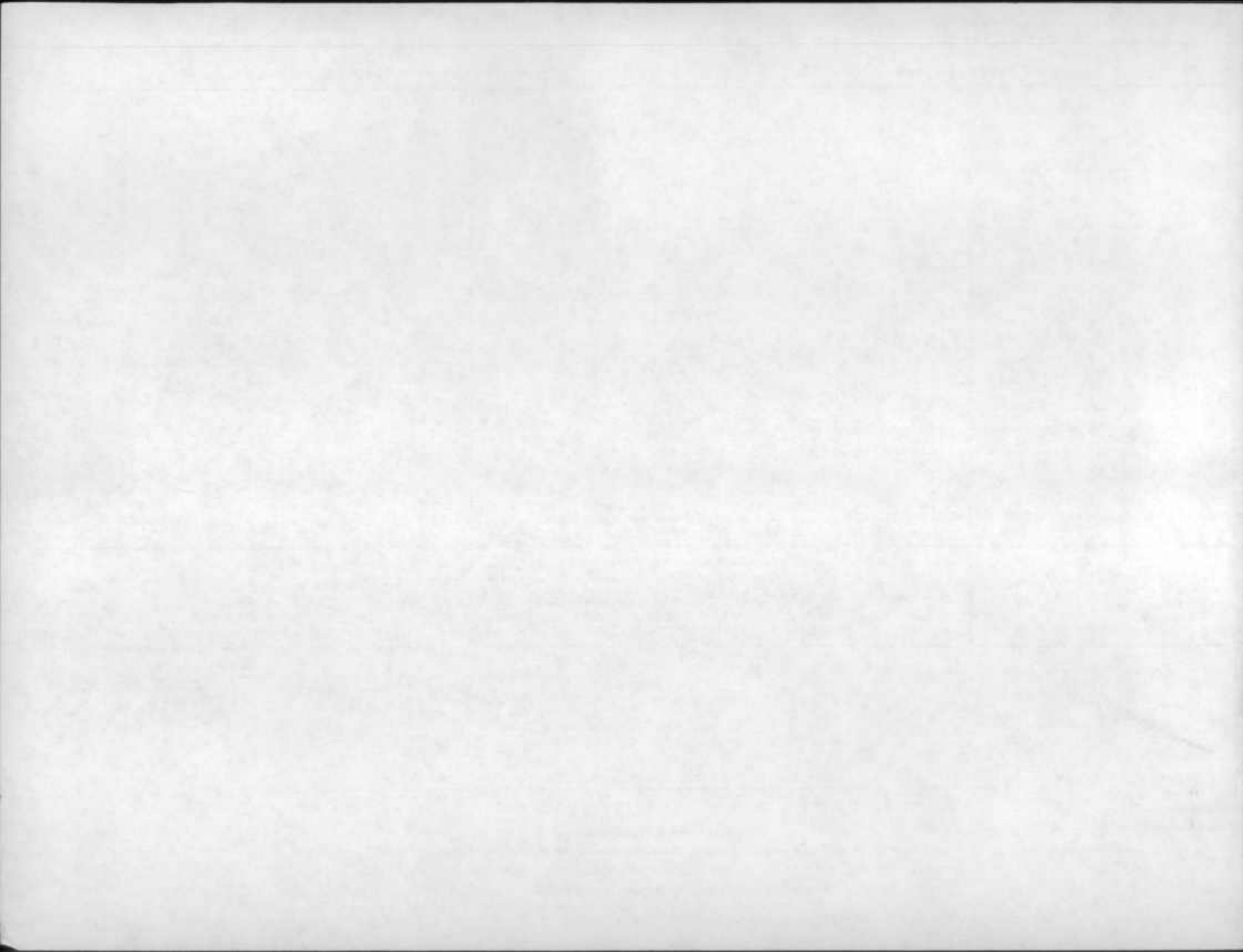
State Archivist

Joan M. Ludlow
 Signature of Court Official

Admin. Clerk
 Title

Date

REV 10/83



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland #9

Harford 3/8/88

Court

County

422

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ELECTRONIC RECORDINGS -Reel to (to be degaussed) Reel	975 Sec. II & Sec. IV	2 2	1/3/83 -12/2/83	17 cu.ft.		

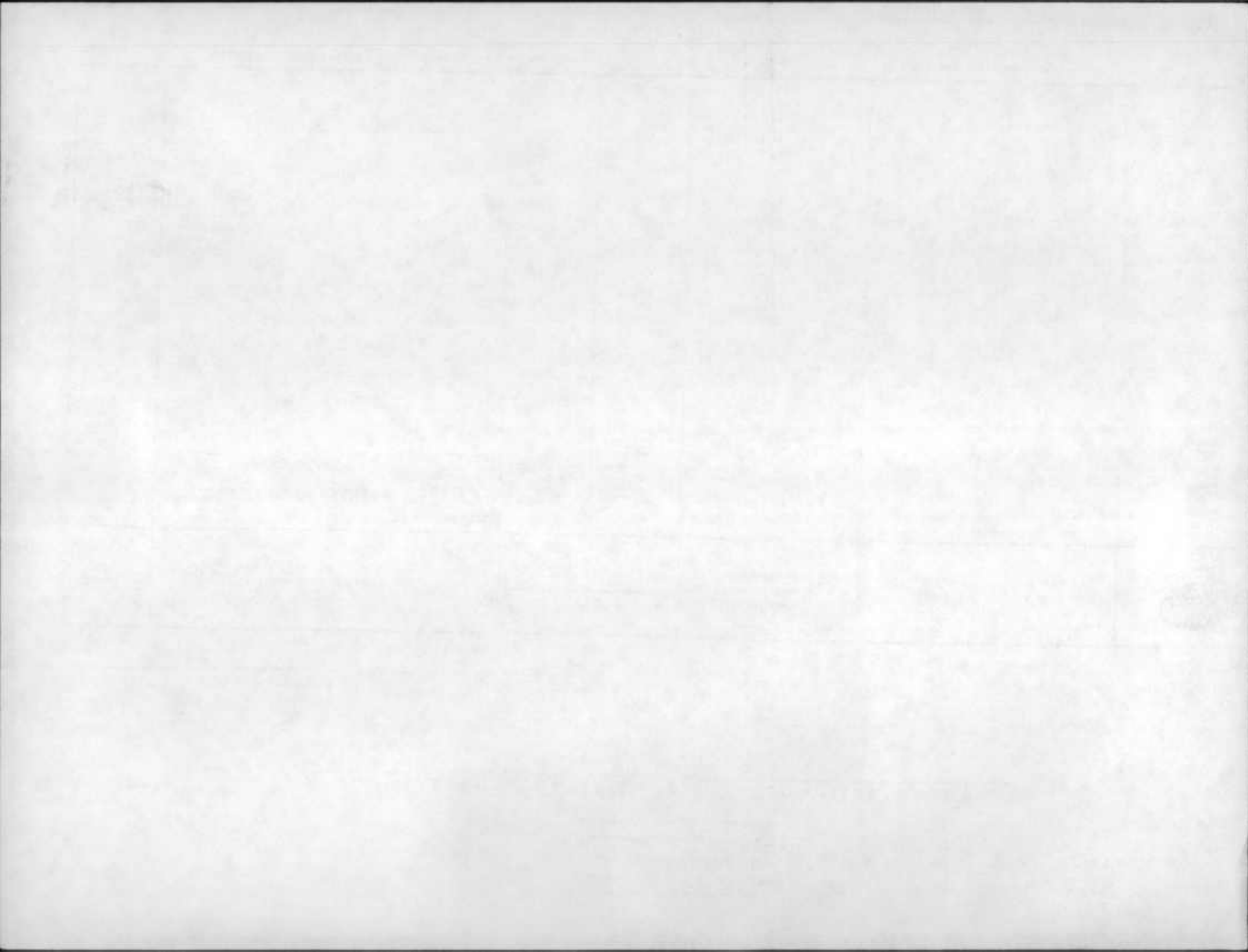
Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Title

Date



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

Cert. #DC-9-MISC-2-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of MD #9

Harford 3/18/88

Court

County

428

Series No.	Description of Records (Include Title and/or Form Number)	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CASSETTE RECORDINGS - TAPES (to be degaussed)	975 Sec. II & Sec. IV	2 2	1983 & 1984	8 Cu.Ft.		

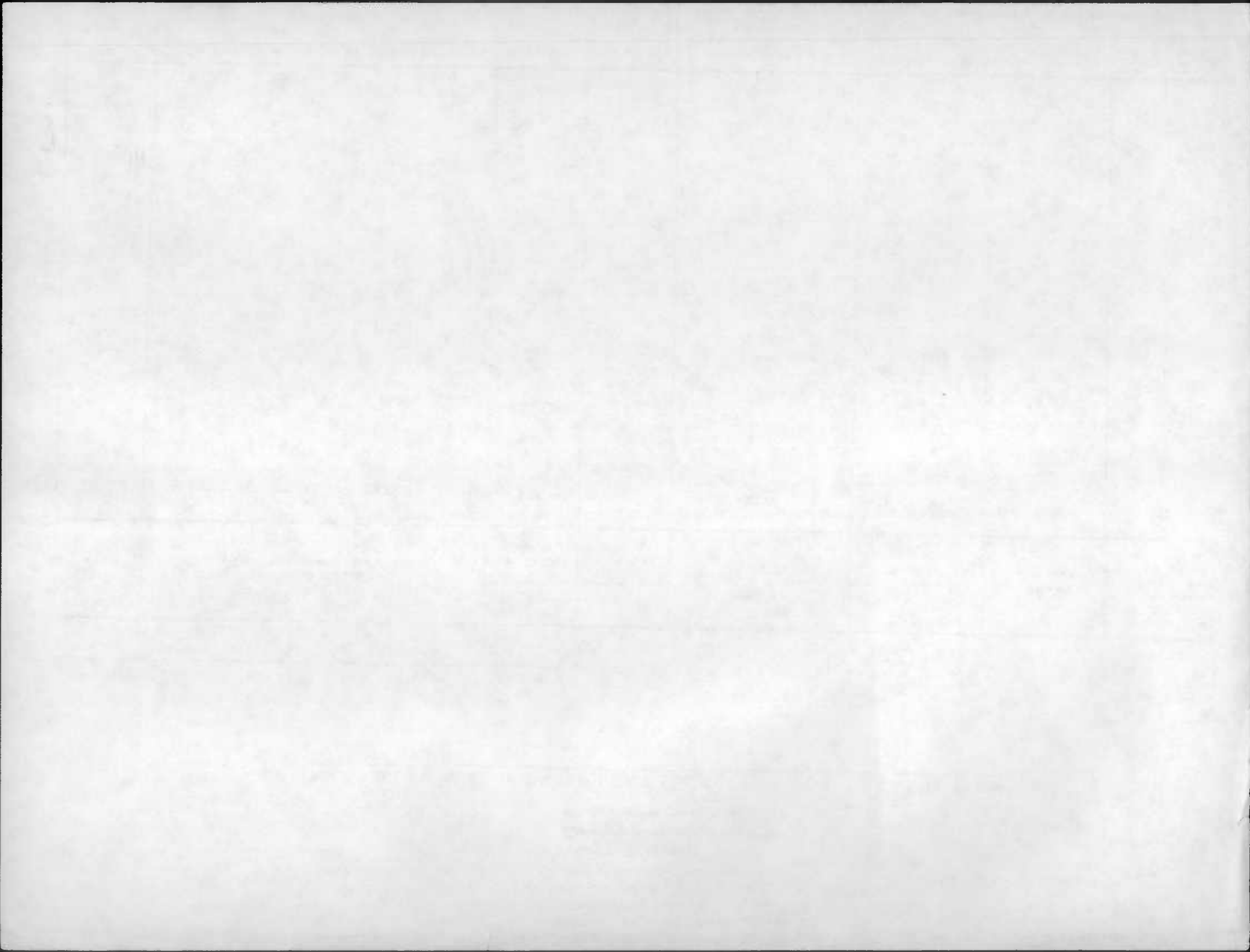
Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Title

Date



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

1077

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 Include Title and/or Form #	Authorization		Inclusive Dates Of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recyc., shred, landfill, 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

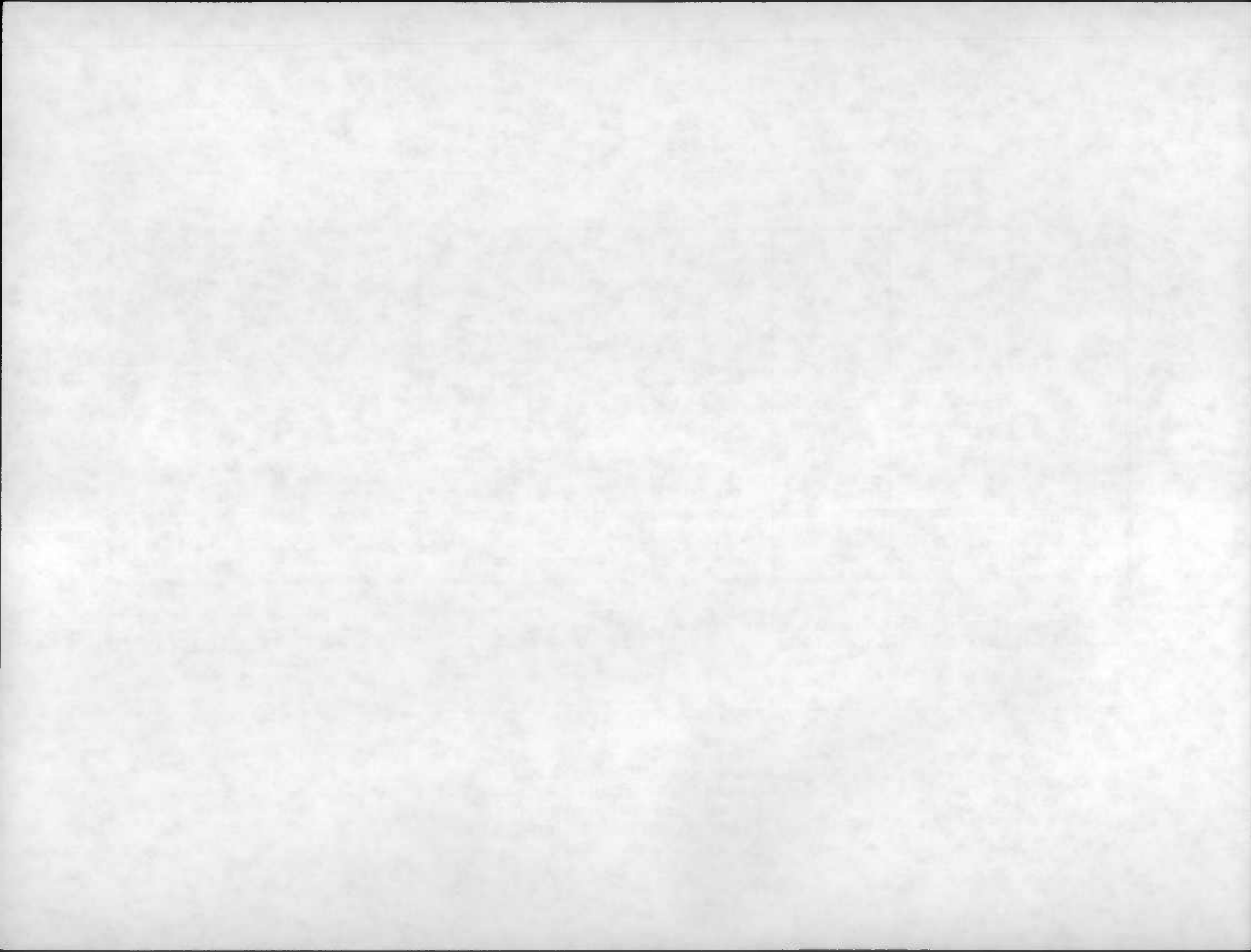
_____ Date

_____ State Archivist

_____ Signature of Court Official

_____ Title

_____ Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

117

DIST CT OF MD #9 - HARFORD

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Records - Expunged	975 Sec. IV	2e	1988	1 cu. ft.		Shredded

Destruction Approved by Hall of Records Commission:

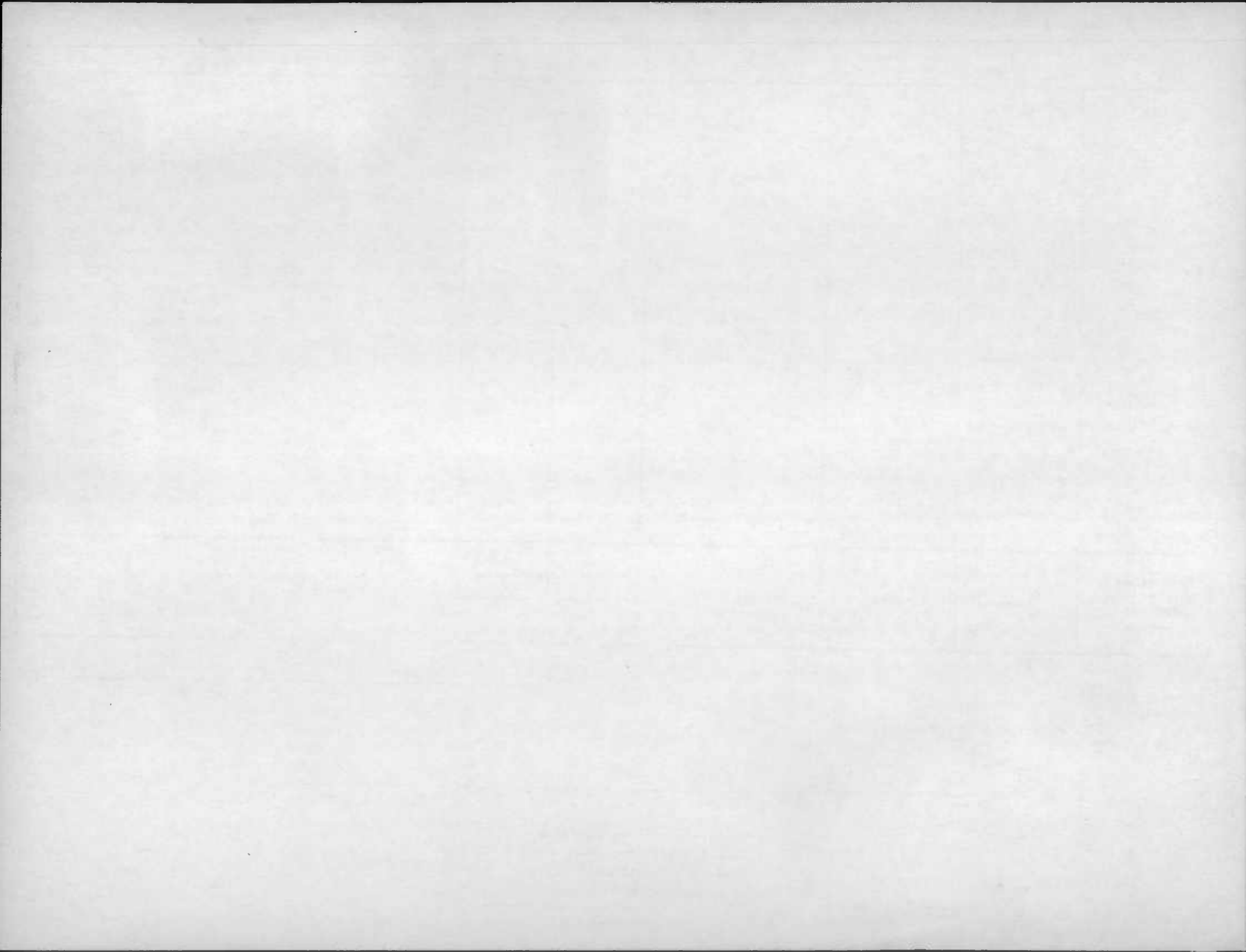
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Harford County District 09

Court

County

1063

1 of 6

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Traffic . A-Z Alpha files, daily entries Batch Envelopes MATS-Audited <i>Uncollectable thru 85</i>	975	2	1989	18		Landfill
	Traffic Pay Batch Envelopes H	Sec. IV		1989 1988	2 4 5		Landfill
	Accounting Records DCA 1 & 2, ledger cards, daily receipt summaries, bank checks, stubs and reconciliations, transcript, bond forf. & R-1 reports, Mats & Non Mats deferred payment reports, revenue reports Commissioner, Sturgis reports Batch control sheets	975	Sec V 1 a.	1989	10		Landfill

Destruction Approved by Hall of Records Commission

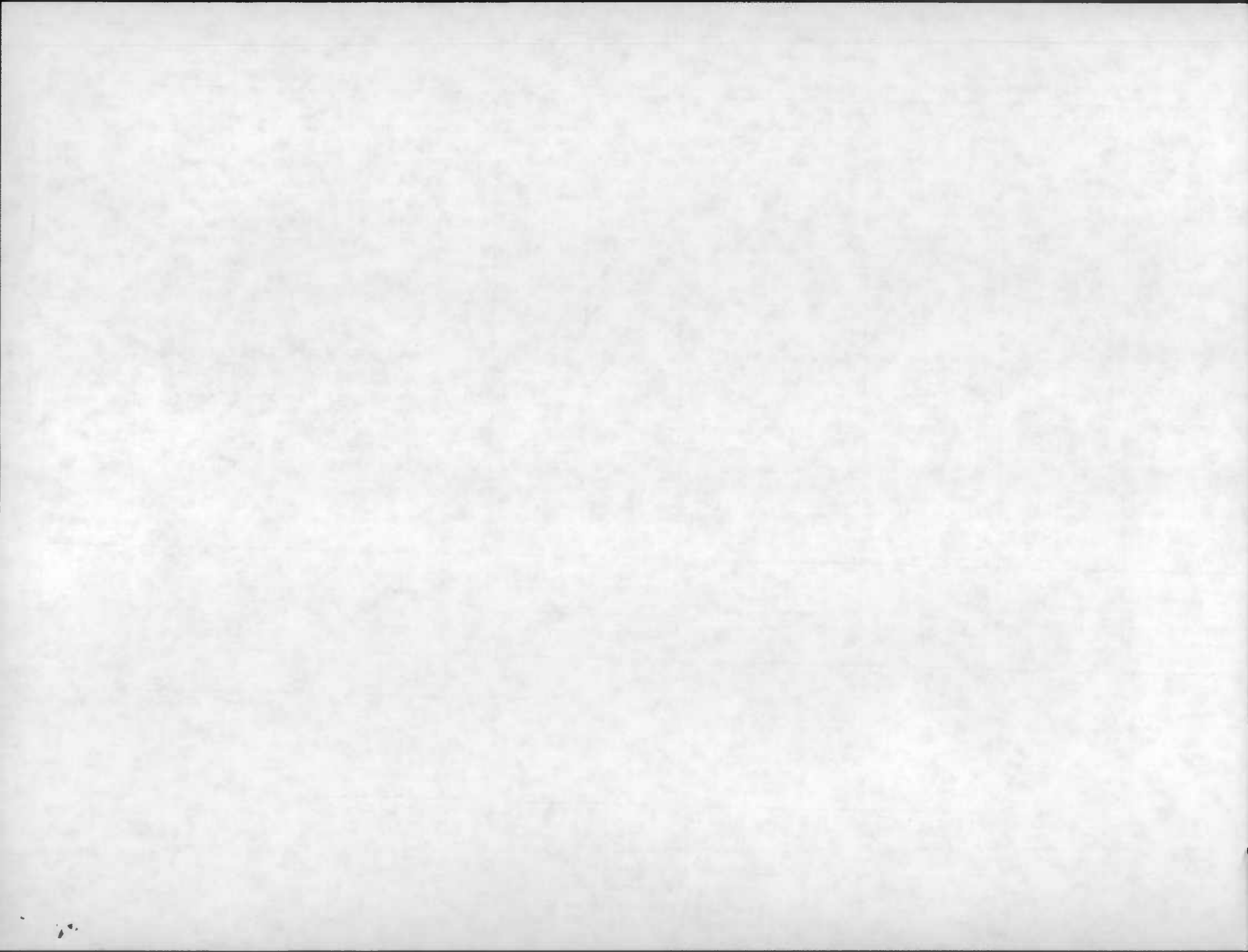
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court # 09 Harford County
 Court County

1063

376

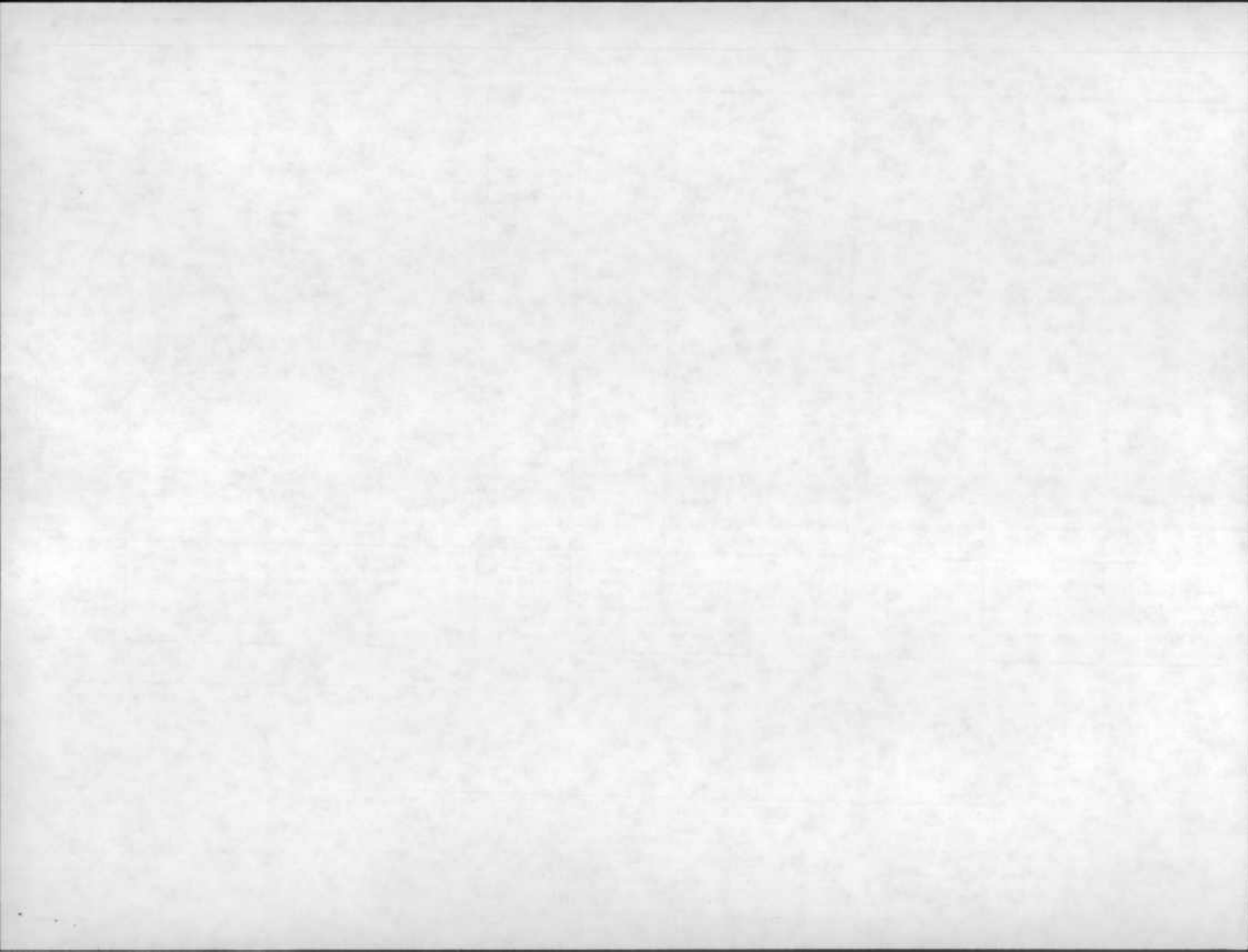
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil "A" boxes request permission to strip and destroy stripped materiel only			1989 Civil Satisfied	21		Landfill

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
 Treasury Building, Rm. 302
 Annapolis, Maryland 21401

12 27 1989
 DISTRICT COURT

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1070

IN DISTRICT

District Court # 09 Harford County

Court

County

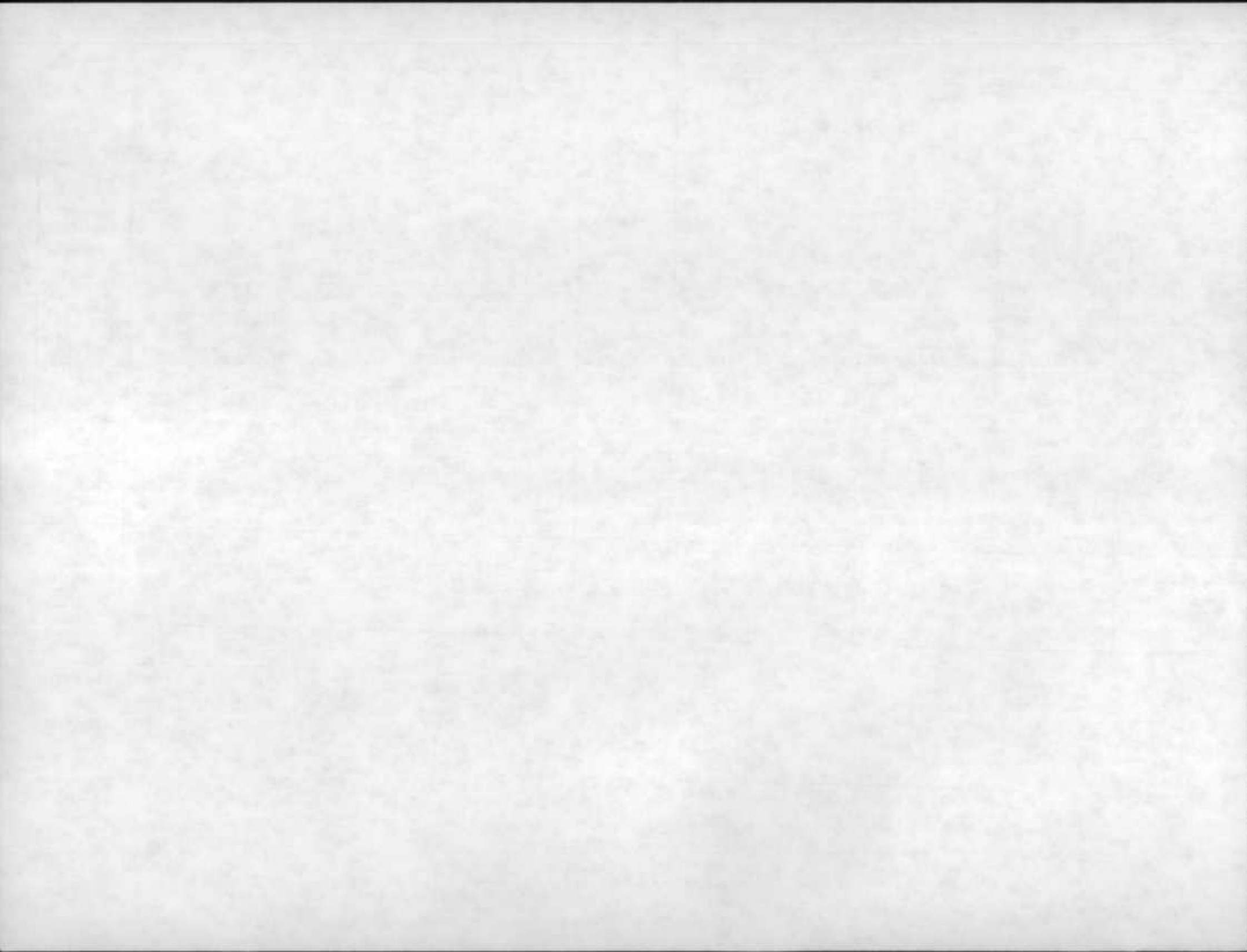
Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal closed cases more than 3 years request permission to strip and destroy stripped materiel only.			1989 closed criminal cases	37		Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1063

4 of 6

District Court # 09 Harford County

Court

County

Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal closed cases more than 3 years request permission to strip and destroy stripped materiel only.			1989 closed criminal cases	37		Landfill

Destruction Approved by Hall of Records Commission

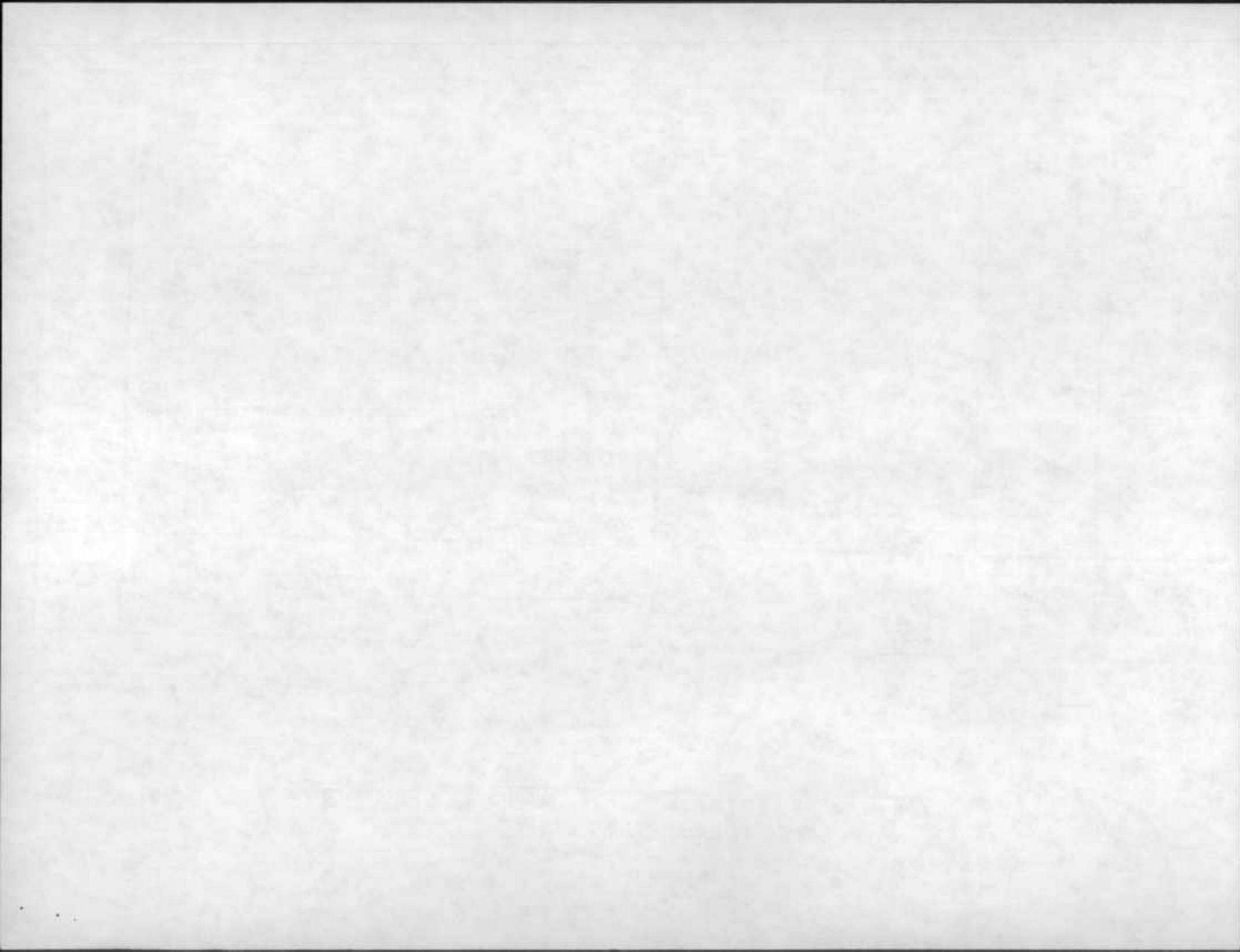
Destruction Certification

State Archivist

Signature of Court Official

Title

Date



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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1063

5076

District Court # 09 Harford County

 Court County

Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Civil Closed Cases request permission to strip and destroy stripped materiel only (after January 1994)			1990 Closed civil cases	22		Landfill

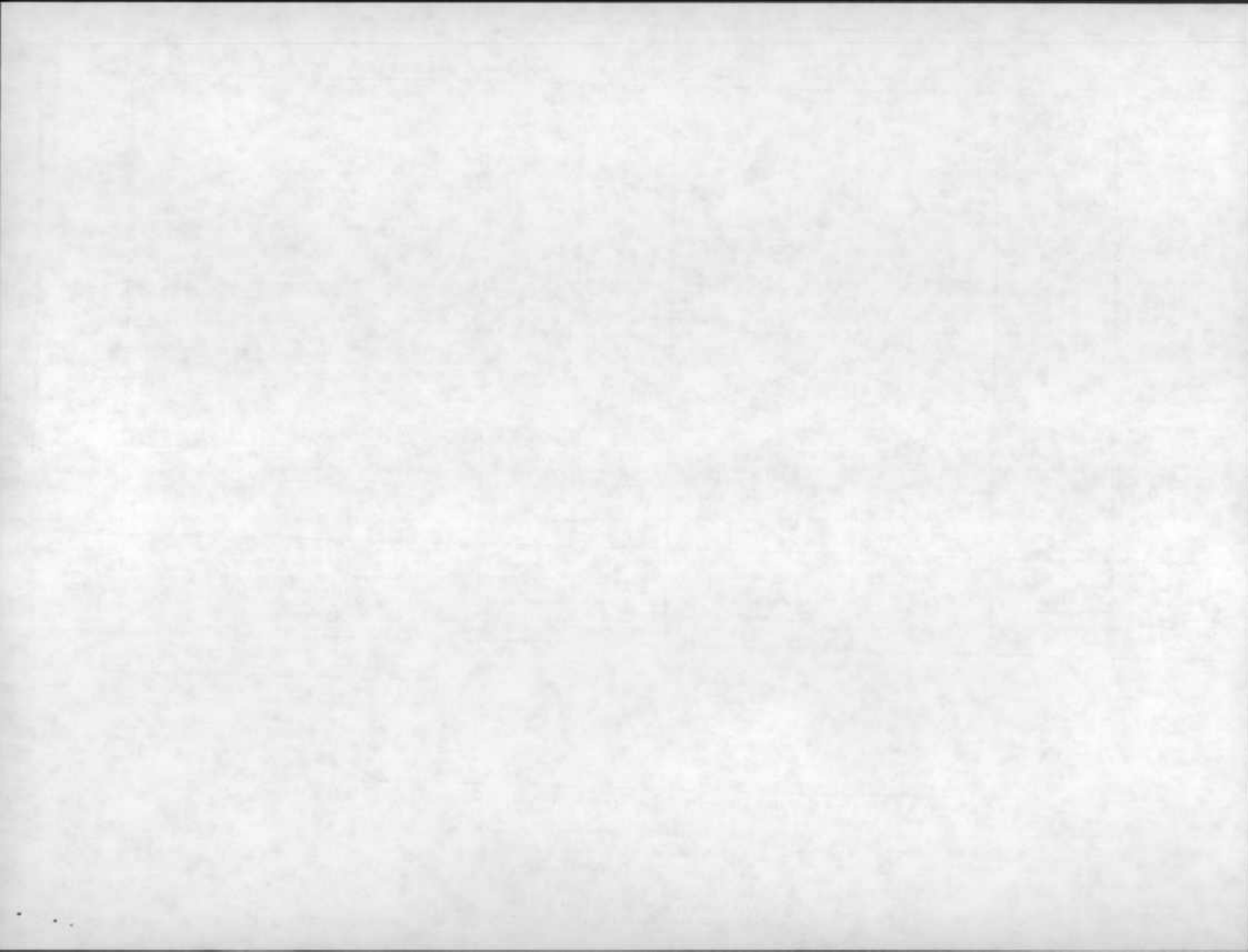
Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court # 09 Harford County

Court

County

1063

6 of 6

Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Closed Cases request permission to strip and destroy stripped materiel only (after January 1994)			1990 closed Criminal cases	12		Landfill

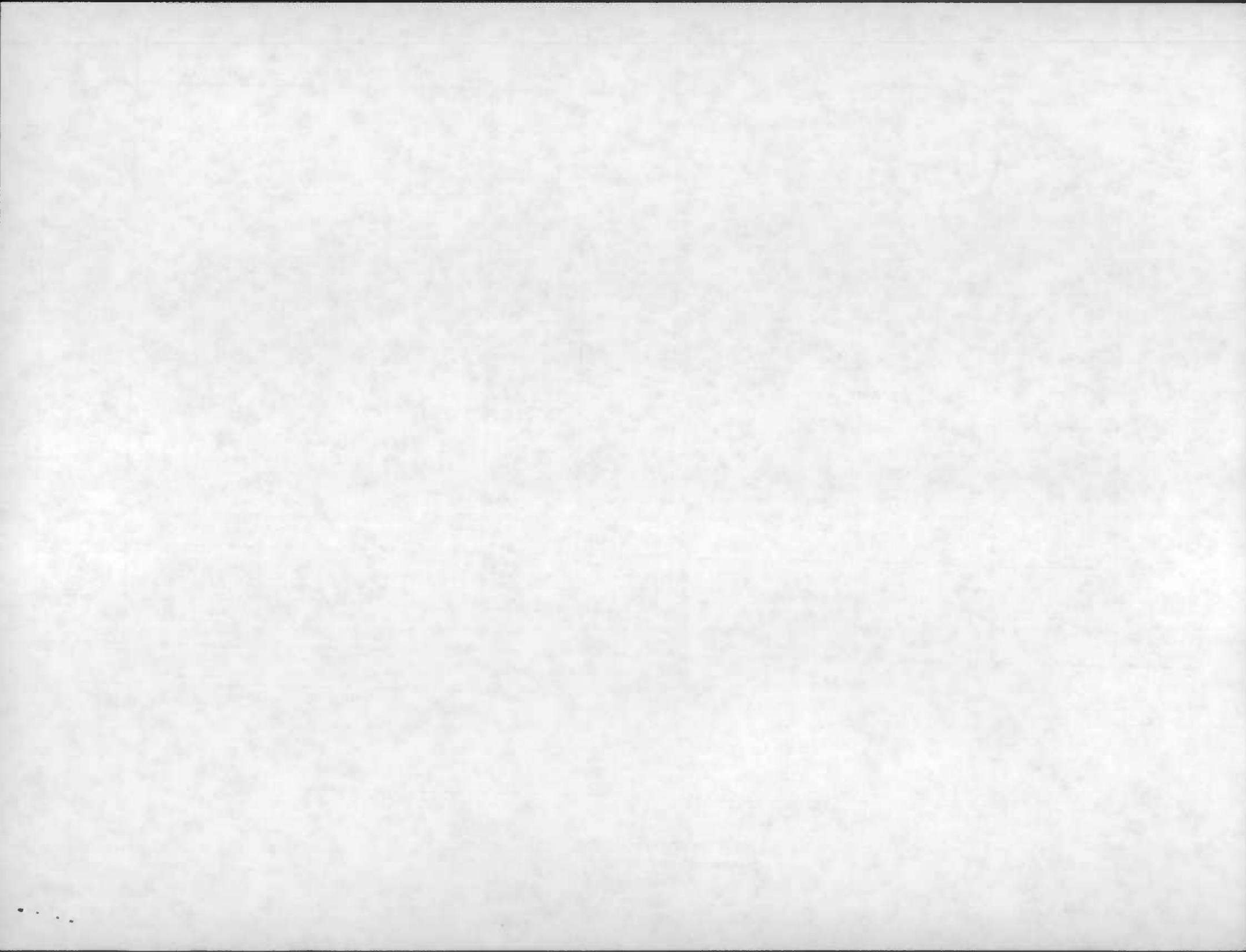
Destruction Approved by Hall of Records Commission

Destruction Certification

Signature of Court Official

Title

Date



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

SEP
 DISTRICT

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1068

IN DISTRICT

District Court # 09 Harford County
 Court County

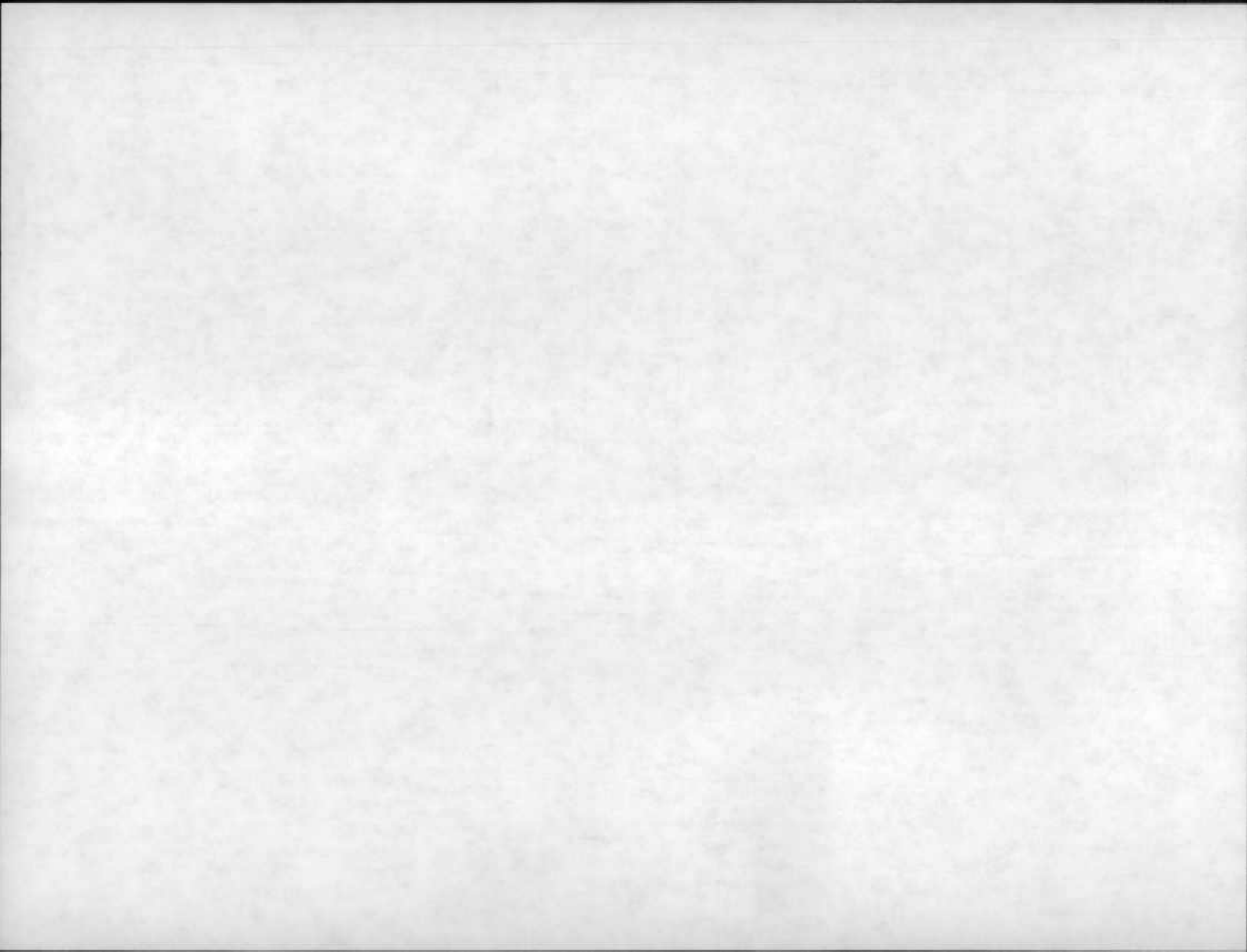
Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shredding, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Closed Cases request permission to strip and destroy stripped materiel only (after January 1994)			1990 closed Criminal cases	12		Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

Title

Date



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 # 09 Harford County
 Court County

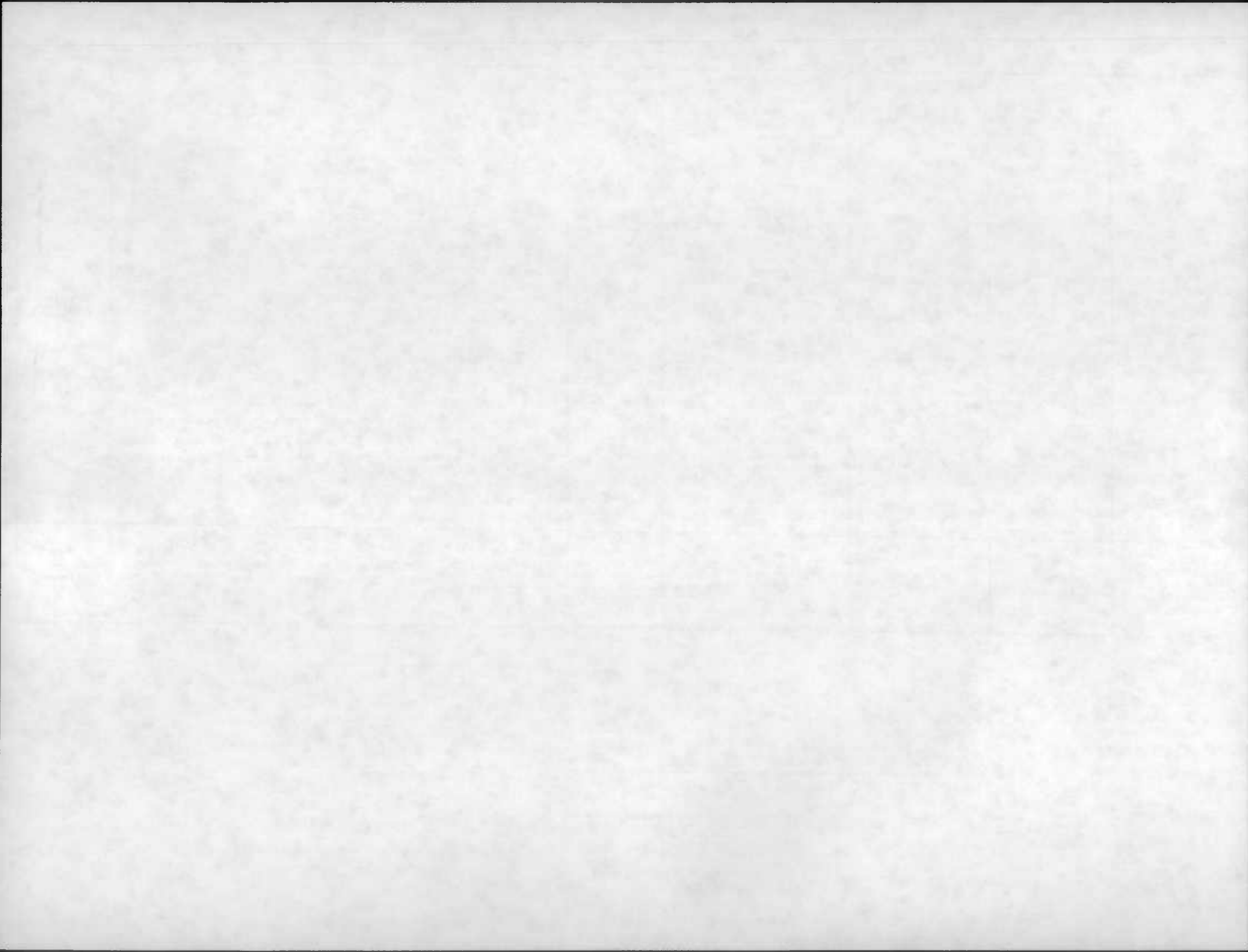
1069

IN DISTRICT

Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1063

2 of 6

District Court # 09 Harford C. _____
 Court County

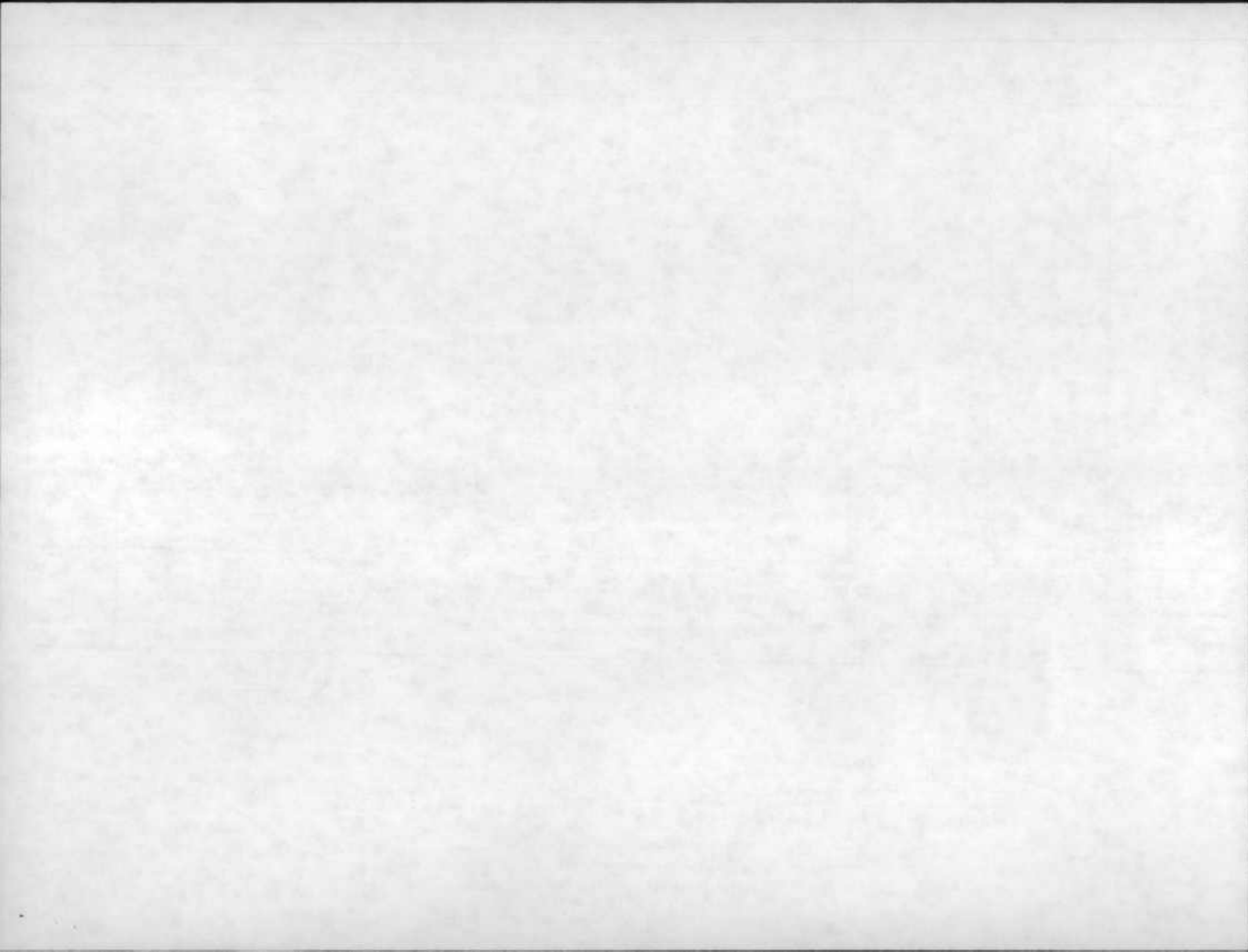
Serial No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Other Cases Non-Money Judgment Fail to Pay REnt (after Jan 1994)	975	2	1990	5		Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

 State Archivist

 Signature of Court Official _____
 Title _____
 Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

3/30/87
 DATE

138

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Natural Resources Statement of Charges	975 Sec. IV	2	1983	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

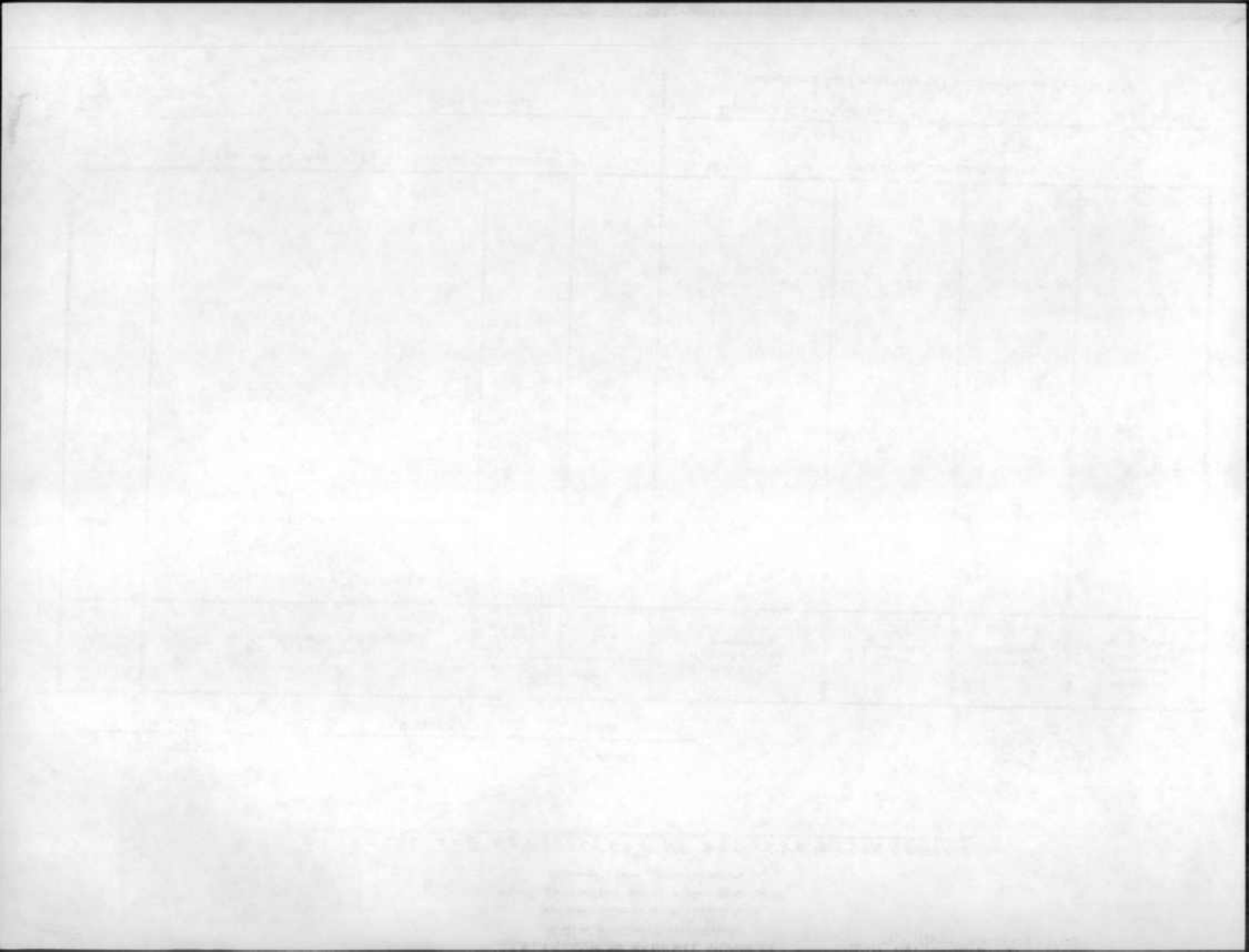
 State Archivist

 Signature of Court Official

 Title

 Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/30/87

COURT

COUNTY

DATE

139

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Cases-Judgment Sum Certain	975 Sec. II	2	1983	15		
	Stripped Material Only						

Destruction Approved by Hall of Records Commission

Destruction Certification

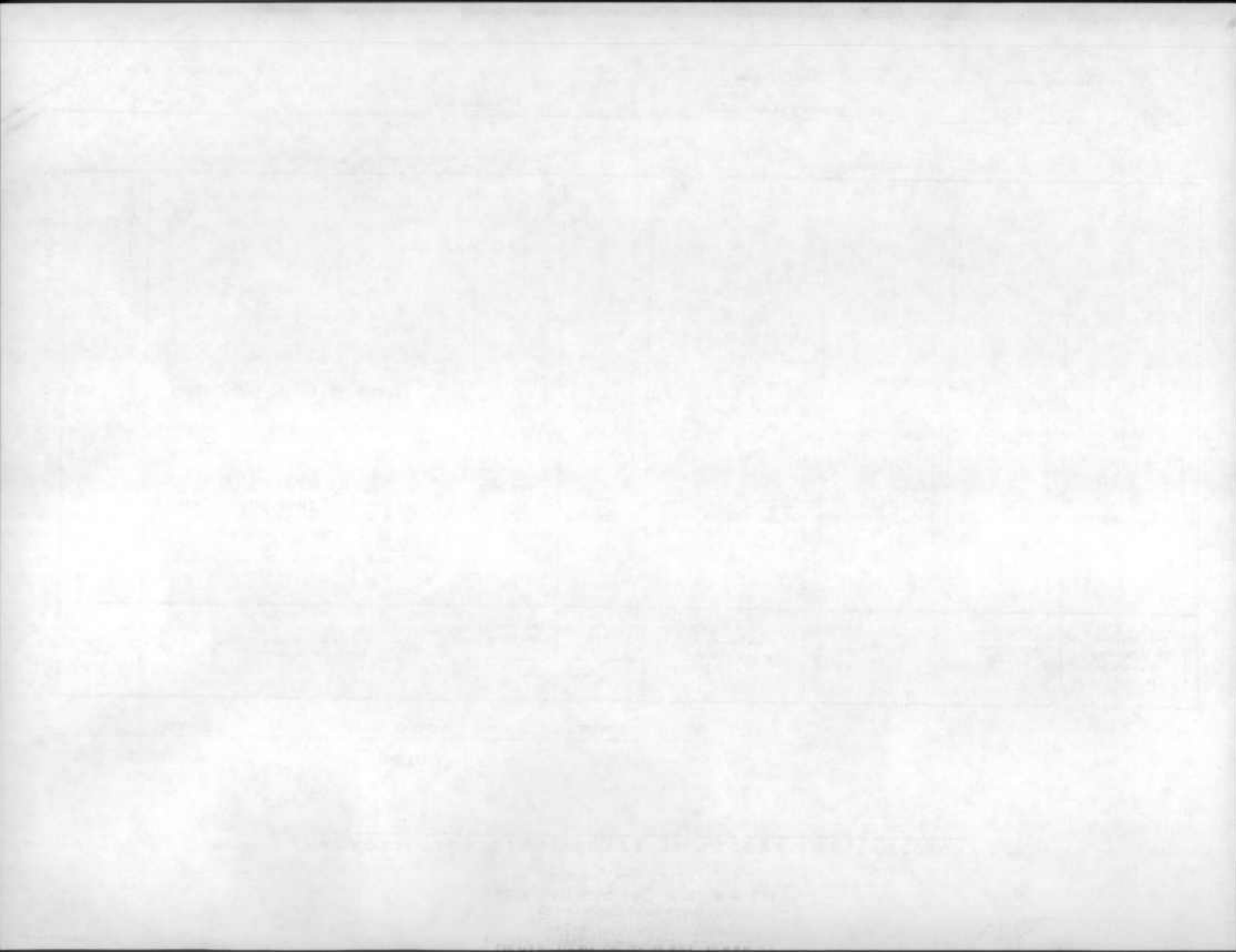
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/30/87

COURT

COUNTY

DATE

140

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Records Stripped Material Only	975 Sec. IV	2	1983	16		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

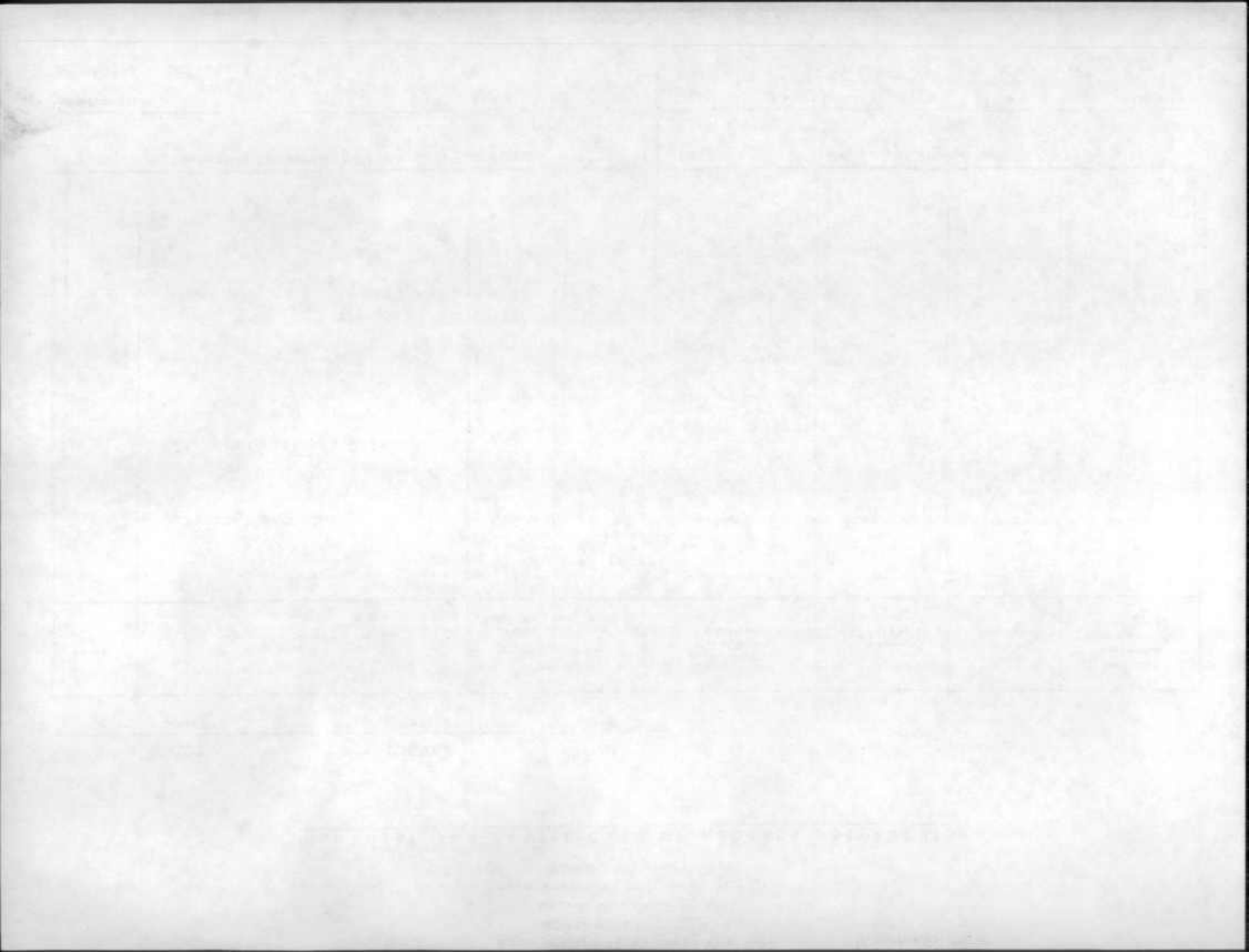
Signature of Court Official

Title

Date

10/83 DGS-550-9

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

3/30/87
 DATE

141

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Administrative Records	975 Sec. I	1	1983	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

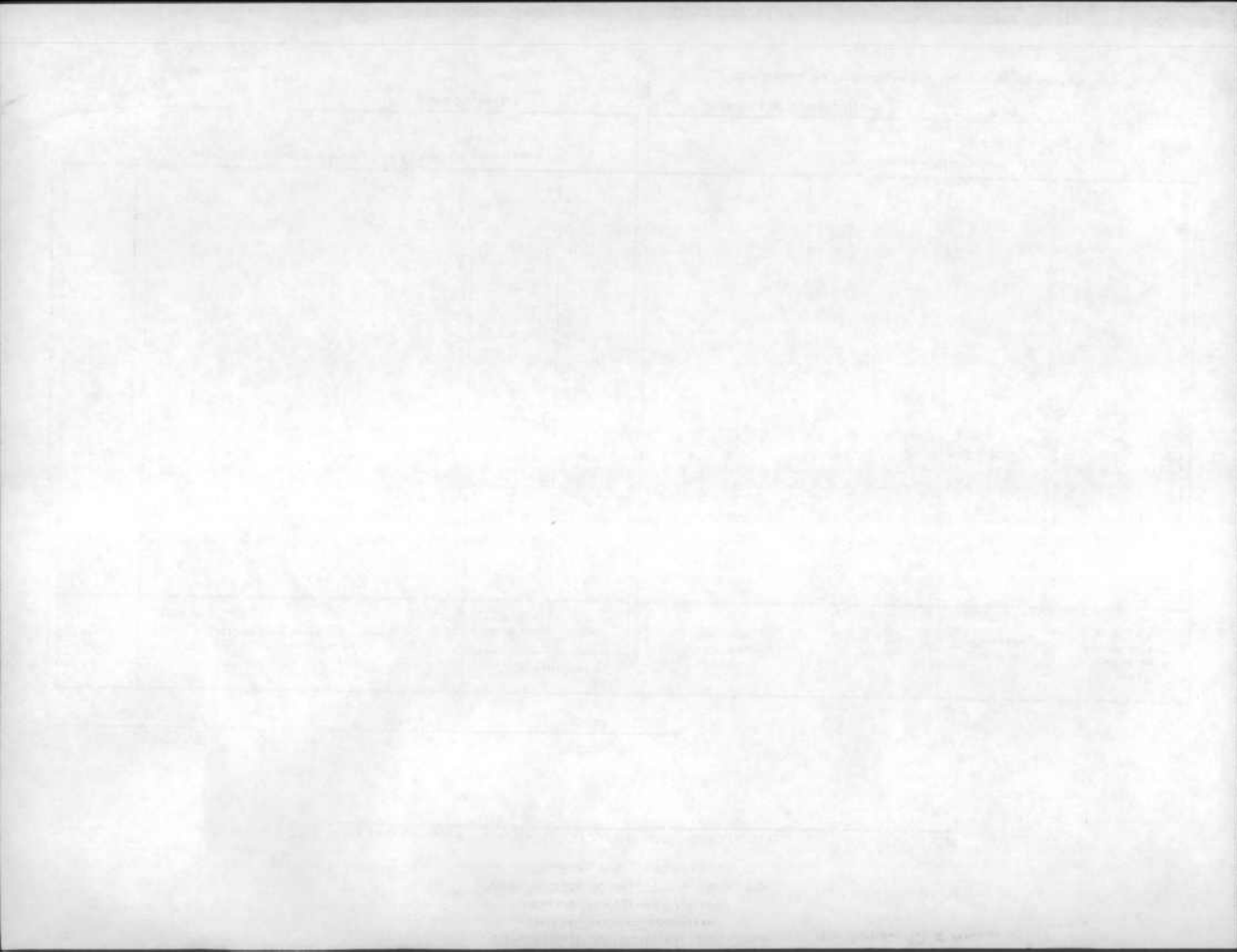
 State Archivist

 Signature of Court Official

 Title

 Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT 10-02

CARROLL

3/30/87

142

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	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

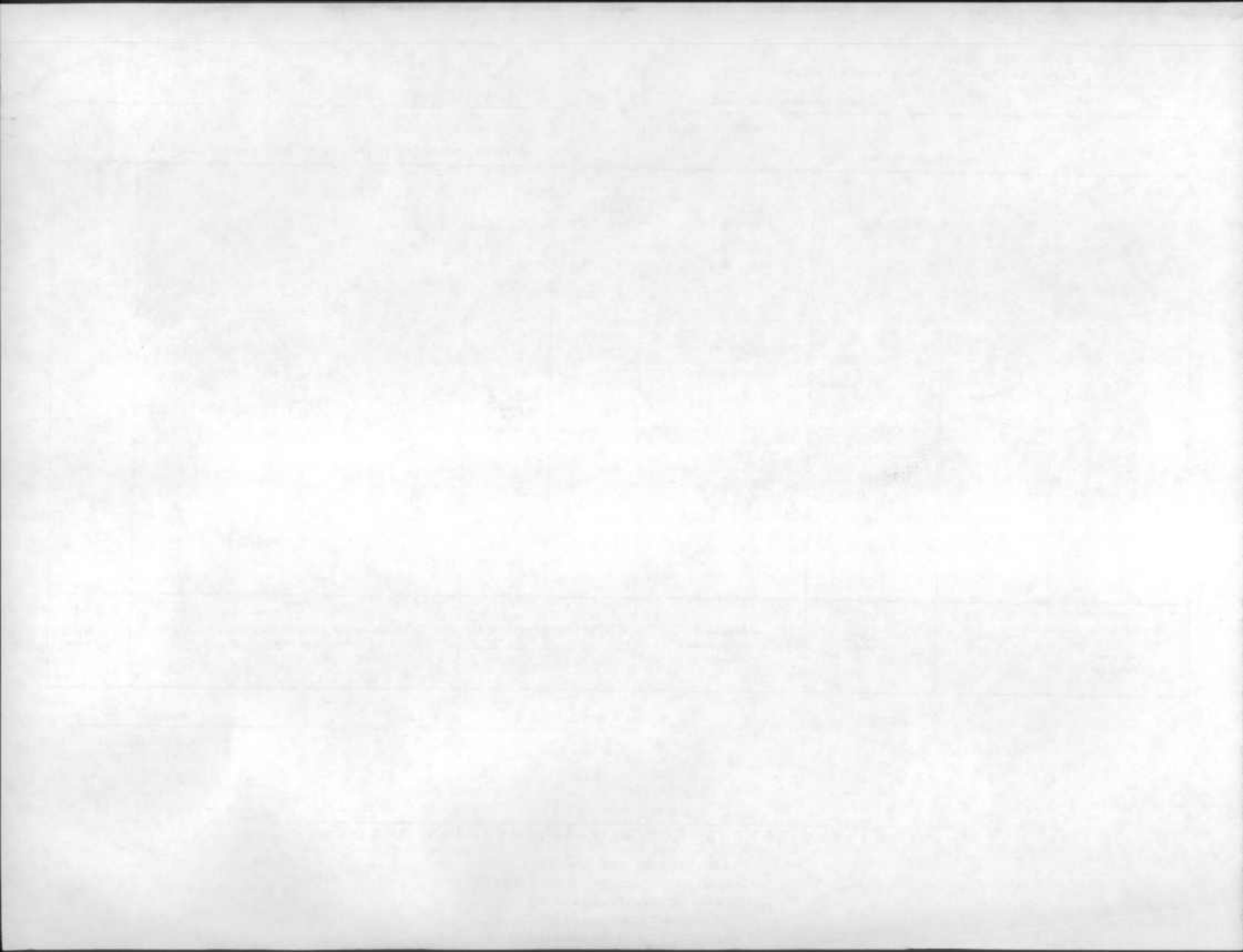
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

3/30/87

COURT

COUNTY

DATE

158

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Traffic Citations	975 Sec. IV	2 a & b	1983	7		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

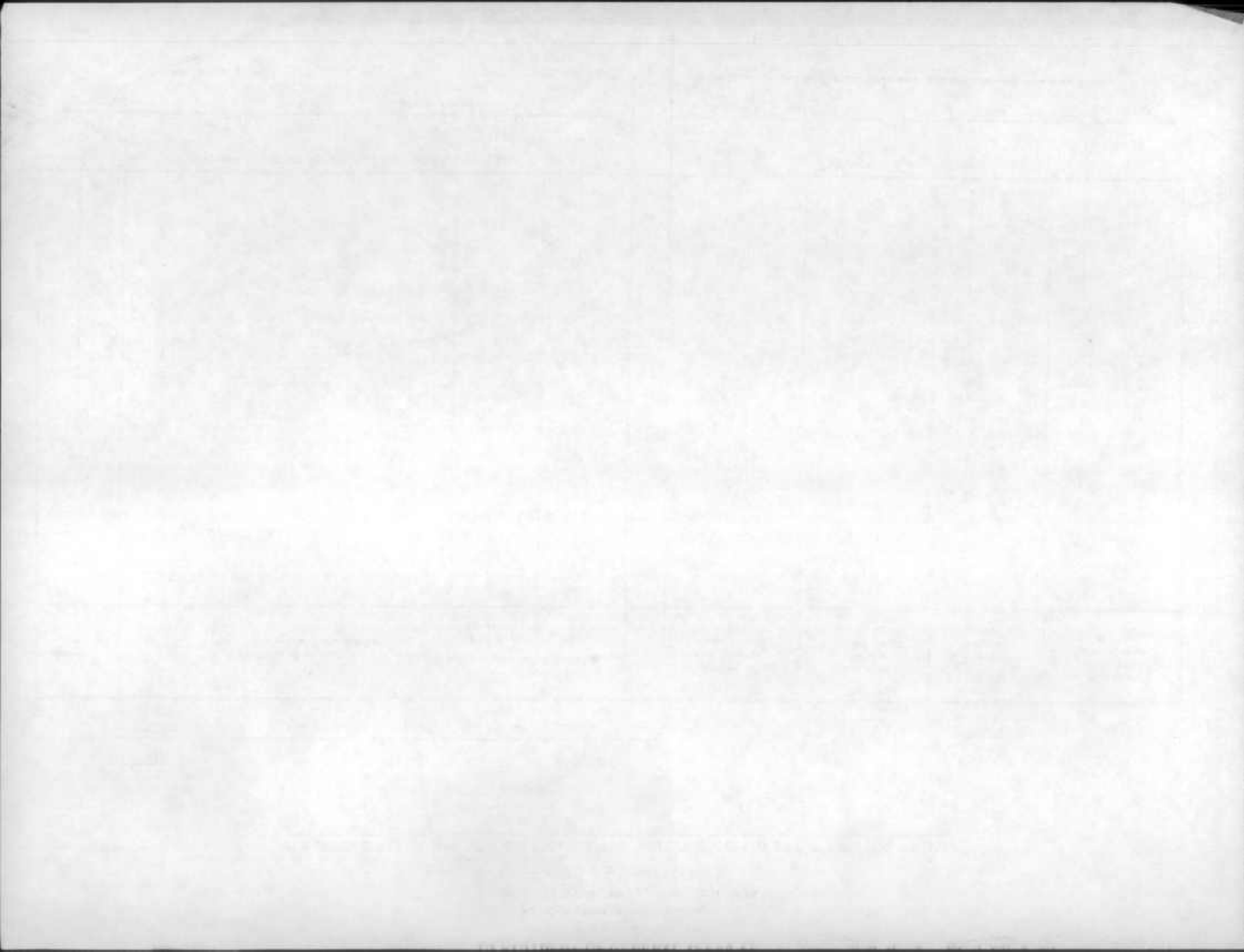
State Archivist

Signature of Court Official

Title

Date

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

D.C.Cert. 10-02-Misc.2-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

3/9/88
 DATE

412

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Fiscal Records	975 Sec. V	1, a&b 2, 3	1984	3		
	Other Cases	975 Sec. VI		1984	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

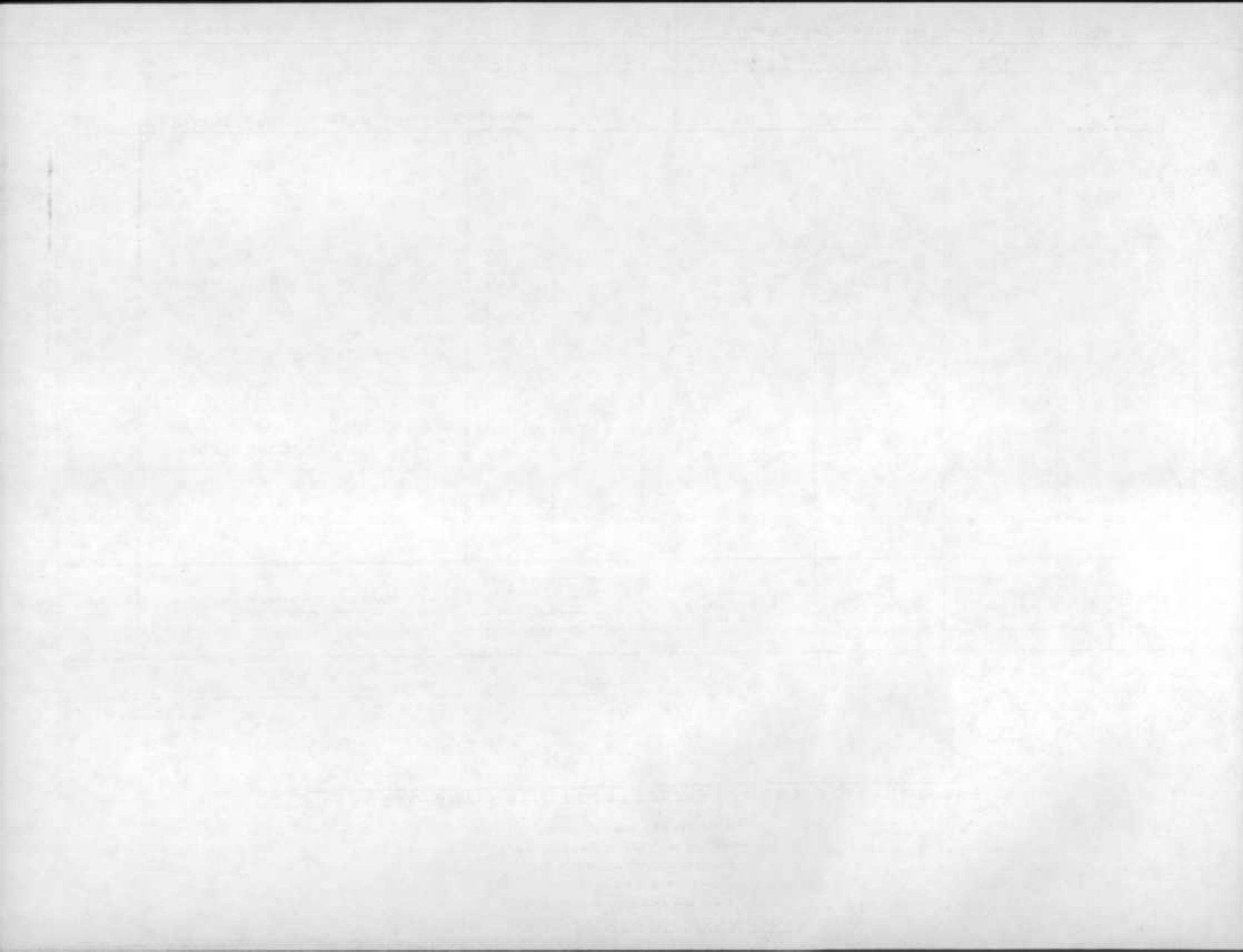
Date

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-NR-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
COURT

CARROLL
COUNTY

3/09/88
DATE

414

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Natural Resources Statement of Charges	975 Sec. IV	2	1984	.5		

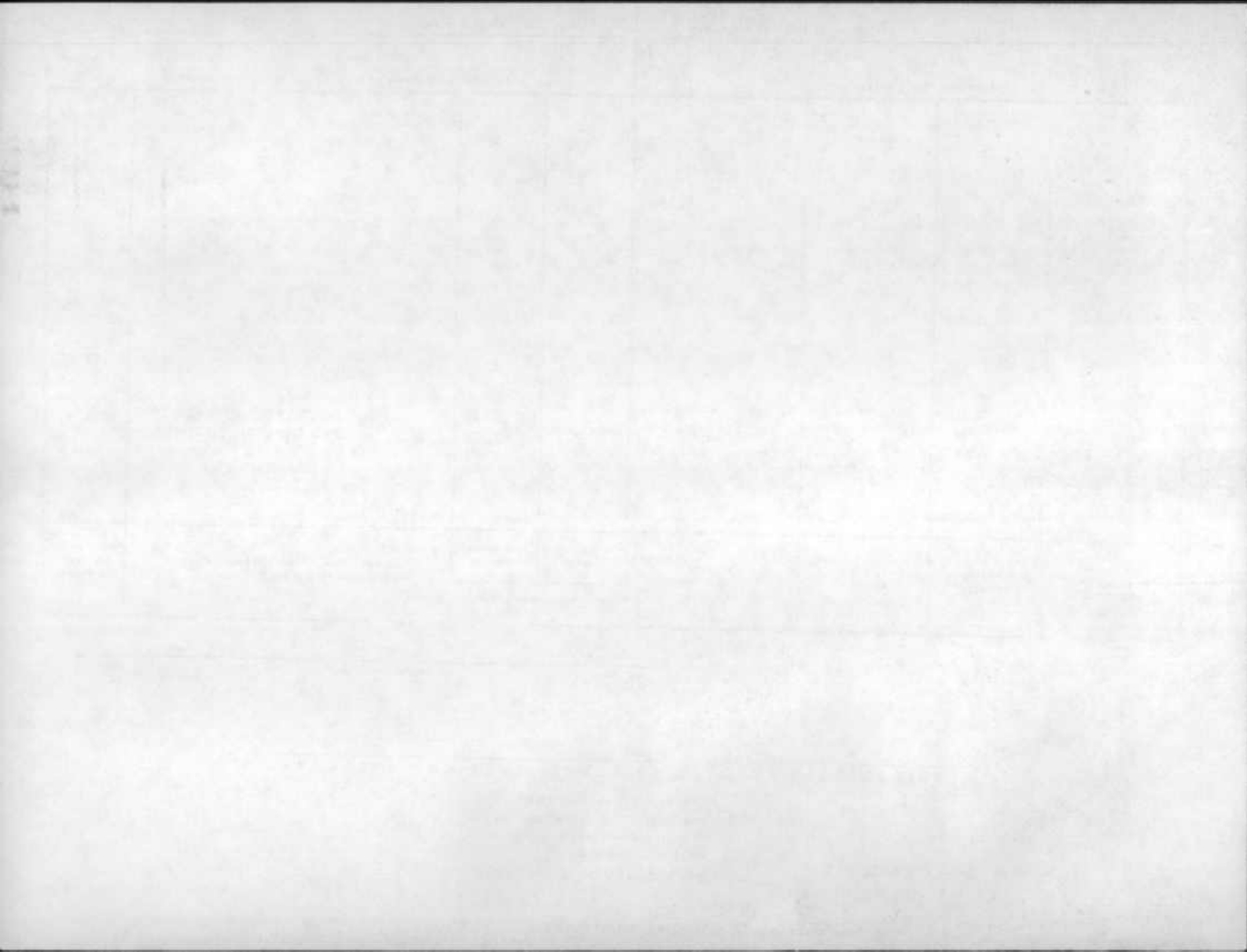
Destruction Approved by Hall of Records Commission

Destruction Certification

Date State Archivist

Signature of Court Official Title Date

Instructions for Preparation and Submission on Reverse Side



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

417

DISTRICT
 COURT

CARROLL
 COUNTY

3/9/88
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Cases-Judgment Sum Certain	975 Sec II	2	1984	18		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date

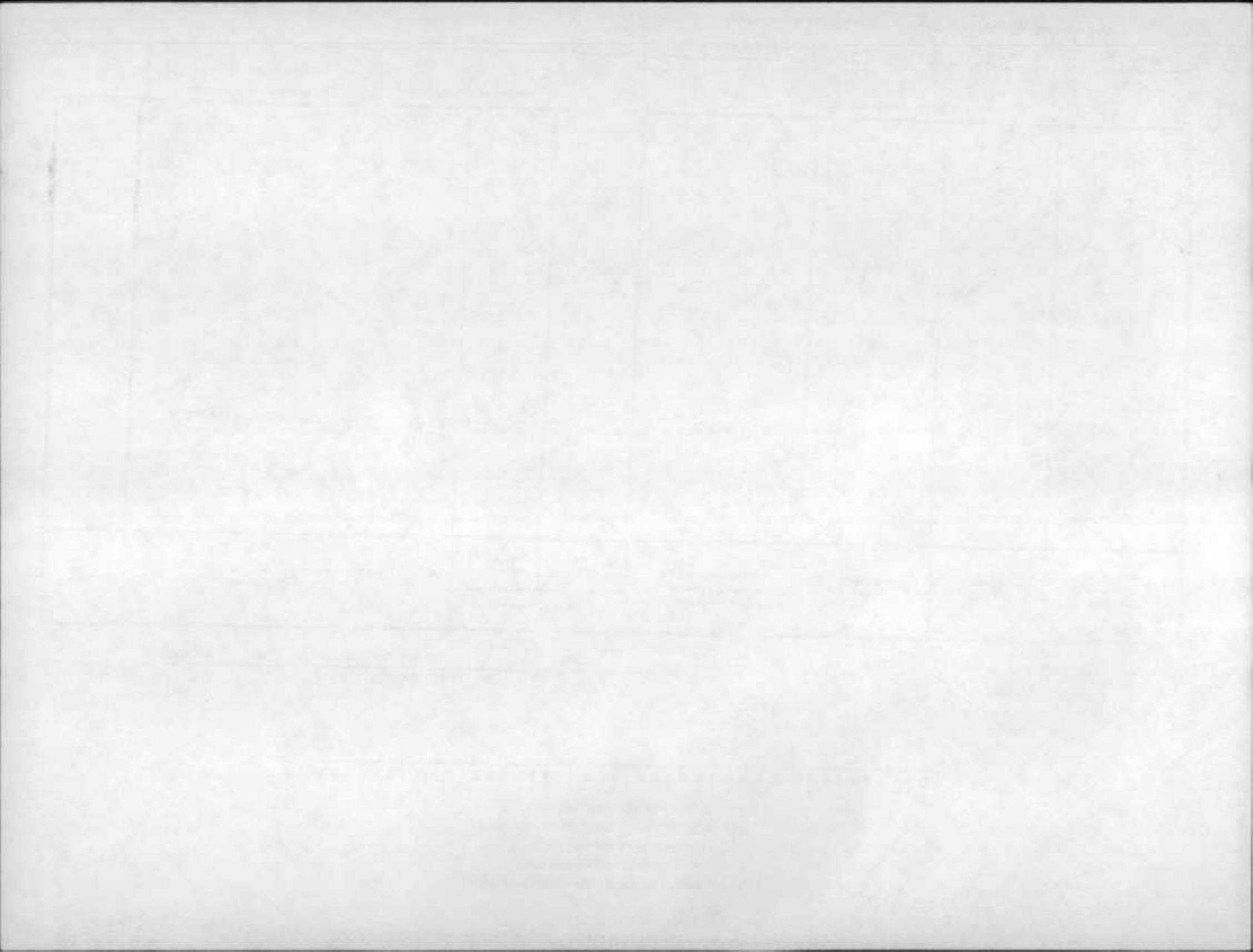
 State Archivist

 Signature of Court Official

 Title

 Date

Instructions for Preparation and Submission on Reverse Side



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 2-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

418

DISTRICT
 COURT

CARROLL
 COUNTY

3/9/88
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Administrative Records	975 Sec. I	1	1984	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

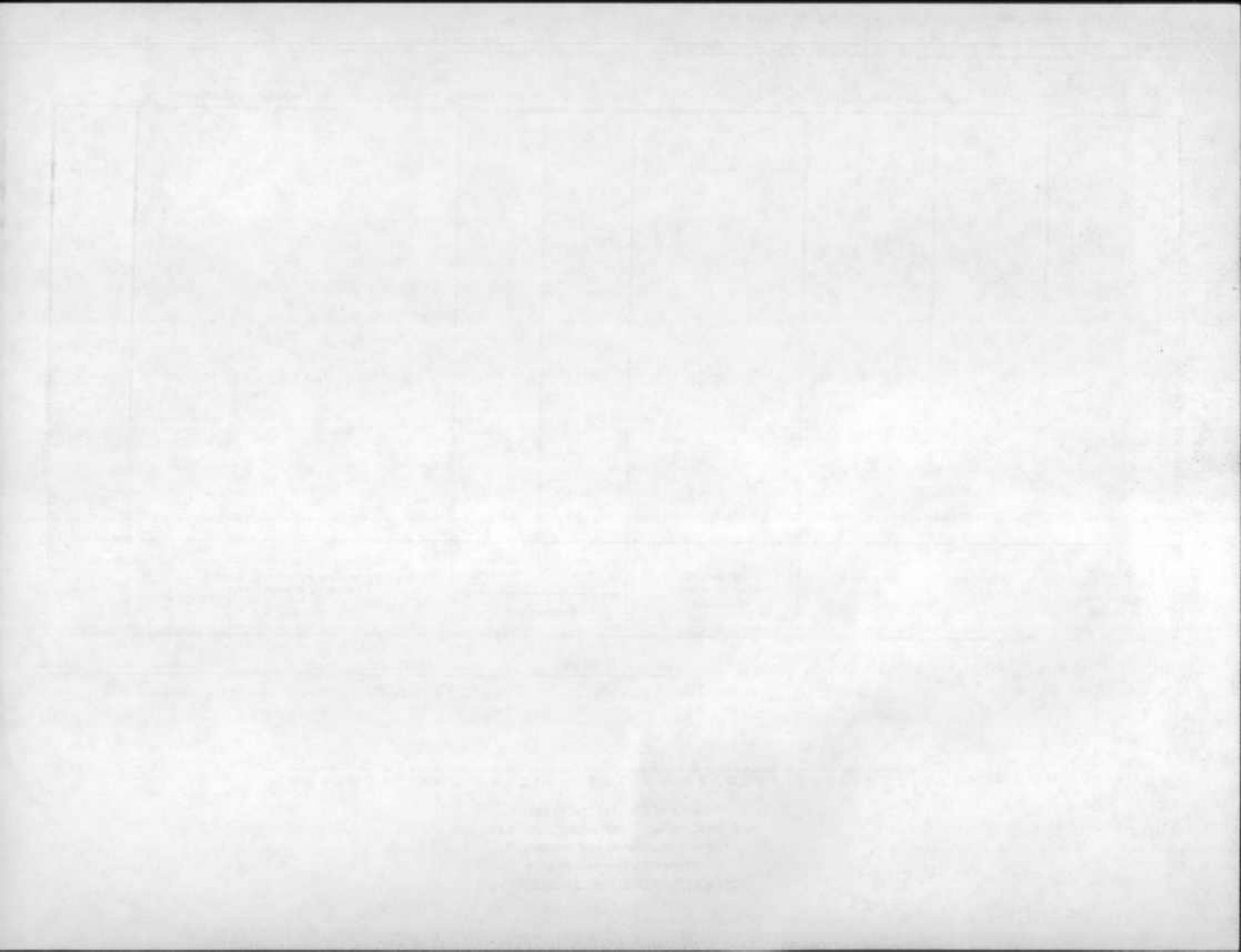
 Date

 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-TR-1-88

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

3/9/88
 DATE

419

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Traffic	975 Sec. IV	2 a & b	1984	5		

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

3/9/88
 DATE

420

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Criminal Records	975 Sec. IV	2	1984	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

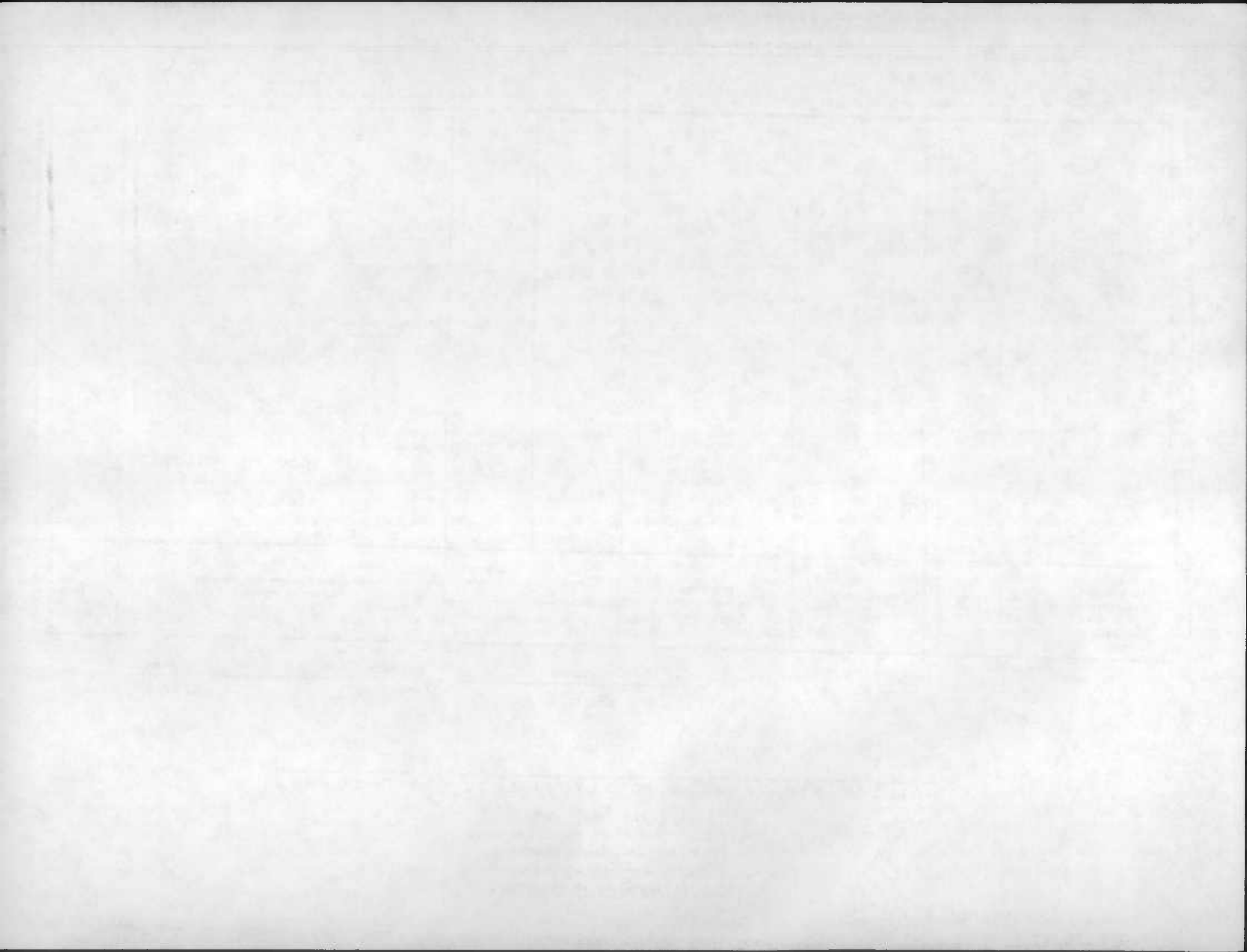
_____ Date

_____ State Archivist

_____ Signature of Court Official

_____ Title

_____ Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

482

DISTRICT

CARROLL

1/25/89

COURT

COUNTY

DATE

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

Destruction Approved by Hall of Records Commission

Destruction Certification

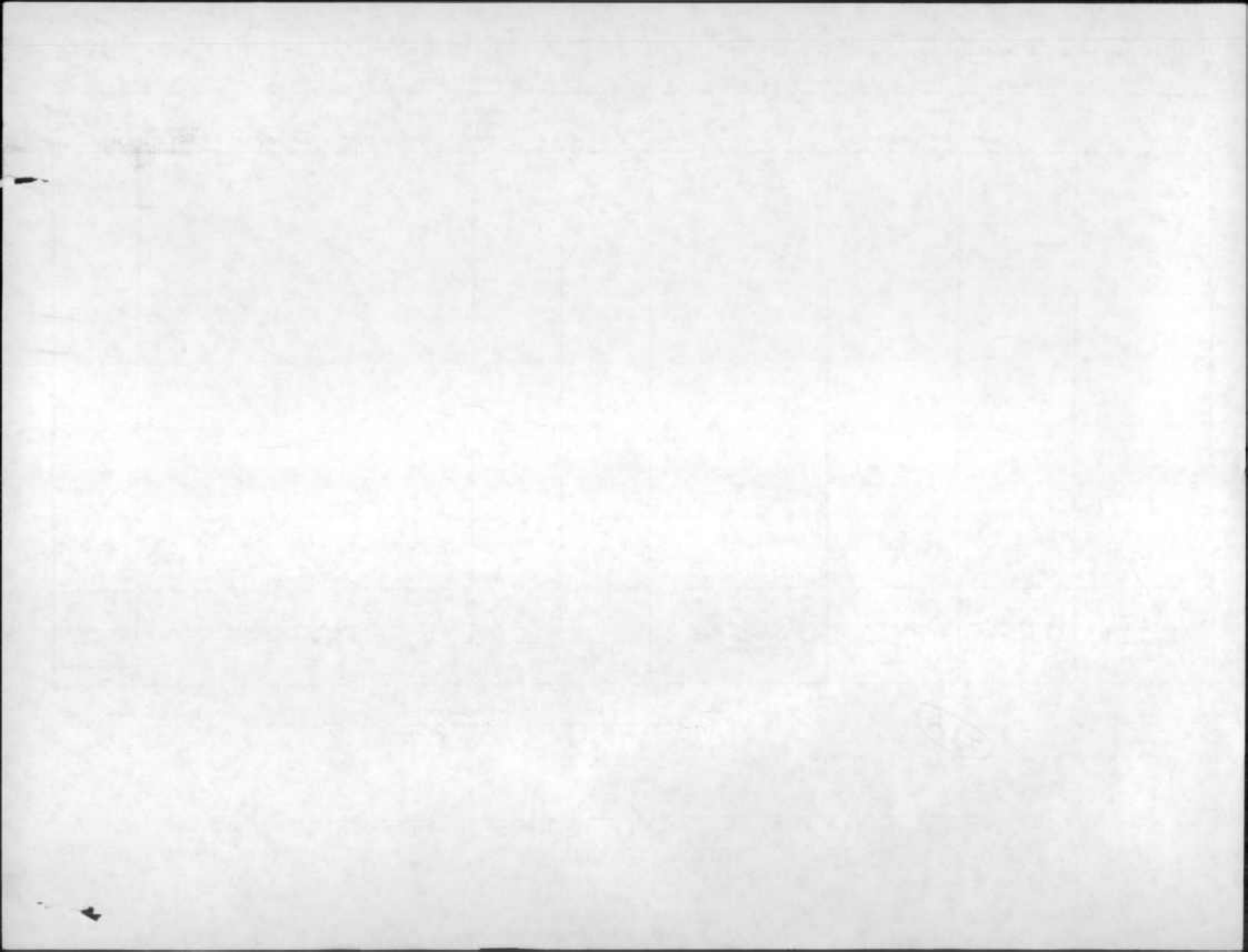
Date

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- TR-1-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1/25/89

COURT

COUNTY

DATE

483

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

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1/25/89

COURT

COUNTY

DATE

484

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

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

485

DISTRICT COURT CARROLL COUNTY 1/25/89 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Cases- Judgment Sum Certain	975 Sec II	2	1985	18		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date

DESTRUCTION OF COURT RECORDS

1. PREPARE IN DUPLICATE 1 COPY. COLLECT DATE OF DESTRUCTION, METHOD OF DESTRUCTION, AND DISTRIBUTE CERTIFICATION BLANK UNTIL ACTUAL DESTRUCTION HAS BEEN COMPLETED BY YOUR OFFICE.
(DISTRICT COURTS SHOULD PREPARE CERTIFICATION AT LEAST IN 2 (DUPLICATE).)
2. MAIL TO THE STATE RECORDS MANAGEMENT CENTER, P. O. BOX 2704
7275 WATERLOO RD. (RT. 173), JESSEL, MARYLAND 20724.
3. THE RECORDS MANAGEMENT DIVISION WILL FORWARD THE RETURNED AND CERTIFICATE OF RECORDS DESTRUCTION FORM 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 OF THE FULL SET OF RECORDS.
4. IF THE STATE ARCHIVIST APPROVES THE DESTRUCTION, BOTH COPIES WILL BE SIGNED AND RETURNED TO THE COURT. WHEN RECEIVED, INDICATE THE DATE AND METHOD OF DESTRUCTION IN THE RETURNED COPIES. YOU HAVE THE DESTRUCTION CERTIFICATE SIGNED BY A COURT OFFICIAL (EITHER A PERSON OF THE RANK OF RECORDS MANAGER, SECTION CLERK, CLERK OR JUDGE). RETAIN ONE COPY FOR YOUR FILES, AND FORWARD THE OTHER COPY TO THE RECORDS MANAGEMENT CENTER AT THE ABOVE ADDRESS. (DISTRICT COURTS MUST SEND 2 COPIES TO THE END OF CLIENT'S OFFICE.)
5. FOR YOUR INFORMATION:

ONE LETTERMAN FILE DRAWER = 2.0 CU. FT. OF RECORDS
ONE LEGAL SIZE FILE DRAWER = 2.0 CU. FT. OF RECORDS
ONE RECORD CENTER BOX = 1.0 CU. FT. OF RECORDS

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

1/25/89
 DATE

484

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975 Sec. IV	2	1985	.5		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

UNIVERSITY OF CALIFORNIA
SACRAMENTO

1960-61

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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

D. C. CERT. 10-02-Misc. 2-89

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
COURT

CARROLL
COUNTY

1/25/89
DATE

487

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS	975 Sec. V	1, a&b	1985	3		
	OTHER CASES	975 Sec. VI		1985	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date

1200-0-0000

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1200-0-0000

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1200-0-0000

1200-0-0000

1200-0-0000

1200

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

637

DISTRICT CARROLL 1/12/90
 COURT COUNTY DATE

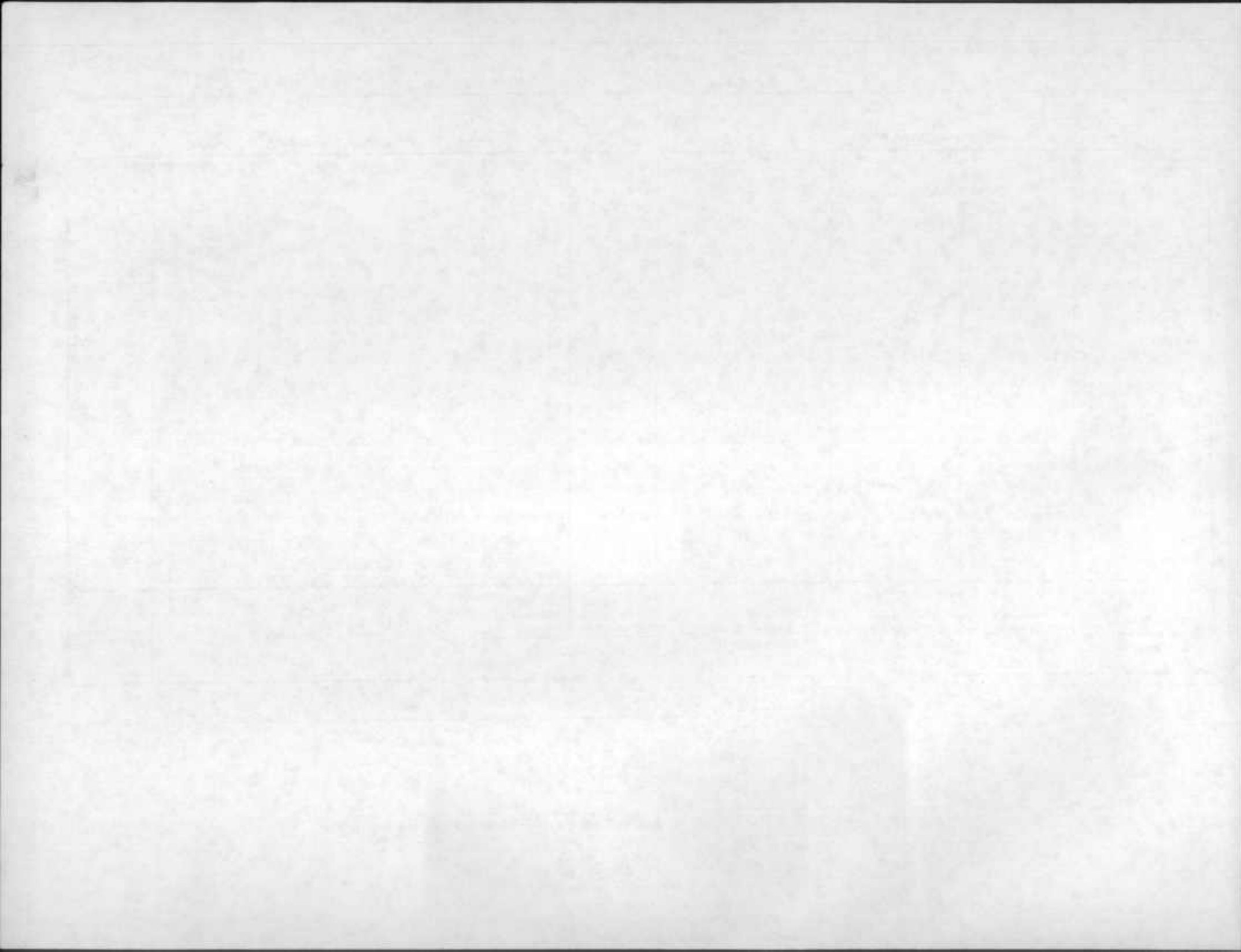
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975	2	1986	.5		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

632

DISTRICT COURT CARROLL COUNTY 1/12/90 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS	975 SEC. IV	2	1986	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

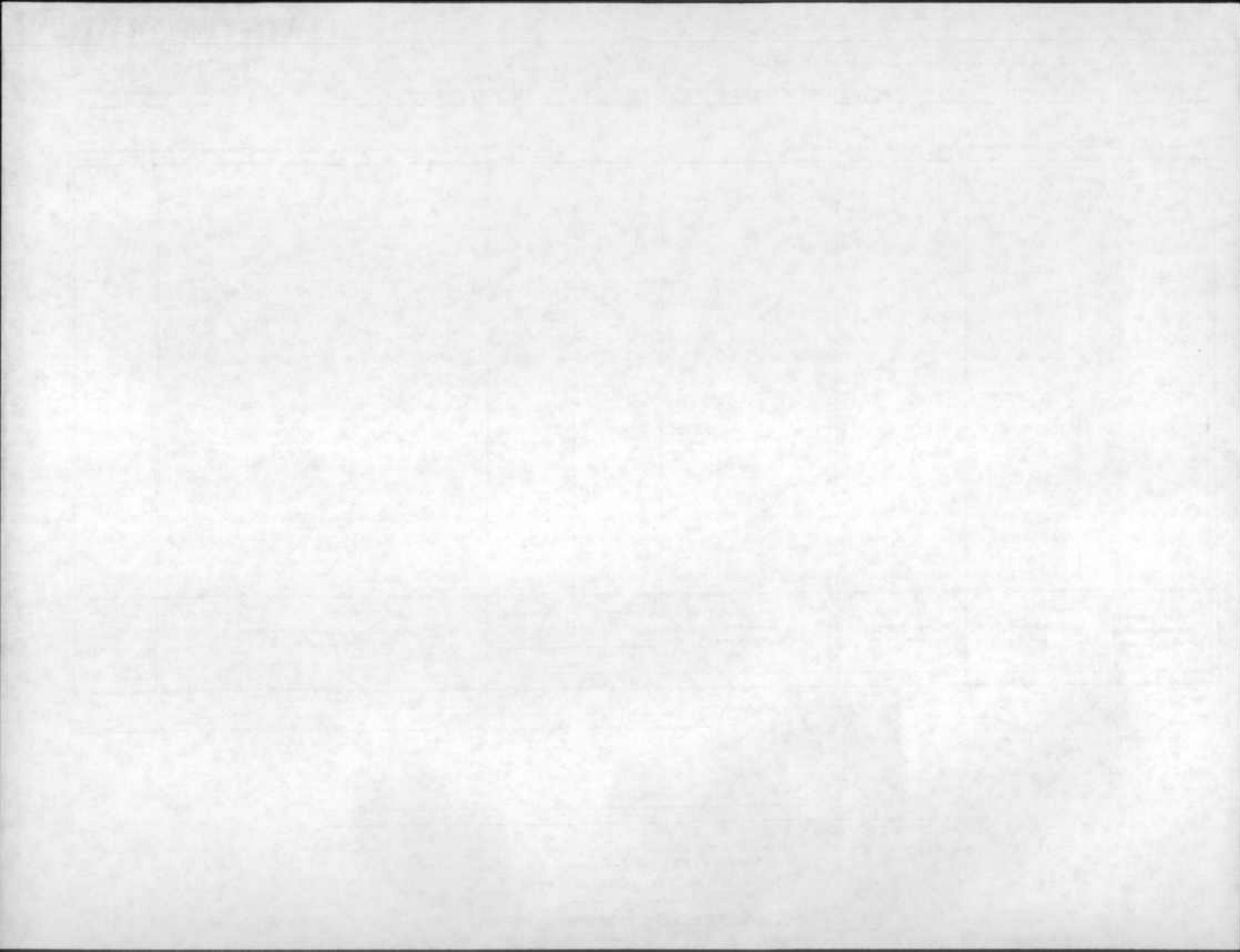
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

1/12/90
 DATE

633

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	TRAFFIC	975 Sec. IV	2 a&b	1986	6		

Destruction Approved by Hall of Records Commission

Destruction Certification

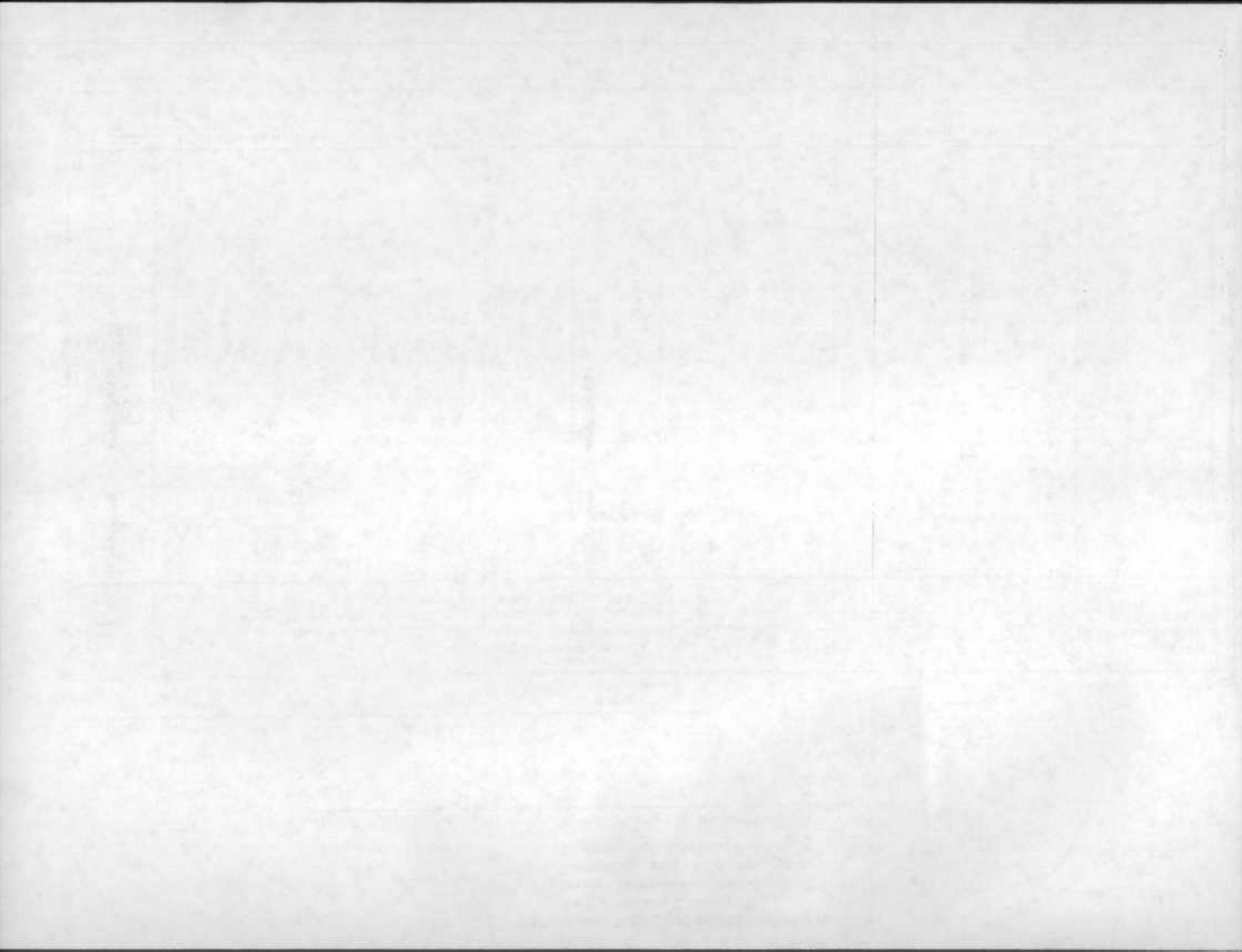
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

634

DISTRICT CARROLL DATE 1/12/90
 COURT COUNTY

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS	975 SEC. I	1	1986	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

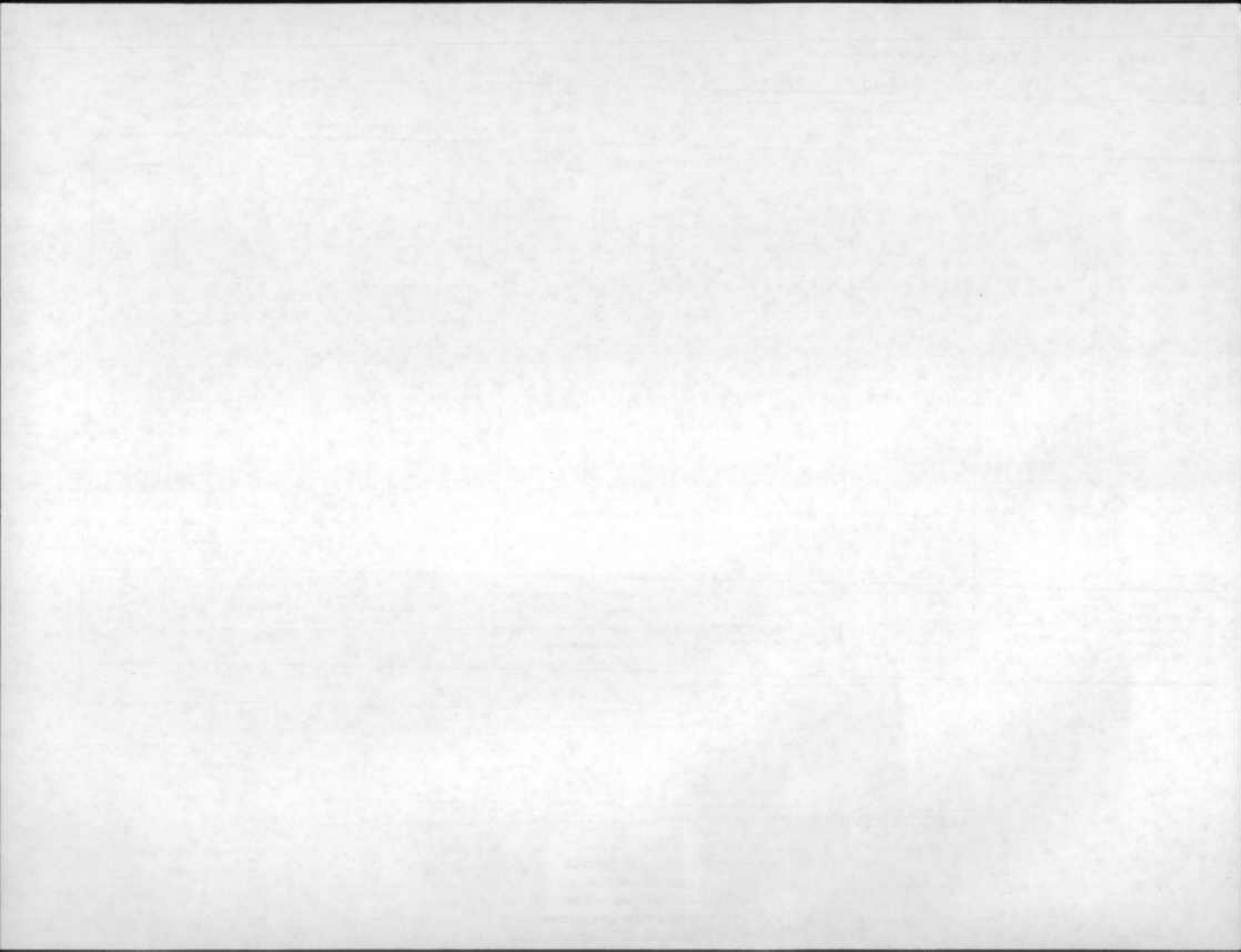
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

635

DISTRICT

CARROLL

1/12/90

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CASES-JUDGMENT SUM CERTAIN	975 Sec. II	2	1986	20		

Destruction Approved by Hall of Records Commission

Destruction Certification

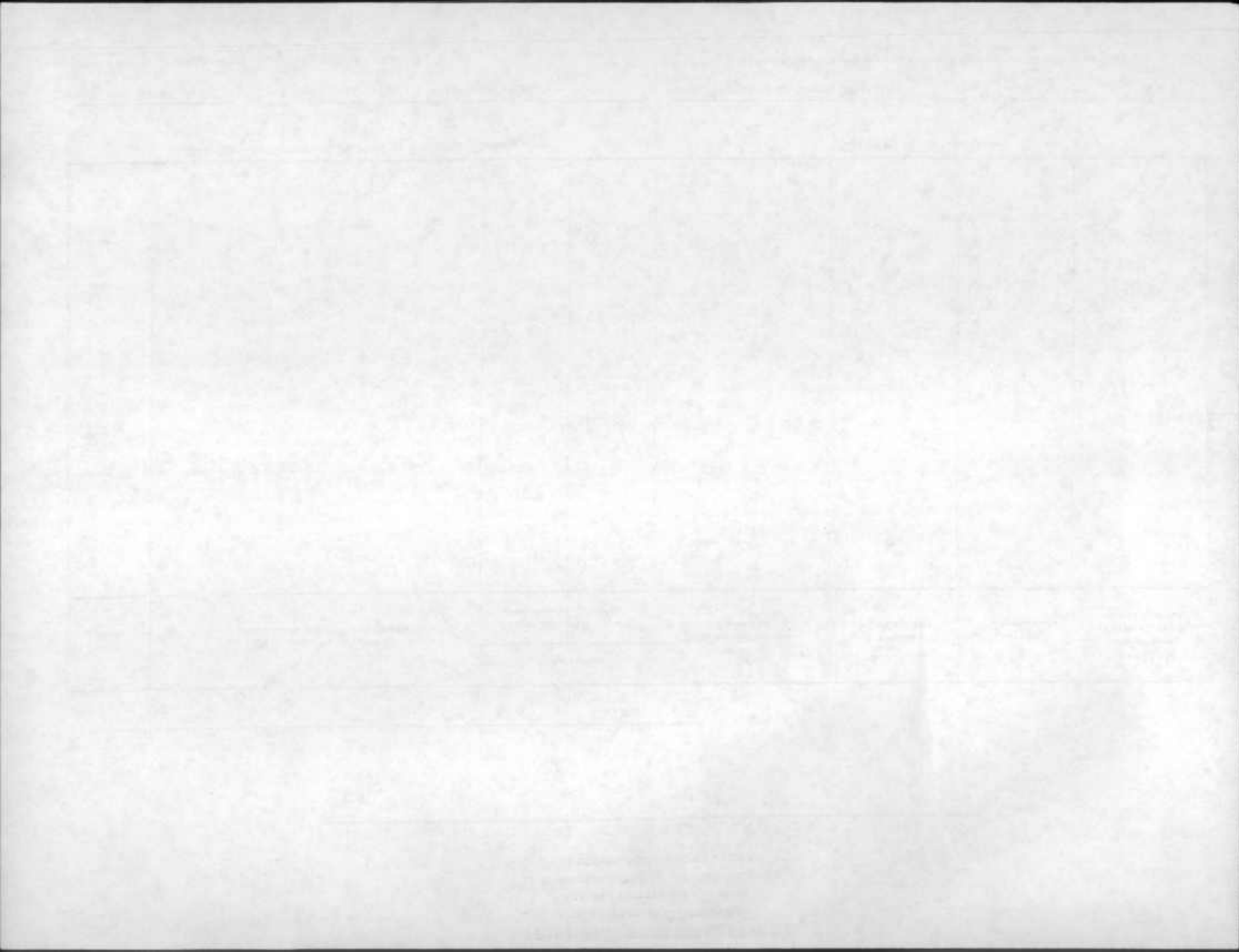
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

636

DISTRICT COURT CARROLL COUNTY 1/12/90 DATE

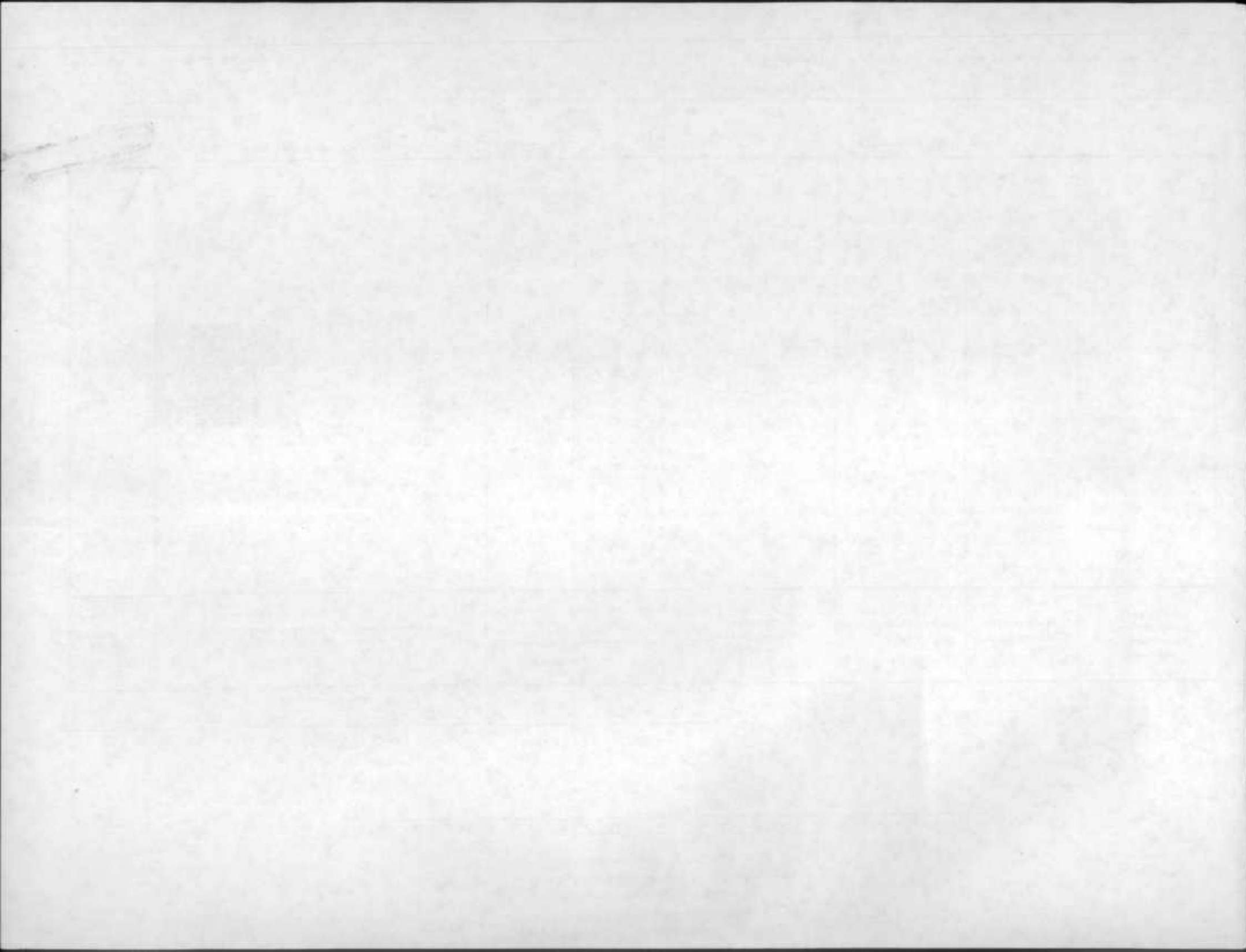
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS	975 Sec. V	1,a&b	1986	3		
	OTHER CASES	975 Sec. VI		1986	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL 1/8/91
 COURT COUNTY DATE

746

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS	975 Sec. V	1, a&b	1987	3		
	OTHER CASES	975 Sec. VI		1987	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

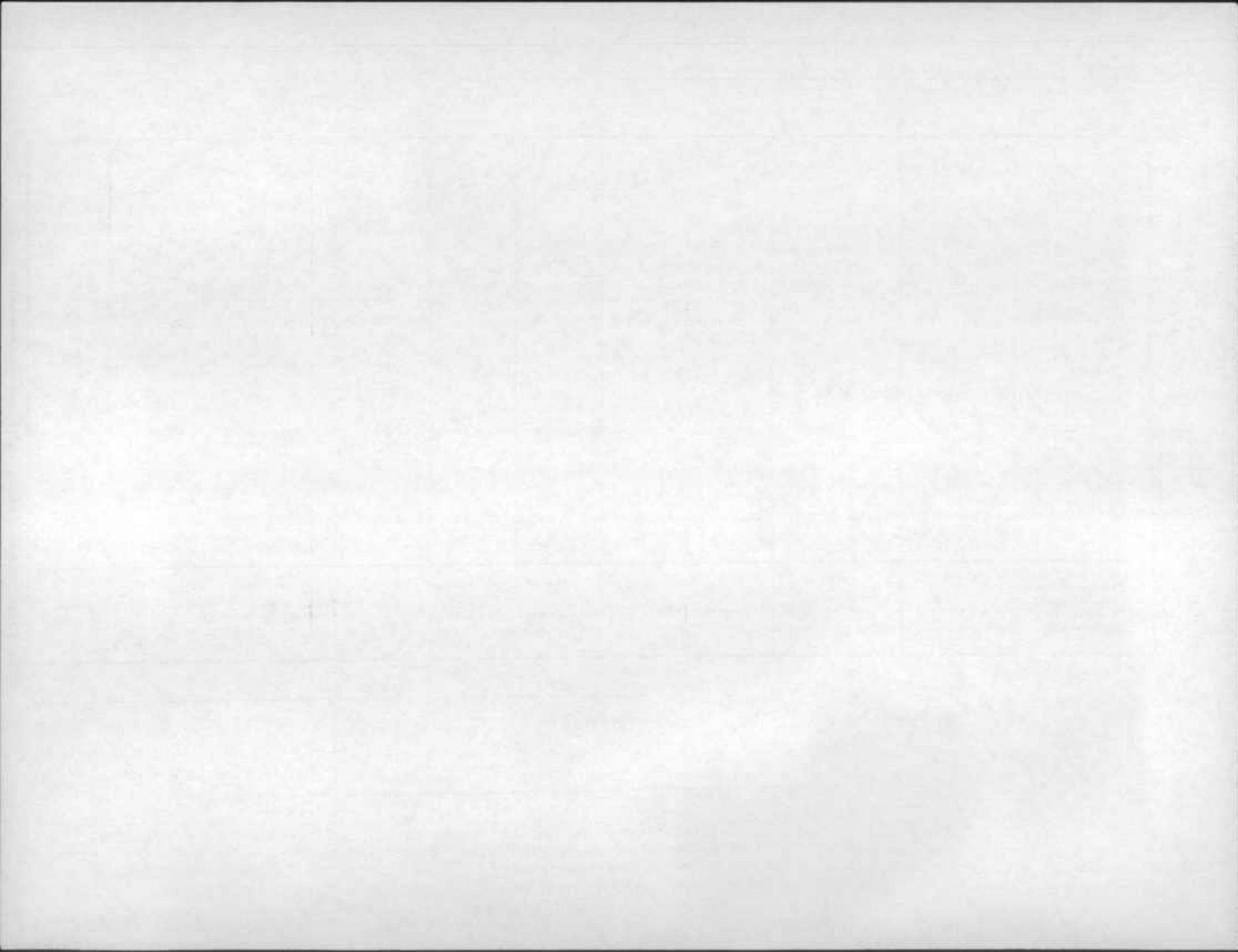
Date

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.G. CERT. 10-2-CV 2-91

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT CARROLL COUNTY 1/8/91 DATE

778

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS	975 Sec. I	1	1987	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

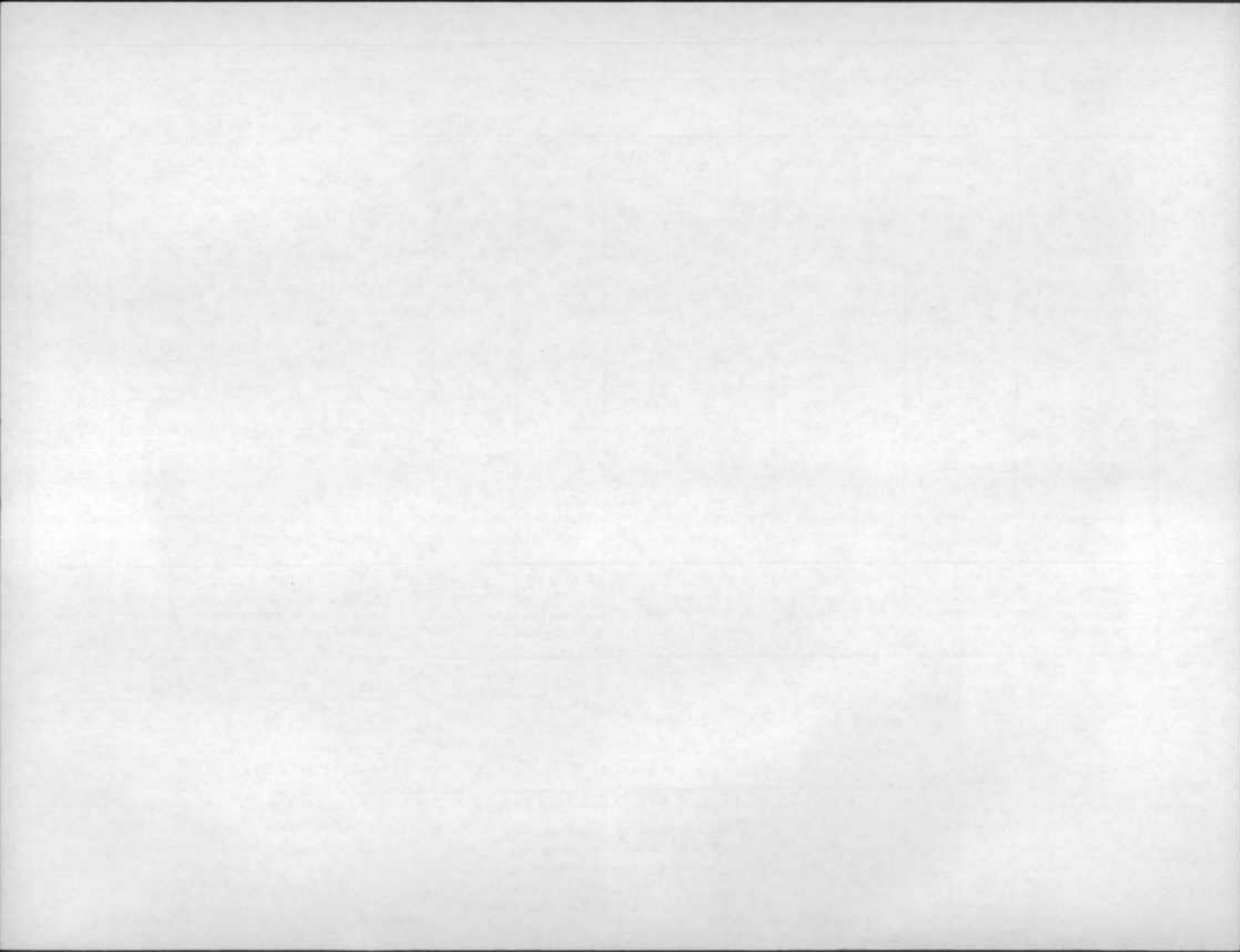
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

01/08/91

749

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CASES-JUDGMENT SUM CERTAIN	975 Sec. II	2	1987	20		

Destruction Approved by Hall of Records Commission

Destruction Certification

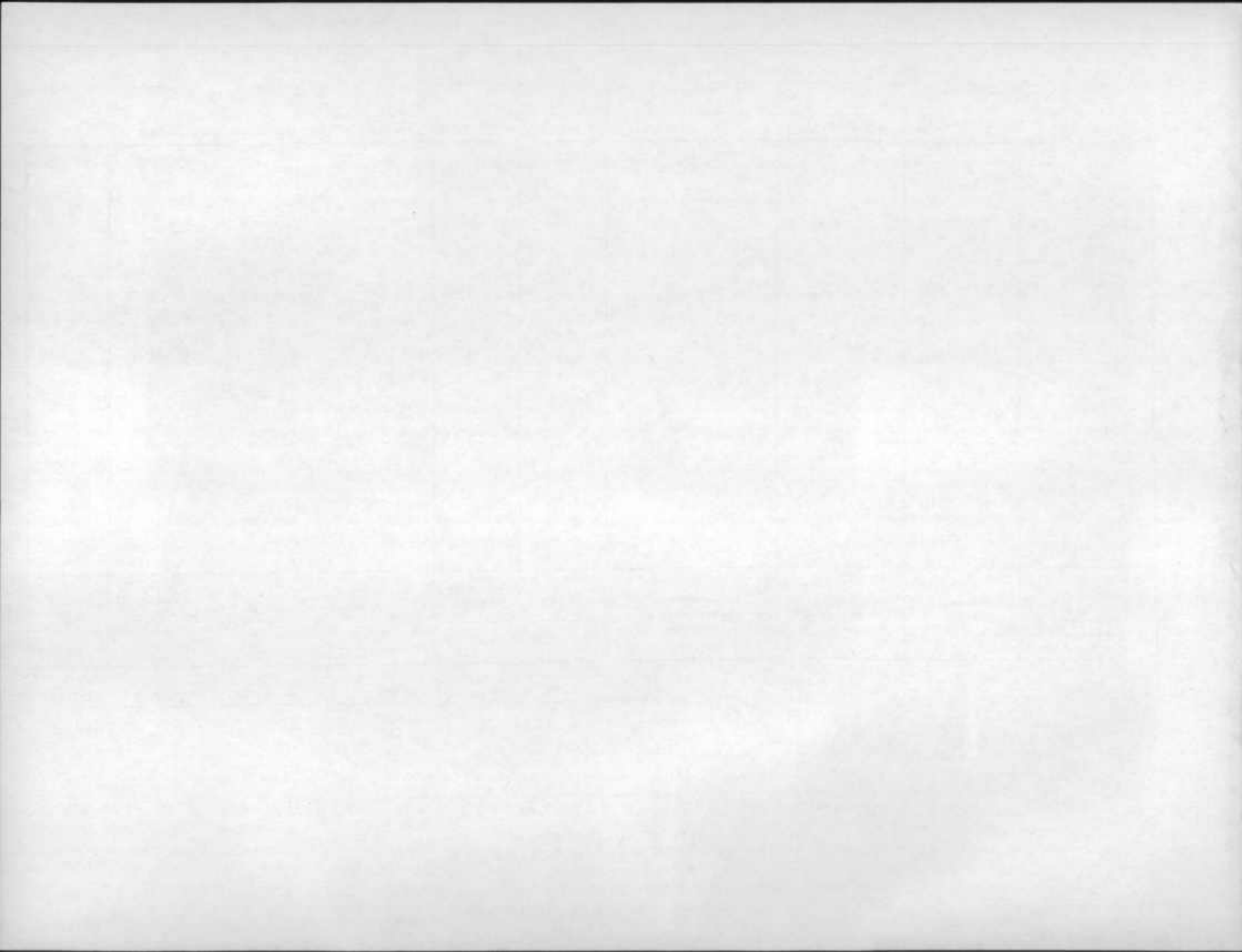
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL 01/08/91
 COURT COUNTY DATE

752

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	TRAFFIC	975 Sec. IV	2 a&b	1987	6		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT CARROLL COUNTY 01/08/91
 COURT COUNTY DATE

737

Series No.	Description of Records Includes Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975	2	1987	.5		

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

01/08/91

COURT

COUNTY

DATE

752

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS	975 Sec. IV	2	1987	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

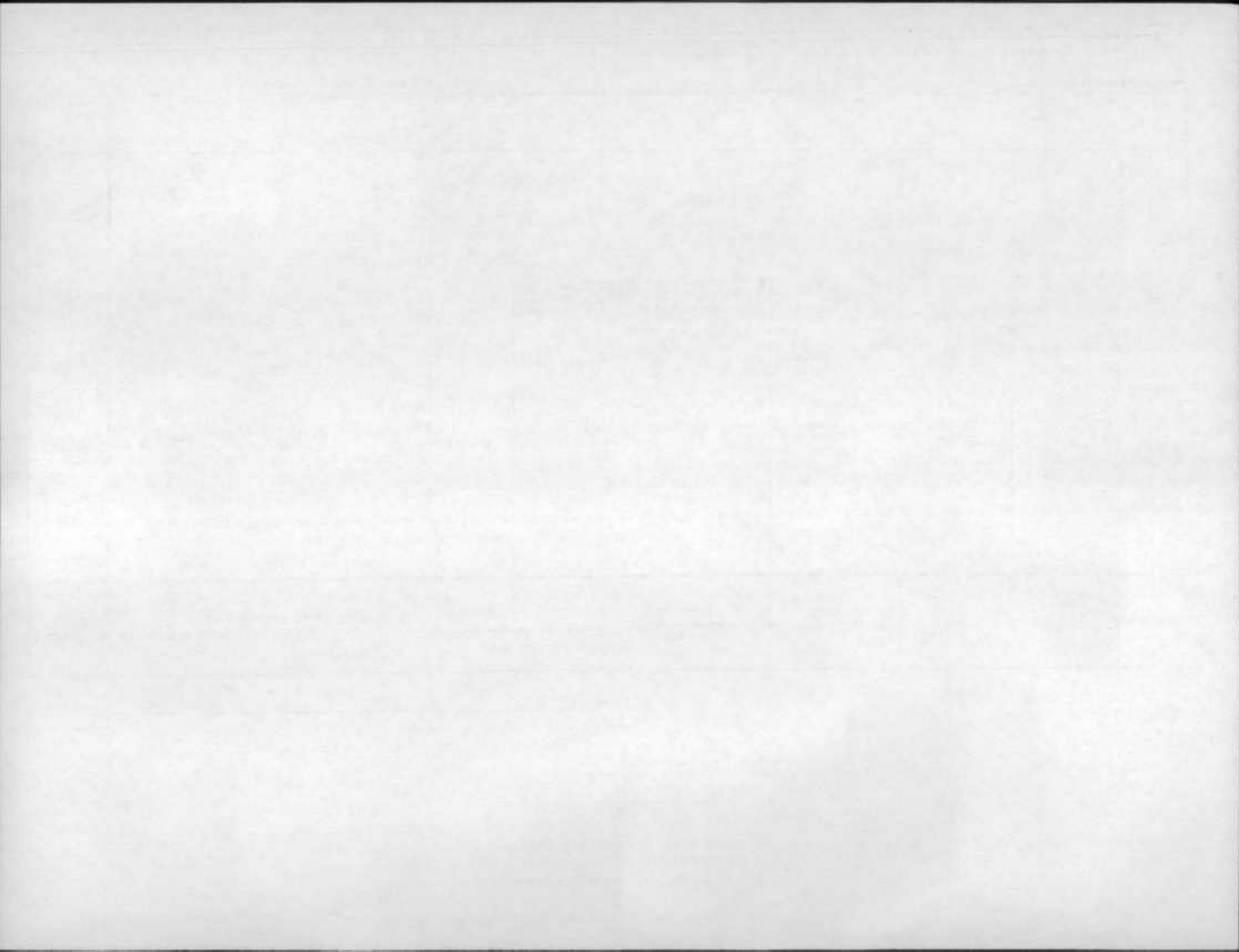
Date

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. 10-2-CR-1-92

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

RECEIVED

JAN 7 1992

DISTRICT

CARROLL

1/2/92

DISTRICT COURT.

COURT

COUNTY

DATE

852

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS	975 Sec. IV	2	1988	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

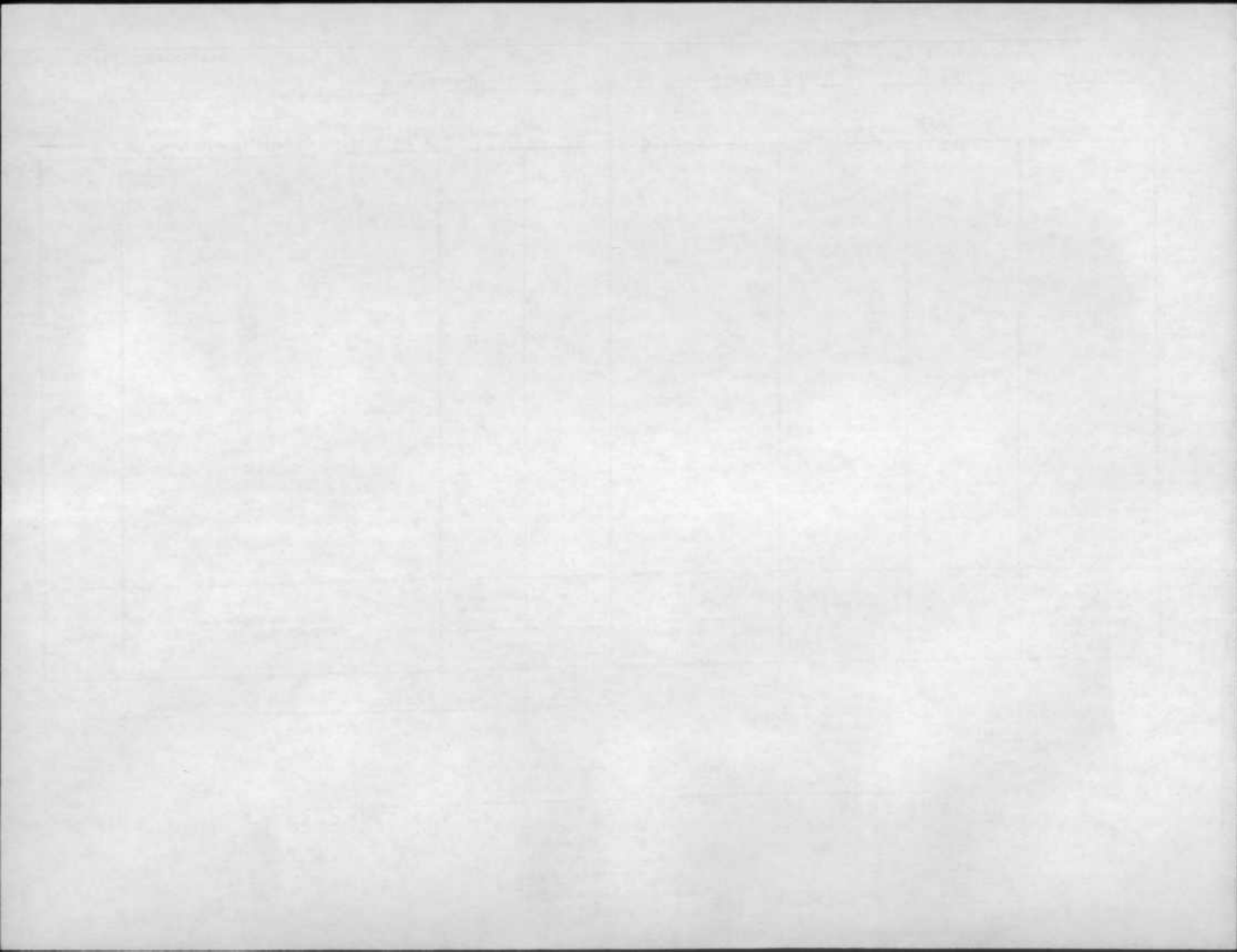
Date

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. GEN. 10-2 11-1-92

RECEIVED
 1992 JAN -6 PM 12 12
 JAN 7 1992

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT

853

DISTRICT COURT CARROLL COUNTY 1/2/92

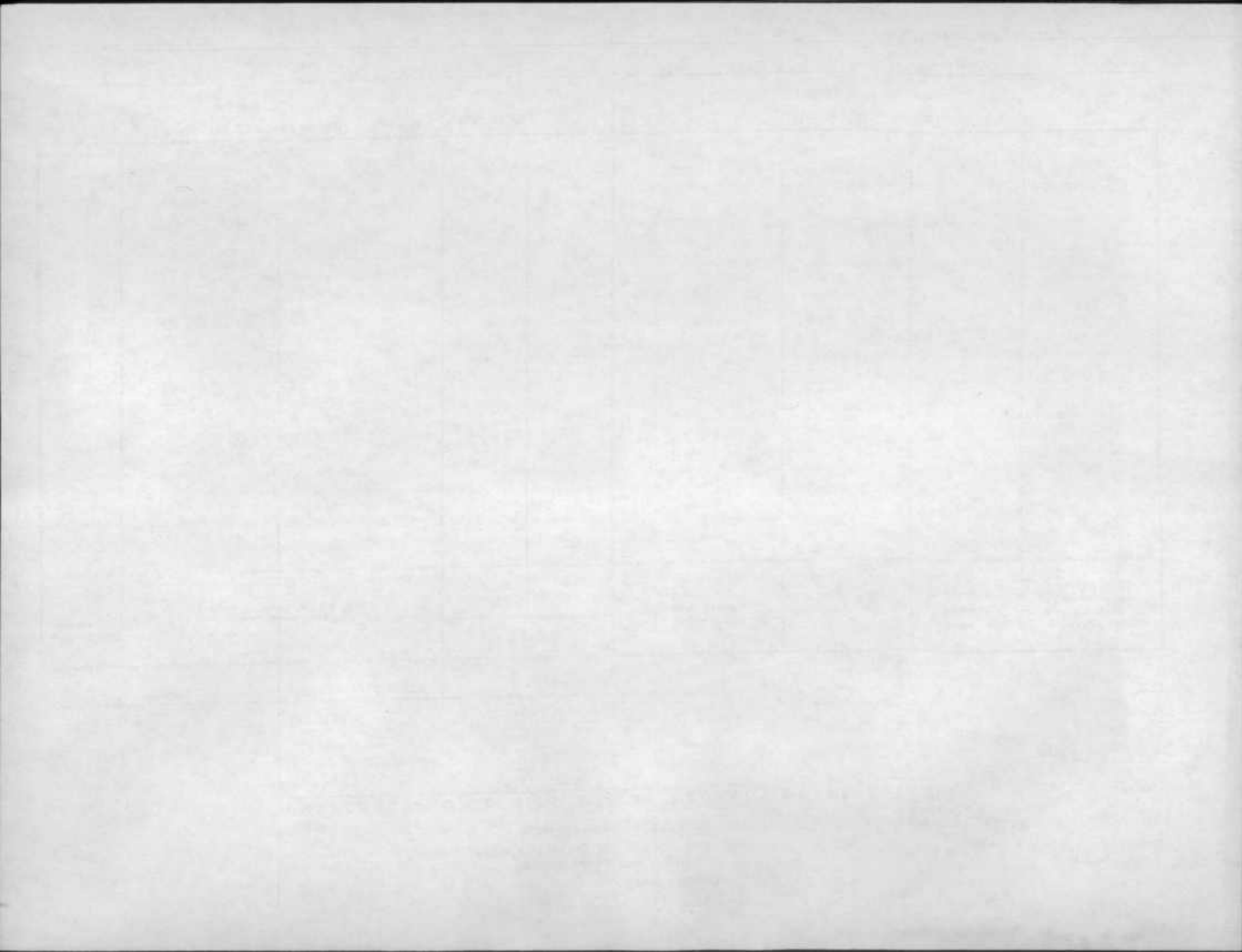
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	TRAFFIC	975 Sec. IV	2 a&b	1988	6		

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. 10-2- CV-1-92

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

RECEIVED

1992 JAN -6 PM 12 12
 JAN 7 1992

854

DISTRICT COURT

DISTRICT COURT CARROLL COUNTY 1/2/92 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CASES-JUDGMENT SUM CERTAIN	975 Sec. II	2	1988	20		

Destruction Approved by Hall of Records Commission

Destruction Certification

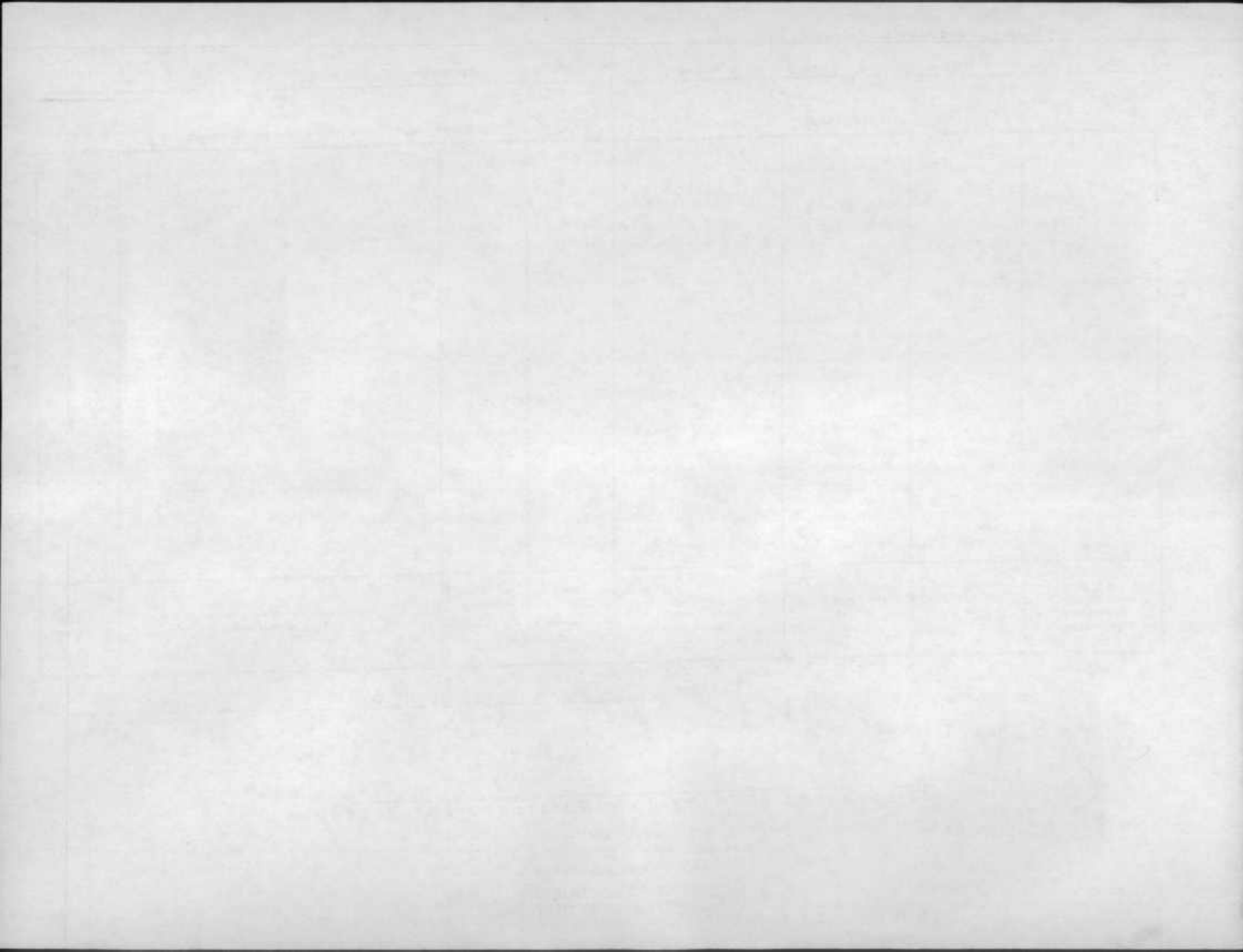
Date

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. 10-2-CV-2-92

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

RECEIVED

1992 JAN -6 PM 12 12

JAN 7 1992

DISTRICT COURT CARROLL COUNTY 1/2/92 DATE

855

DISTRICT COURT.

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS	975 Sec. 1	1	1988	2		

Destruction Approved by Hall of Records Commission

Destruction Certification

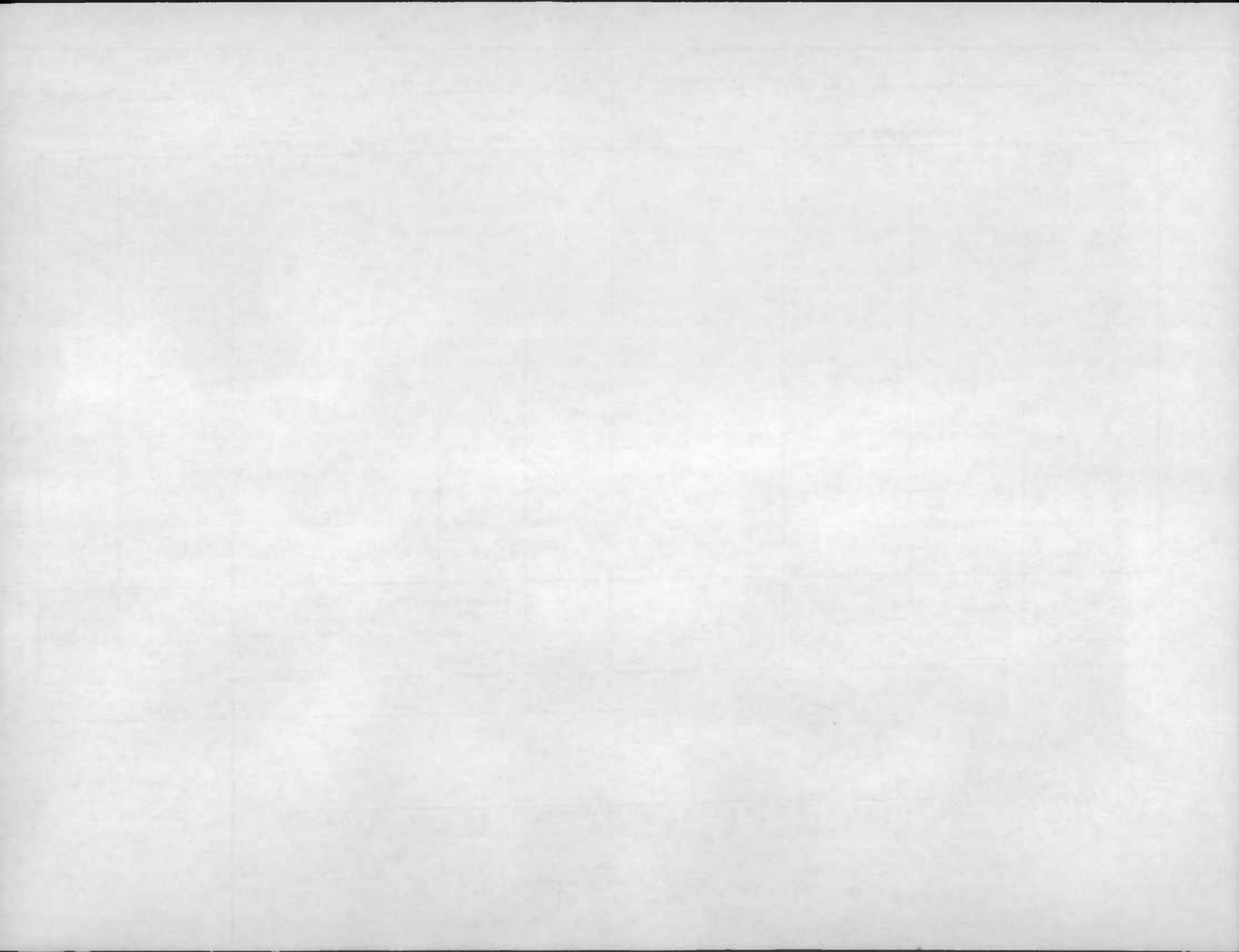
Date

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. 10-2-MISC.-1-92

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION PM 12 13
 JAN 7 1992

856

DISTRICT COURT

DISTRICT COURT CARROLL COUNTY 1/2/92

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ELECTRONIC RECORDINGS	975 SEC. II & IV	2	1988	15		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

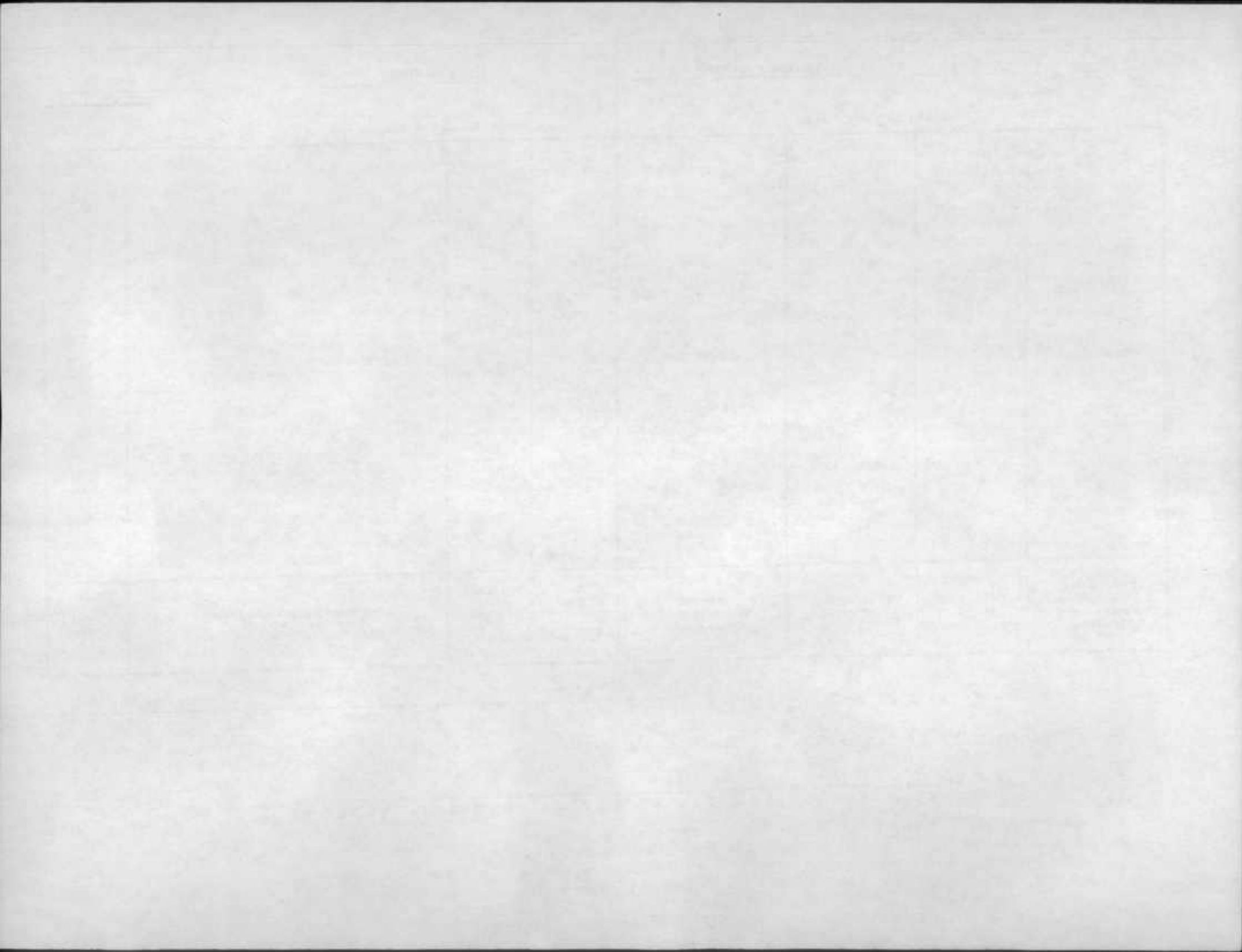
State Archivist

Signature of Court Official

Title

Date

Instructions for Preparation and Submission on Reverse Side



RECEIVED

1992 JAN 6 PM 12 13
 1992 JAN 27 1992

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1/2/92

DISTRICT COURT

857

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS	975 Sec. V	1, a&b	1988	3		
	OTHER CASES	975 Sec. VI		1988	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

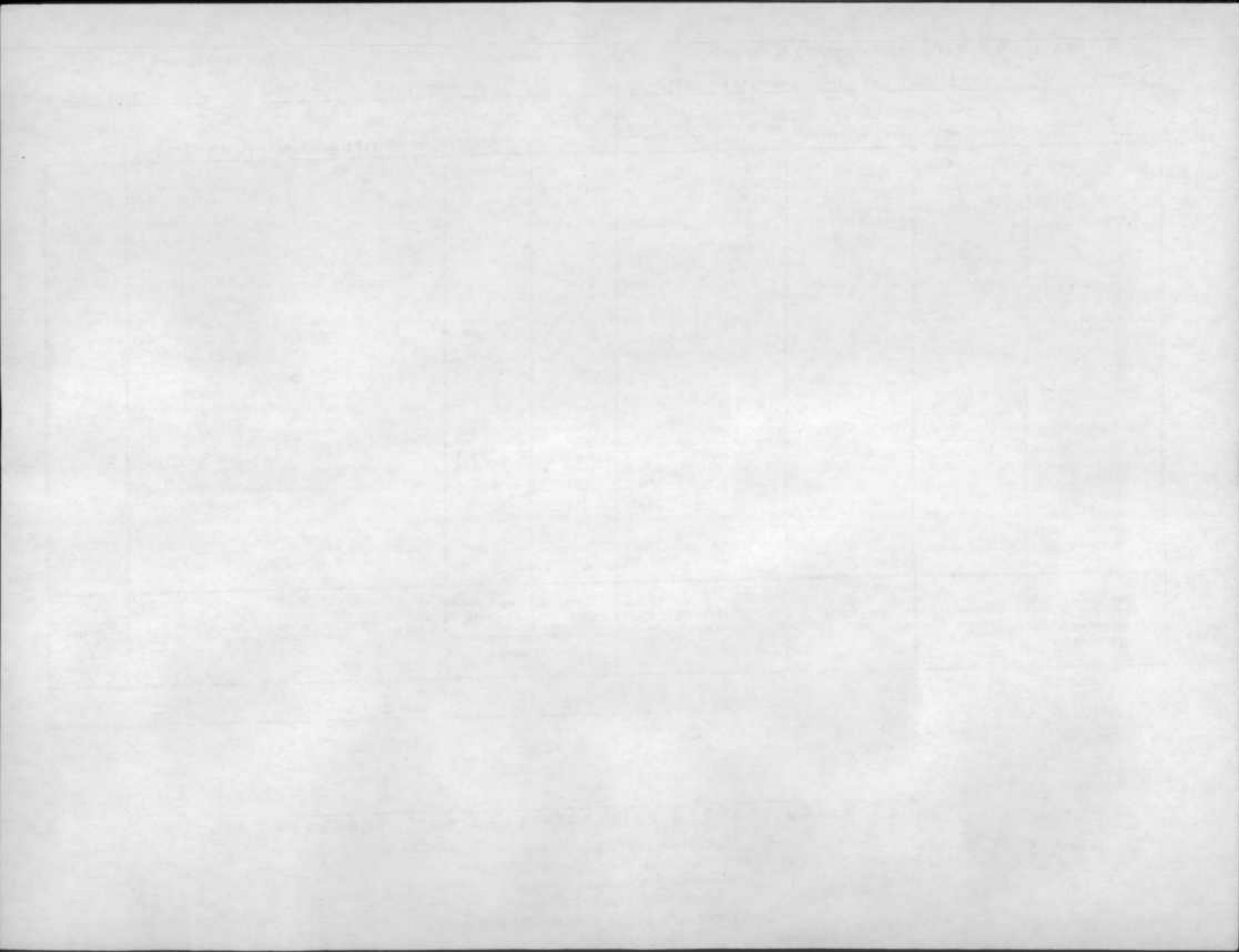
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

RECEIVED
 1992 JUL -6 PM 12 12
 JAN 7 1992

DISTRICT COURT CARROLL COUNTY 1/2/92
 DATE

857

DISTRICT COURT

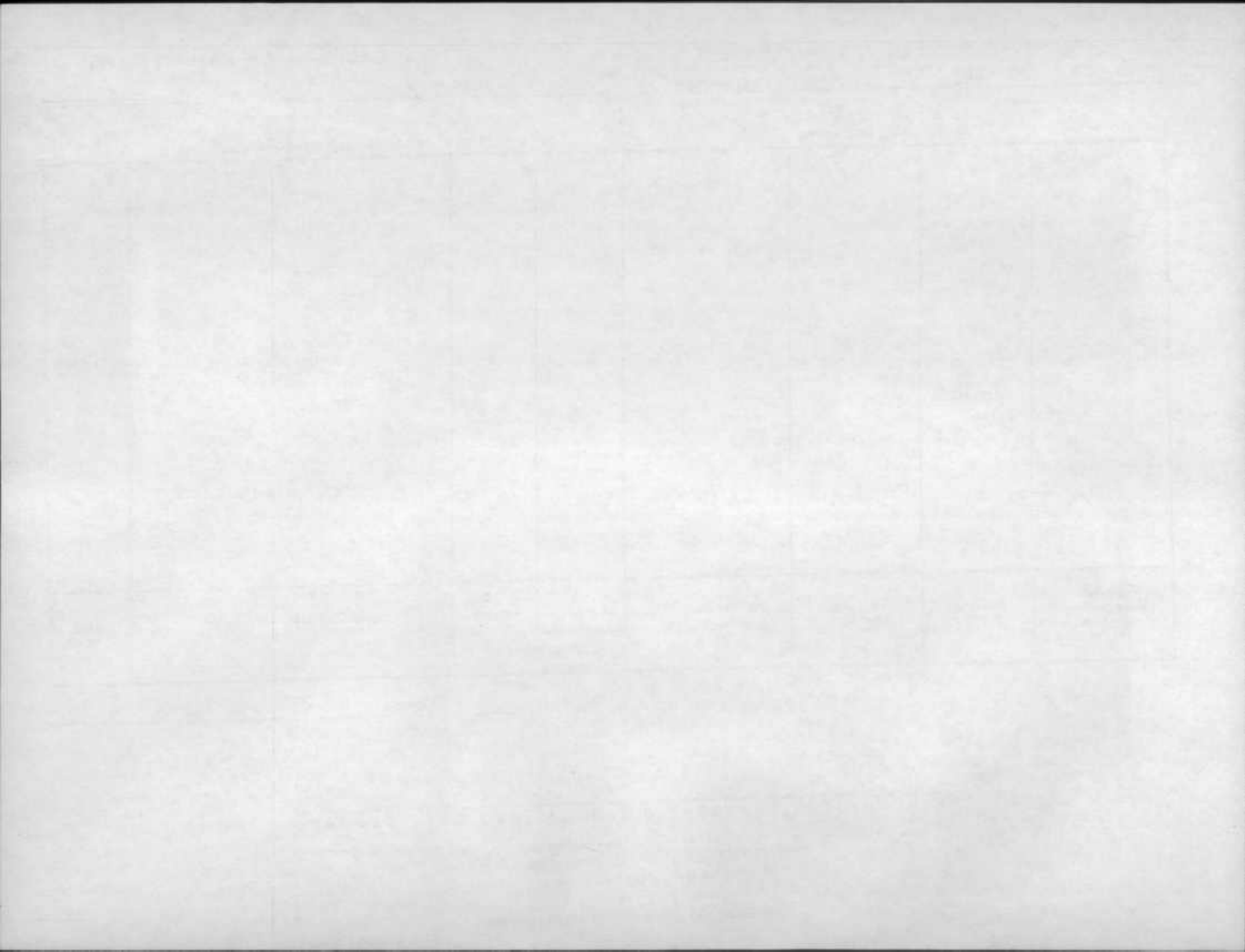
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		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975	2	1988	.5		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



Reviewed

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

JAN 18

DISTRICT COURT

DISTRICT
COURT

CARROLL
COUNTY

1-8-93
DATE

(10/4) in District

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ELECTRONIC RECORDINGS	975 Sec. II & IV	2	1989	18		

Destruction Approved by Hall of Records Commission

Destruction Certification

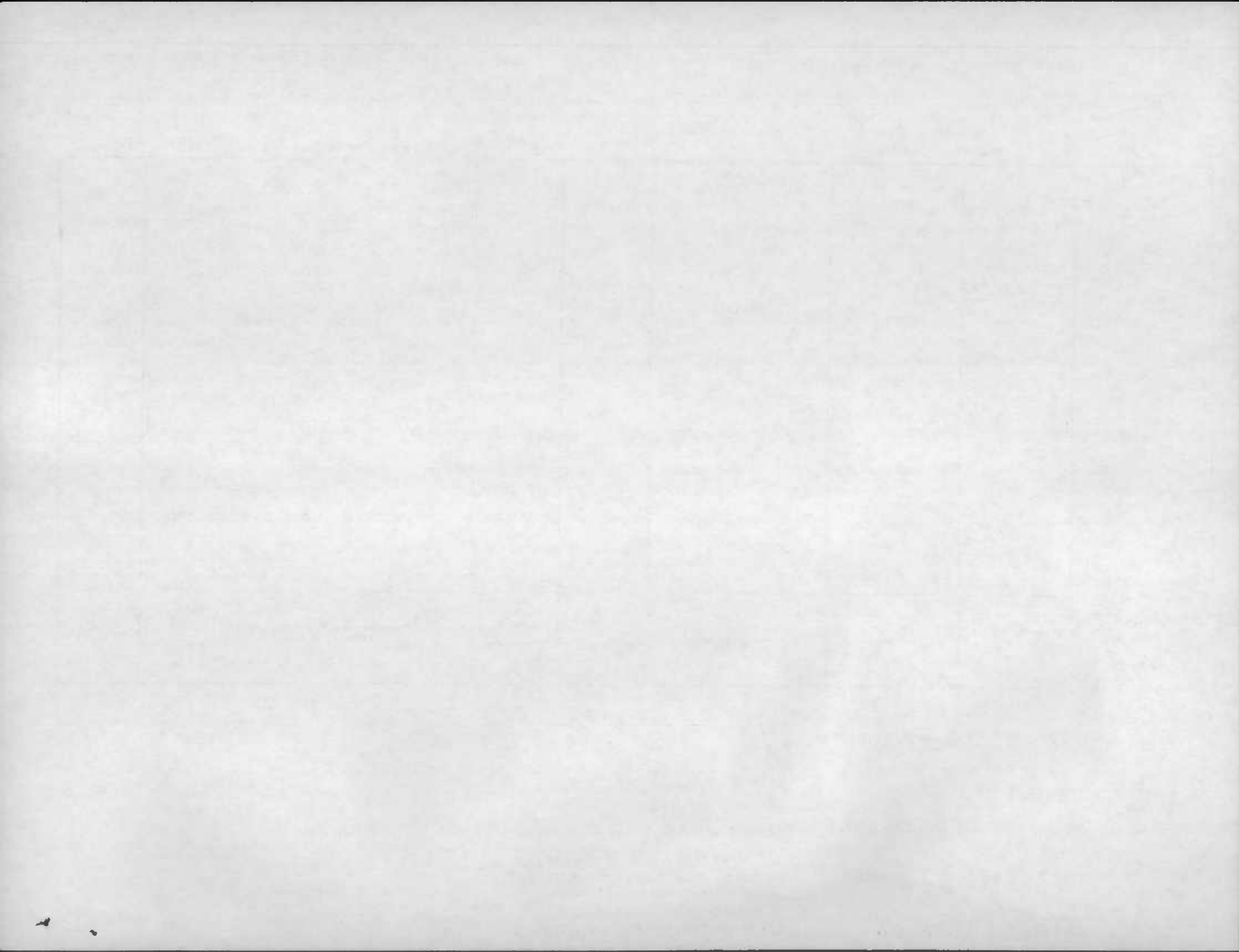
Date

State Archivist

Signature of Court Official

Title

Date



JAN 18

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT

DISTRICT
 COURT

CARROLL
 COUNTY

1-8-93

DATE

(10/2)

in District

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS	975 Sec. V	1, a&b	1989	3		
	OTHER CASES	975 Sec. VI		1989	4		

Destruction Approved by Hall of Records Commission

Destruction Certification

Date

State Archivist

Signature of Court Official

Title

Date



Handwritten initials/signature

JAN 19

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT

DISTRICT
 COURT

CARROLL
 COUNTY

1-8-93
 DATE

10/10 in District

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975	2	1989	.5		

Destruction Approved by Hall of Records Commission

Destruction Certification

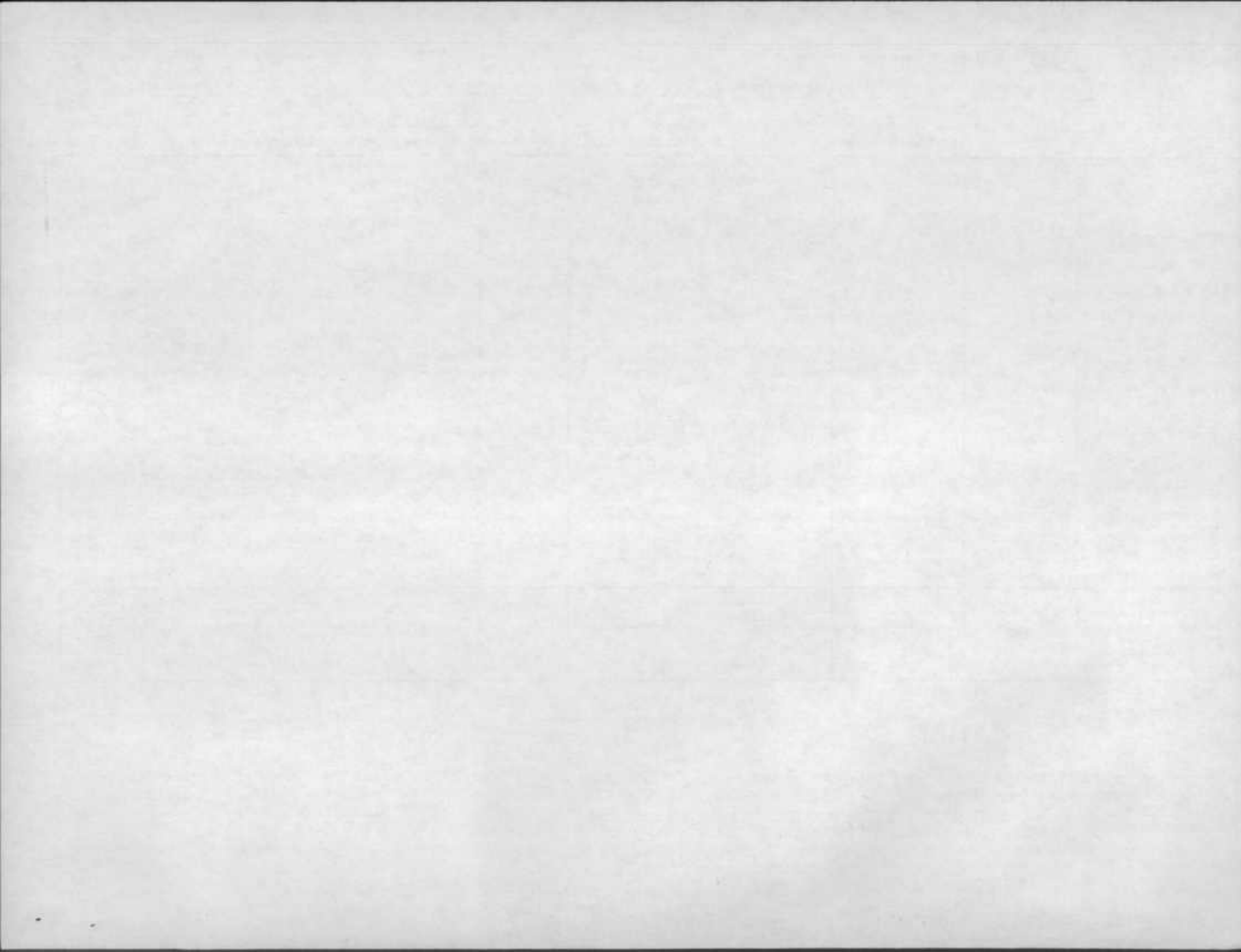
Date

State Archivist

Signature of Court Official

Title

Date



RAK

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

JAN
 DISTRICT COURT

District CARROLL 1-8-93
 COURT COUNTY DATE

(10/16) in District

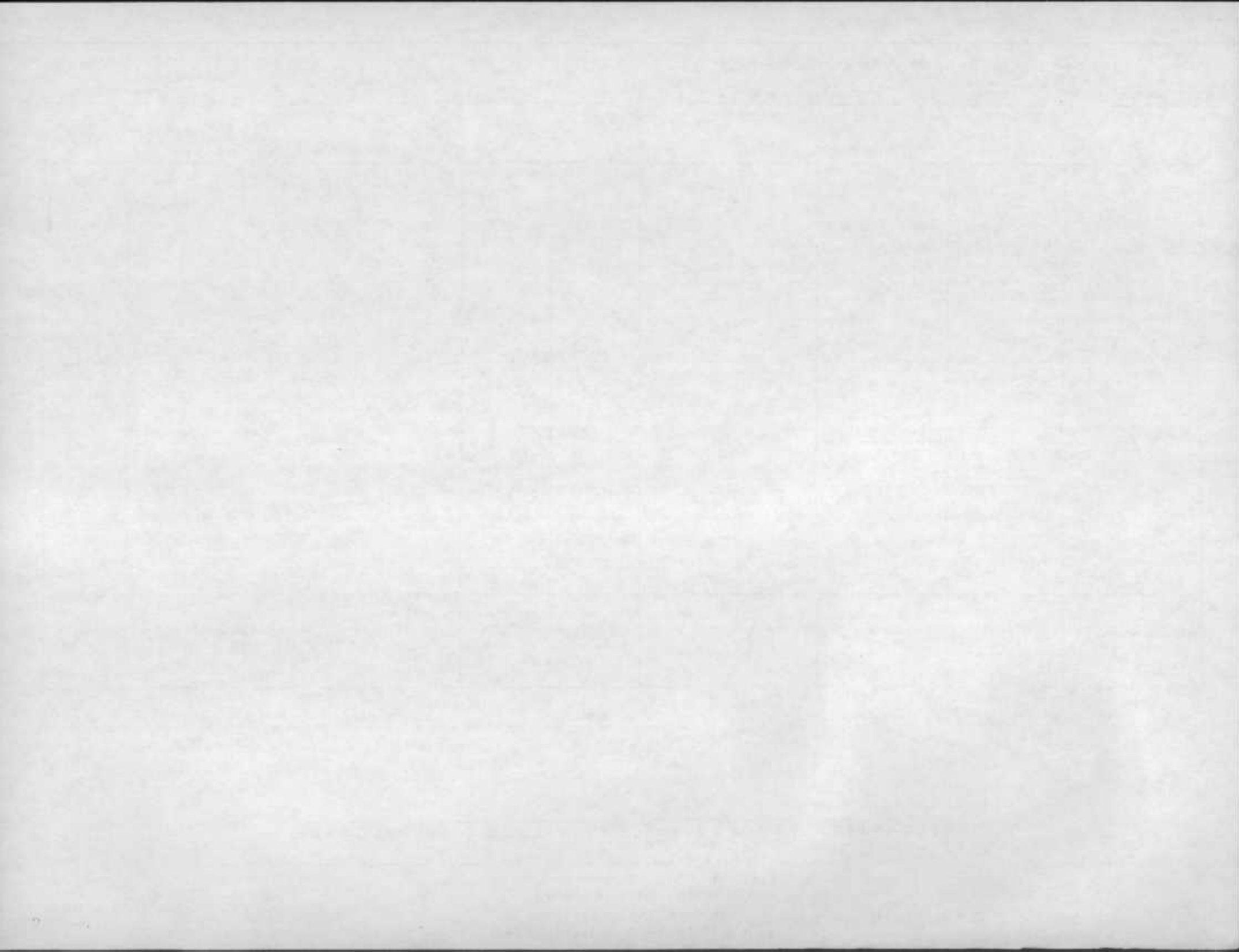
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		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS	975 Sec. IV	2	1989	23		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL 1-8-93
 COURT COUNTY DATE

1/01/93 in District

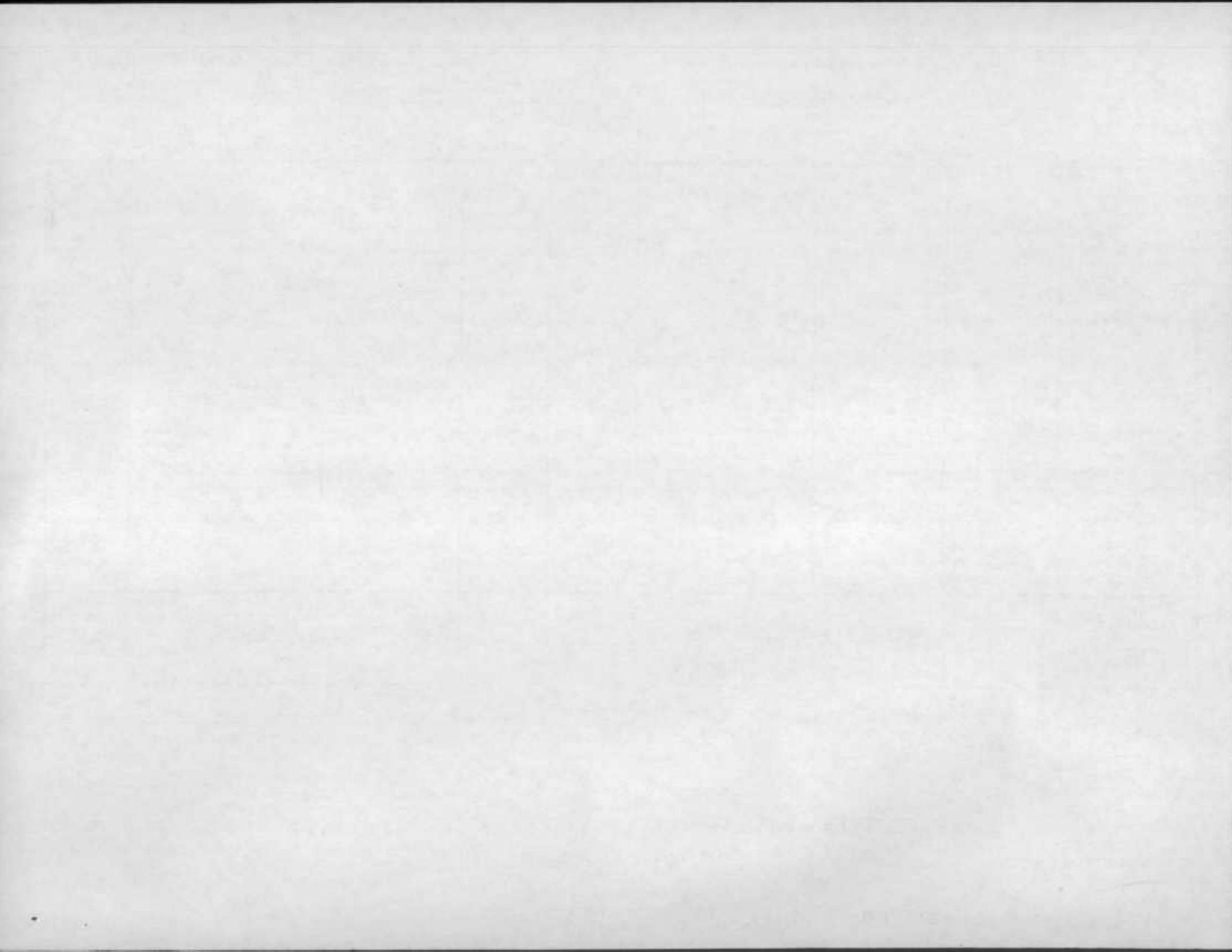
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		Retention Sched. No.	Item No.				
	TRAFFIC	975 Sec. IV	2 a&b	1989	8		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DIS 11 103

(10/8) in District

DISTRICT COURT CARROLL COUNTY 1-8-93 DATE

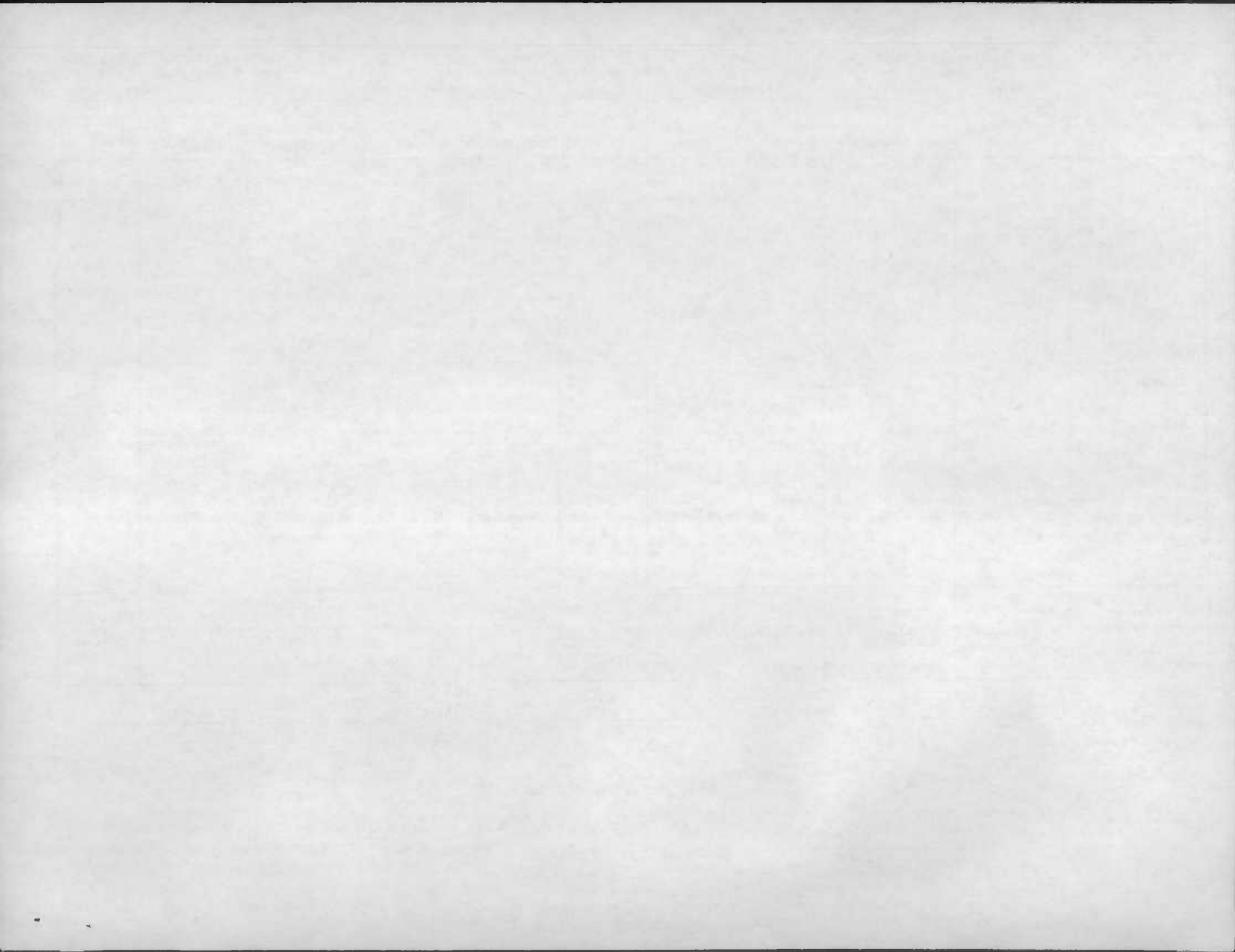
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		Retention Sched. No.	Item No.				
	CASES_JUDGMENT SUM CERTAIN	975 Sec. II	2	1989	28		

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1-8-93

(1 disk) in District

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS	975 Sec. I	1	1989	3		

Destruction Approved by Hall of Records Commission

Destruction Certification

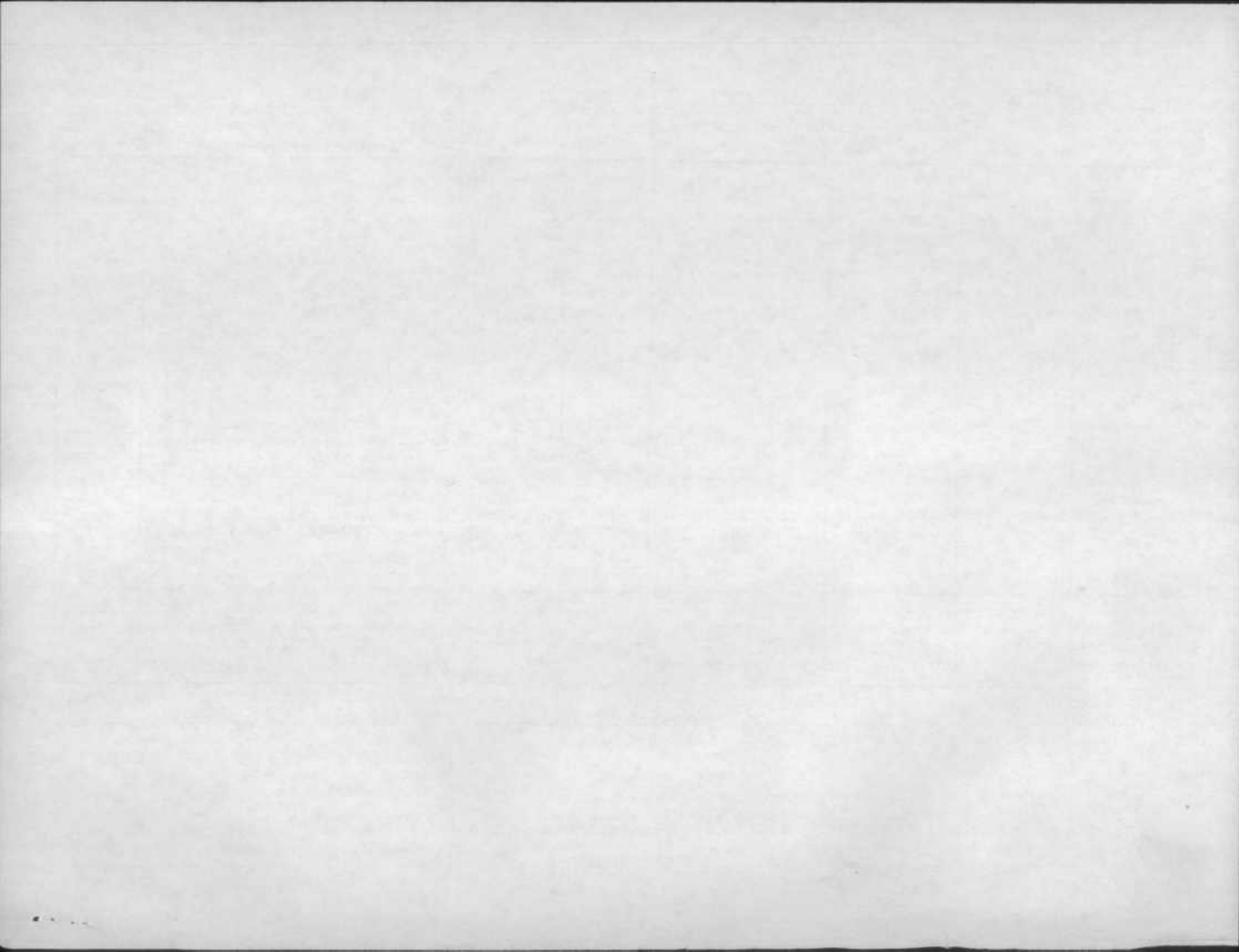
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT
 COURT

CARROLL
 COUNTY

1-31-94
 DATE

1124

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

Destruction Approved by Hall of Records Commission

Destruction Certification

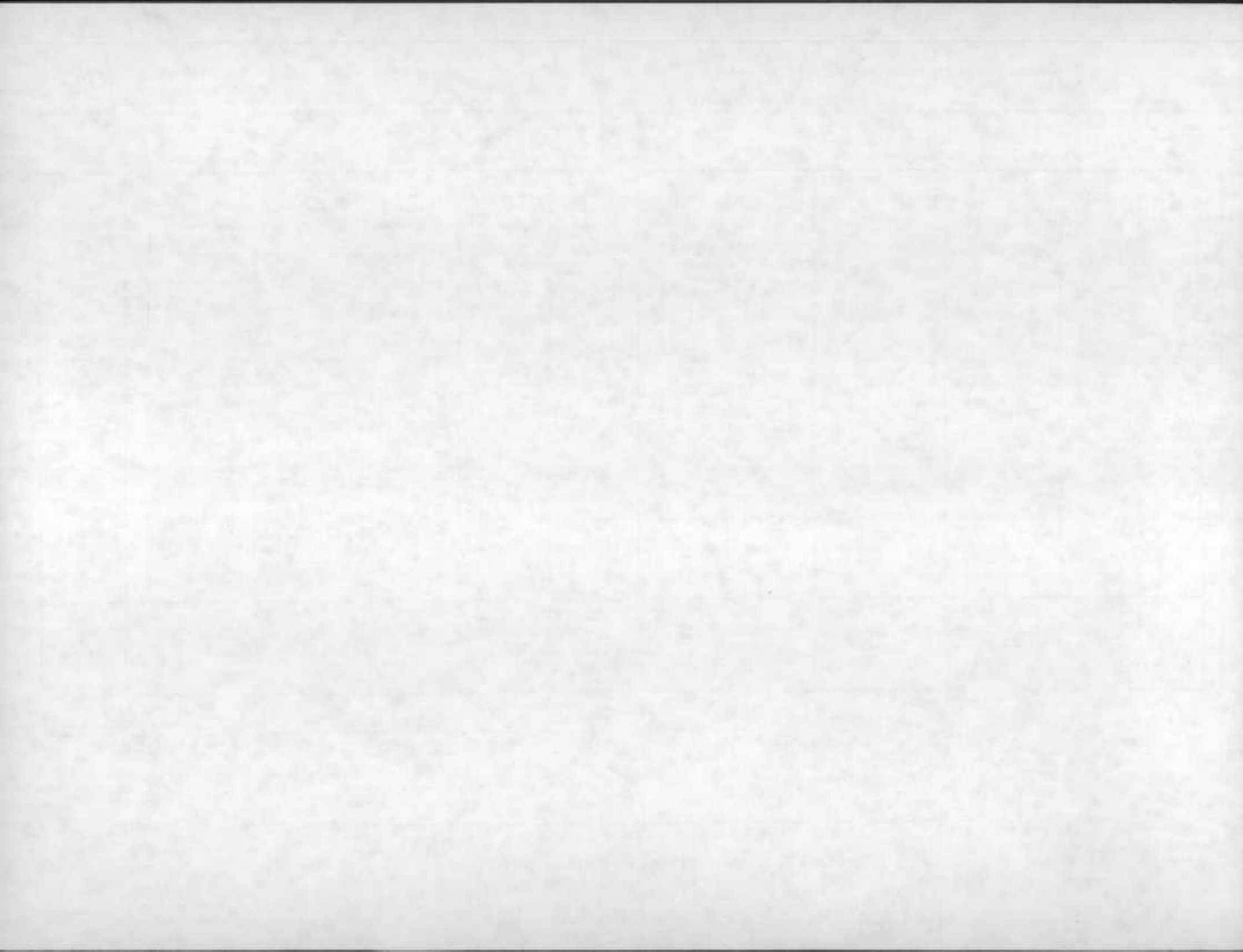
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1135

DISTRICT
 COURT

CARROLL
 COUNTY

1-31-94
 DATE

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

Destruction Approved by Hall of Records Commission

Destruction Certification

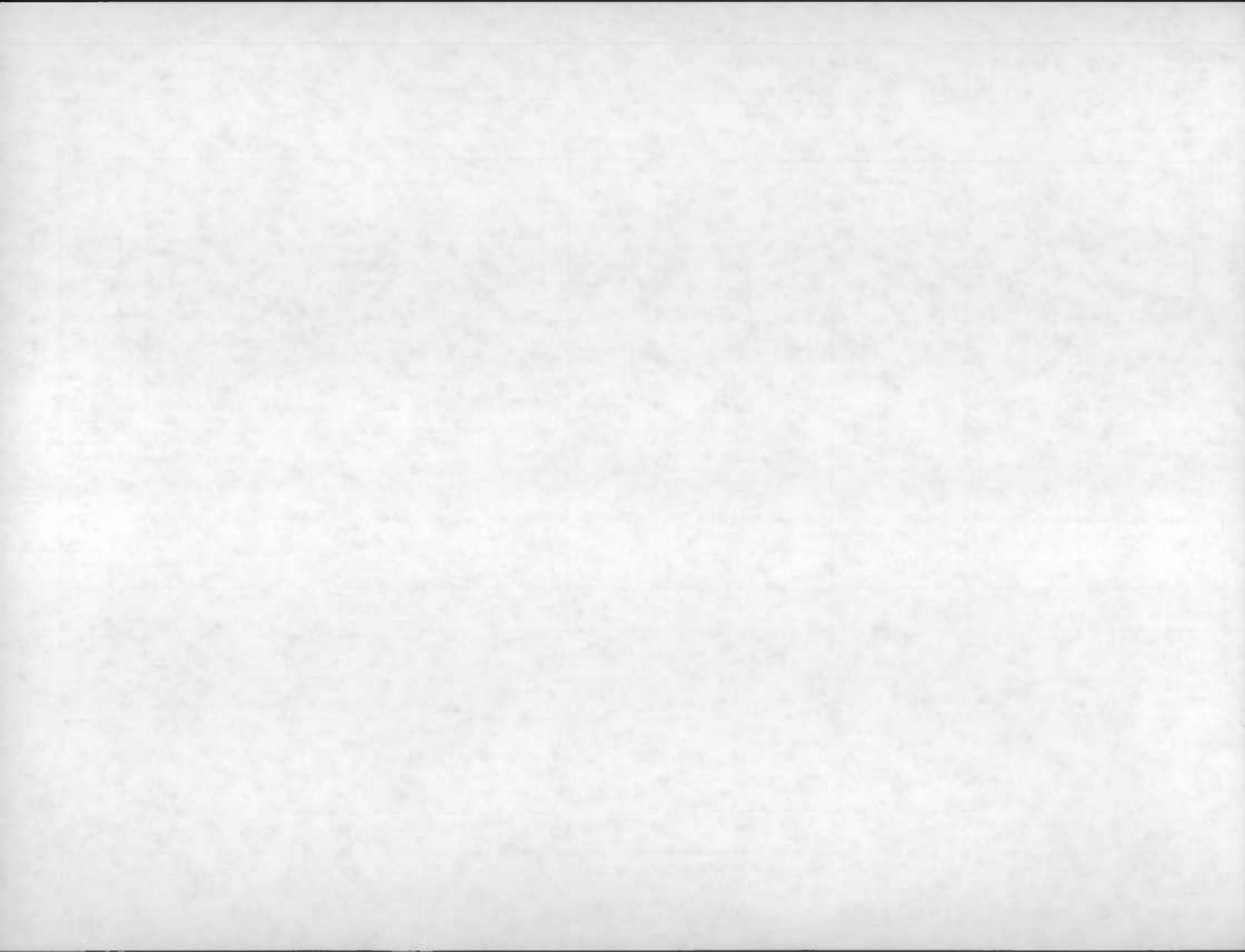
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL DATE 1-31-94
 COURT COUNTY

1124

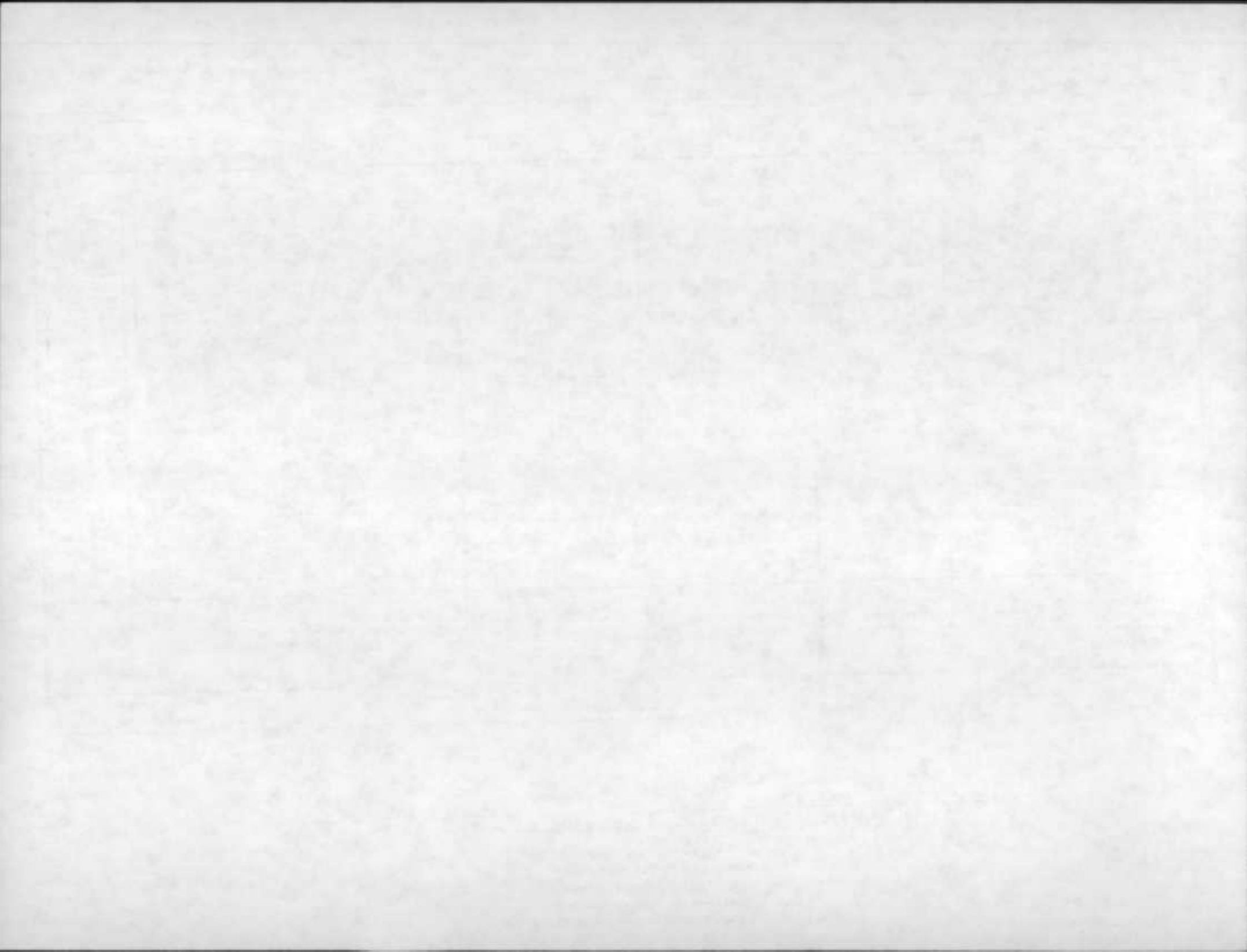
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	NATURAL RESOURCES STATEMENT OF CHARGES	975 Sec. IV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

Destruction Approved by Hall of Records Commission

Destruction Certification

 Date State Archivist

 Signature of Court Official Title Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL 1-31-94

1627

COURT COUNTY DATE

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

Destruction Approved by Hall of Records Commission

Destruction Certification

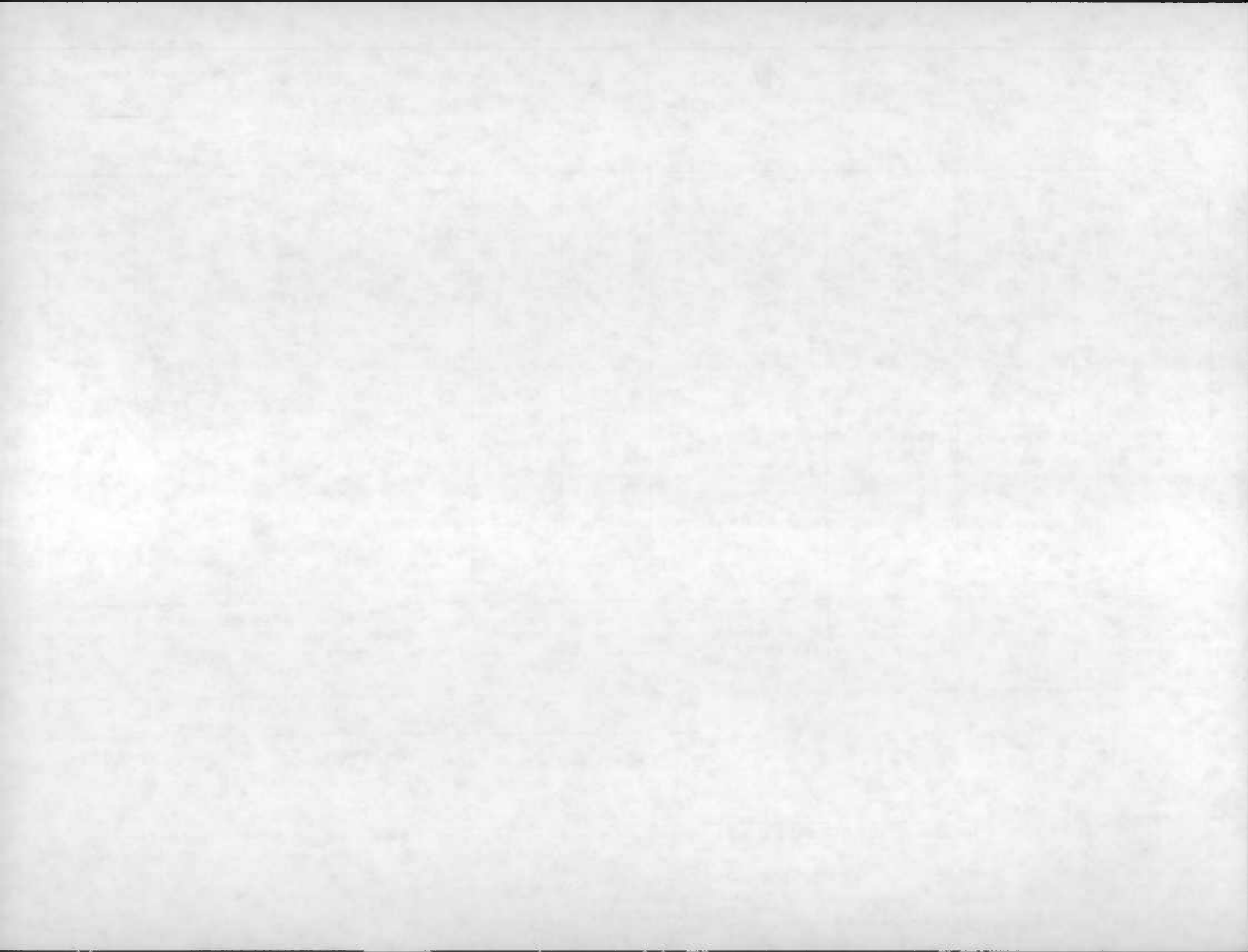
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT

CARROLL

1-31-94

COURT

COUNTY

DATE

112-8

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

Destruction Approved by Hall of Records Commission

Destruction Certification

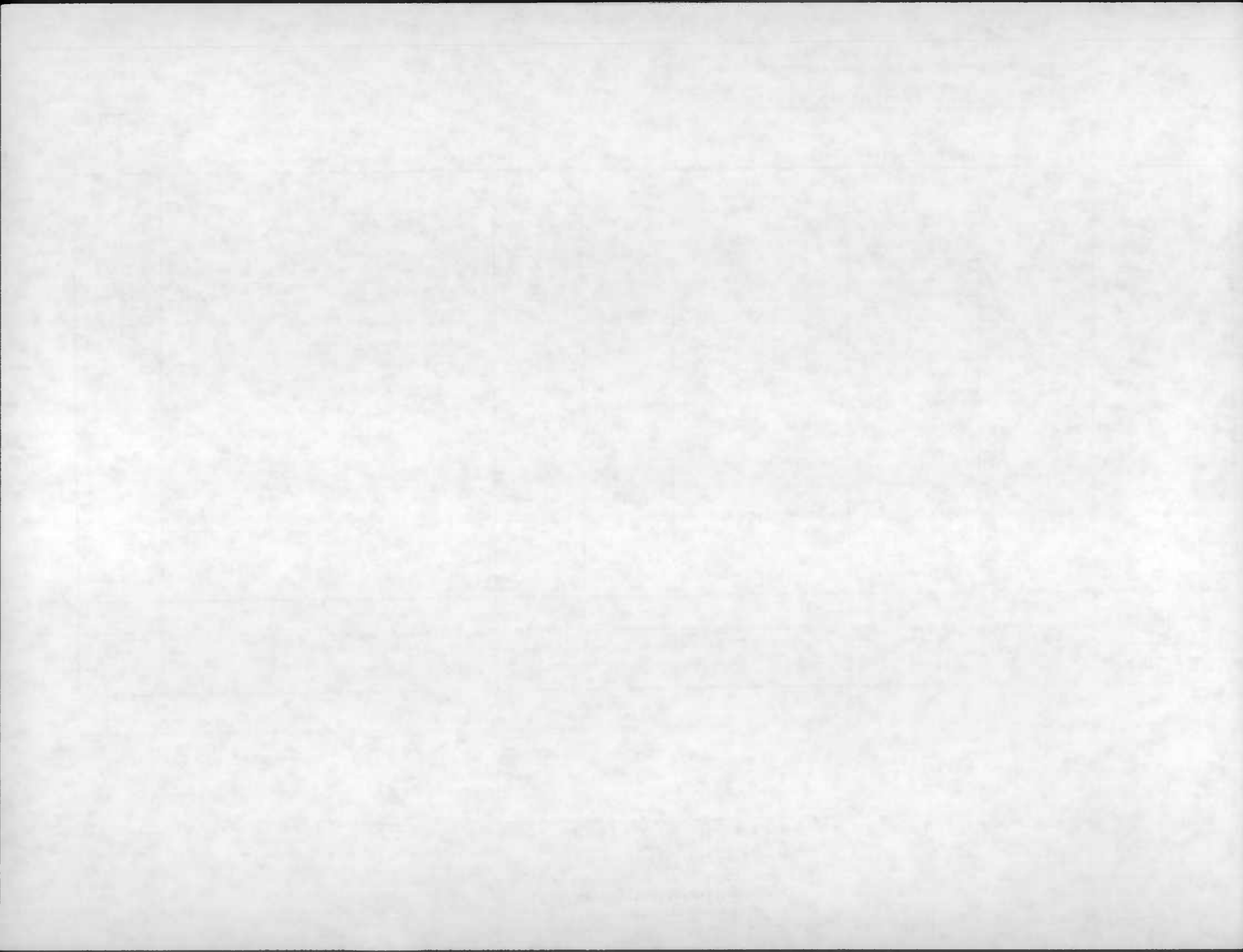
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT CARROLL 1-31-94

COURT COUNTY DATE

1129

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
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	CASES--JUDGMENT SUM CERTAIN	975 Sec.III	2	1990			

Destruction Approved by Hall of Records Commission

Destruction Certification

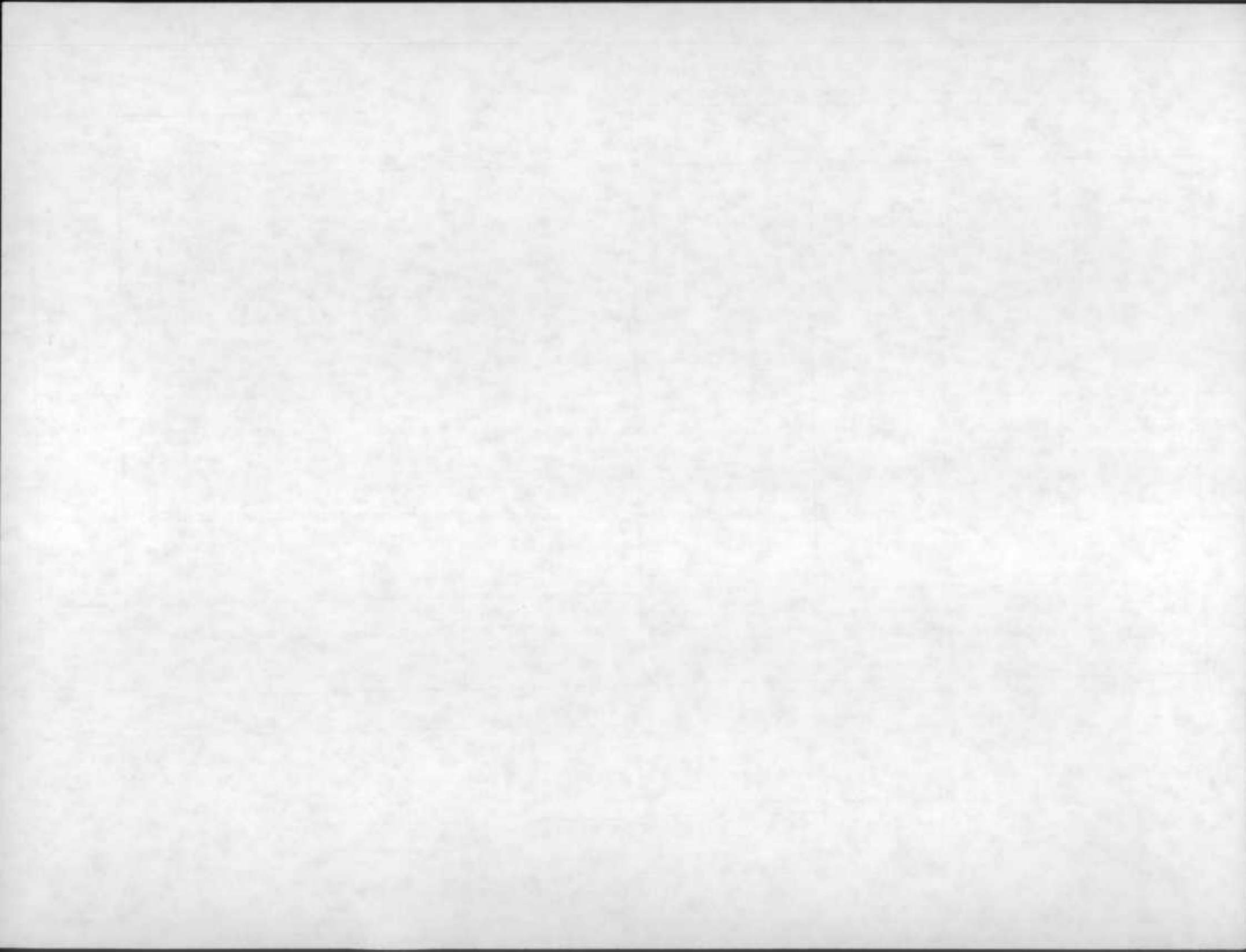
Date

State Archivist

Signature of Court Official

Title

Date



PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

1130

DISTRICT CARROLL 1-31-94

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS	975 Sec. I	1	1990			

Destruction Approved by Hall of Records Commission

Destruction Certification

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