

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

3469

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 COURT #4-2, COURT HOUSE  
 LA PLATA, MD 20646

Charles

04-02

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 CASES Closed 2000, Misc. Papers Held for 3 years, Audit completed Request to strip files	2219	IV	Jan 1, 2000 thru Dec 31, 2000	40 boxes	6/04	landfill

Destruction Approved by Hall of Records Commission

FEB 12 2004

Date

*Edward C. Spangenberg*  
 State Archivist

Destruction Certification

*Brenda L. Hammond* Court Clerk 7/12/04  
 Signature of Court Official Title Date

MARYLAND STATE ARCHIVES  
JAN 22 2004  
RECEIVED

AUG 19 2004

*Handwritten signature*

FEB 15 2004

3531

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

04-02

COURT

Charles

COUNTY

2/23/4

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.				
	Countroom Audit Reports  (3yrs old & audit complete)	2219		JAN 95 - Dec 95 JAN 96 - Dec 96 JAN 97 - Dec 97 JAN 98 - Dec 98 JAN 99 - Dec 99 JAN 00 - Dec 00	10	4/21/4	Landfill

Destruction Approved by Hall of Records Commission

MAR 24 2004

Date

*Edward C. [Signature]*  
State Archivist

Destruction Certification

*Brenda L. [Signature]*  
Signature of Court Official  
4-21-4  
Tit.

AUG 18

1904

3531

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

04-02  
COURT

Charles  
COUNTY

2/23/4  
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.				
	Countroom Audit Reports  (3yrs old & audit complete)	2219		JAN 95 - Dec 95 JAN 96 - Dec 96 JAN 97 - Dec 97 JAN 98 - Dec 98 JAN 99 - Dec 99 JAN 00 - Dec 00	10		

Destruction Approved by Hall of Records Commission

MAR 24 2004  
Date

*Edward C. Spang*  
State Archivist

Destruction Certification

*Brenda L. Shannon*  
Signature of Court Official  
County Clerk  
Date

4/21/4

2004  
AUG 16

*Phonetic Alphabet*

NO. 1 1/2

3466

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

2004 JAN -9 P 12:01

DISTRICT COURT OF MARYLAND  
COURT #4-2, COURT HOUSE  
LA PLATA, MD 20646

Charles 04-02  
COUNTY

1/6/04  
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 Citations Closed 2000, held for audit and 3 years have passed.  Request to strip and destroy misc papers	2219	Sec IV 2a,b	Jan 1, 2000 thru Dec 31, 2000	5 boxes	8/27/4	Landfill

Destruction Approved by Holl of Records Commission

FEB 12 2004

Date

*Edward C. Spangher*  
State Archivist

Destruction Certification

*Debra L. Lamm* *Contyell* 9/1/4  
Signature of Court Official Title Date

SEP 13-11

FEB 13 1911

Thomas C. Pearson



3466

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 OF MARYLAND  
 COURT #4-2, COURT HOUSE  
 LA PLATA, MD 20646

Charles 04-02  
 COUNTY

1/6/04  
 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 Citations Closed 2000, held for audit and 3 years have passed.  Request to strip and destroy misc papers	2219	Sec IV 2a,b	Jan 1, 2000 thru Dec 31, 2000	5 boxes	8/27/04	landfill

Destruction Approved by Hall of Records Commission

FEB 12 2004

Date

*Edward C. Pappas*  
 State Archivist

Destruction Certification

*Brenda L. Hammond*  
 Signature of Court Official

Title

9/1/04

Date

MARYLAND STATE ARCHIVES  
JAN 22 2004  
RECEIVED

SEP 13 - 14

*Handwritten signature*

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

3559

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY 74-2  
 200 CHARLES ST POB 3070  
 LA PLATA MD 20646

COURT

Charles  
 COUNTY

4-5-2004

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.				
	2000 Civil dismissed, satisfied	975		2000	12 boxes	8-4-04	Landfill

Destruction Approved by Hall of Records Commission

MAY 07 2004

Date

*Edward C. Papenfuss*  
 State Archivist

Destruction Certification

*Debbie Radcliff* Civil Supervisor  
 Signature of Court Official Date 8/4/04

SEP 15 2004

RECEIVED  
APR 19 2004  
MARYLAND STATE ARCHIVES

*[Faint handwritten text]*

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

3559

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY #4-2  
 200 CHARLES ST POR 3Q70  
 LA PLATA MD 20646

COURT Charles COUNTY Charles DATE 4-5-2004

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.				
	2000 Civil dismissed, satisfied	975		2000	12 boxes	8/4/04	Landfill

Destruction Approved  
 Hall of Records Commission  
*Edward C. Spear*  
 State Archivist

Destruction Certification  
*Daphne Rudloff* Civil Supervisor  
 Signature of Court Officer Date 8/4/04

MAY 07 2004  
 Date  
 Rev. 10/03 DGS-550-9

~~XXXXXXXXXXXXXXXXXXXX~~

SEP 15 2010

~~XXXXXXXXXXXXXXXXXXXX~~

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

3561

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY #4-2  
 200 CHARLES ST POB 3070  
 LA PLATA MD 20646

COURT Charles COUNTY Charles DATE 4-5-2004

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.				
	1998 Transmittals to the 1999 Sheriff or Constable 2000  Request to destroy, audit has been completed	975		Jan - Dec 1998 Jan - Dec 1999 Jan - Dec 2000	3 boxes	5/18/04	Shredded + Landfill

Destruction Approved by Hall of Records Commission

MAY 07 2004

*Edward C. Papenfort*

State Archivist

Destruction Certificate:

*Debbie Raloff* Civil Supervisor  
 Signature of Court Official

5/18/04  
 Date

11

SEP 13 2014

Charles J. [unclear]

MS. A. 1. 10



3561

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY #4-2  
 200 CHARLES ST POB 3Q70  
 LA PLATA MD 20646

COURT

Charles  
 COUNTY

4-5-2004  
 DATE

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.				
	1998 Transmittals to the 1999 Sheriff or Constable 2000  Request to destroy, audit has been completed	975		Jan - Dec 1998 Jan - Dec 1999 Jan - Dec 2000	3 boxes	5/18/04	shredded Landfill

Destruction Approved by Hall of Records Commission

MAY 07 2005

*Edward C. [Signature]*

State Archivist

Destruction Certificate

*Debbie Radloff* Civil Supervisor  
 Signature of Court Official

5/18/04  
 Date

SEP 15

2004

3562

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY #4-2  
 200 CHARLES ST POB 3070  
 LA PLATA MD 20646

COURT Charles COUNTY Charles DATE 4-5-2004

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.				
	2000 Landlord Tenant Satisfied, Dismissed Non-money Judgment Summary Ejectments	975		2000	4 boxes	4/14/04	Landfill

Destruction Approved by Hall of Records Commission

MAY 07 2004

*Edward C. [Signature]*

State Archivist

Destruction Certification

*Dorbin [Signature]* Civil Supervisor  
 Signature of Court Official Date 4/14/04

SEP 15 - 2004

*Charles J. [unclear]*

SEP 15 2004

101

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

3562

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MARYLAND  
 FOR CHARLES COUNTY #4-2  
 200 CHARLES ST FOR 3Q70  
 LA PLATA MD 20646

COURT Charles COUNTY DATE 4-5-2004

Series No.	Description of Records <i>Include Title and/or Form Number</i>	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction <i>(Recycle, shred, landfill, etc.)</i>
		Retention Sched. No.	Item No.				
	2000 Landlord Tenant Satisfied, Dismissed Non-money Judgment Summary Ejectments	975		1000	4 boxes	4/14/04	Landfill

Destruction Approved by Hall of Records Commission

MAY 07 2004

Date

*Edward C. Spang*  
 State Archivist

Destruction Certification

*Debbie Kaley* Civil Supervisor  
 Signature of Court Official Date 4/14/04

SEP 15

fine

4.2

3673

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  
Charles Co.  
P.O. Box 3070  
La Plata, Md 20646

Charles  
COUNTY

8/1/04  
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 Citations strip inside material only.	975	Sec IV	1997 1999 2000	(3)	10/20/04	Landfill

Destruction Approved by Hall of Records Commission

SEP 27 2004

Date

*Edward C. Papenfuss*  
State Archivist

Destruction Certification

*Brenda L. Hammond*  
Signature of Court Official

Title

10/20/04  
Date

SEP 27 1944

Charles P. ...



3673

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court  
 Charles Co.  
 P.O. Box 3070

La Plata, Md 20646 Charles 8/1/04  
 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, Tardiff, etc.)
		Retention Sched. No.	Item No.				
	Civil Citations strip inside material only.	975	Sec IV	1997 1999 2000	(3)	10/20/04	Landfill

SEP 27 2004

Date

Destruction Approved by Hall of Records Commission

Edward C. Papenfuss  
 State Archivist

Destruction Certification

Brenda L. Harmon County Clerk 10/20/04  
 Signature of Court Official Title Date

NOV 3, 2004

Charles County Government  
Fiscal Services Department  
P.O. Box 2150  
La Plata, Maryland 20646



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

20794+0275 03



**QUALITY PARK**  
11117



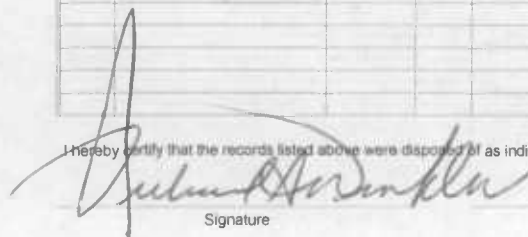
**100% PCC**

Charles County Government Reporting Agency	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Fiscal Services - Payroll Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No	Item No				
1	Employee Files - Payroll	C-834	1	2000 Terminated Employees		2/2-2/24/04	Shredder
2	Check Requests for Payroll Related Deductions and Expenses	C-834	2	1999 Court Reporters Billing 1999 Social Services Billing 1999 Sheriff's Dues 1999 Savings Bonds 1999 United Way 1999 EPRM Billing 1999 Child Support 1999 County Retirement 1999 Deferred Comp - Pebsco 1999 Deferred Comp - Copeland 1999 Deferred Comp - Hartford 1999 Maryland Tax 1999 MD State Retirement 1999 MCEA Dues 1999 PGM Inspectors Timesheets 1999 Life Insurance		2/2-2/24/04	Shredder
3	Payroll Processing Reports	C-834	3	1998 Journal Entries 1999 EEO Reports 1999 Earnings Registers 1999 Deduction Registers 1999 Payroll Approvals 1999 Salary Adjustments/Deductions 1999 Payroll Vendors Invoice Listings 1999 Salary & Benefit Summary 1999 Hours Detail Register 1999 Hours Edit Listing 1999 Check Register 1999 Direct Deposit Listing 1999 Attachment of Wages 1999 Pay Day Register 1999 Quarterly Wage Report 1999 Deduction by Deduct. Regist.		2/2-2/24/04	Shredder
4	Employee Fiscal Year Annual	C-834	5 7 7	941 Report Calendar Year Adjustments Payroll Budget Report		2/2-2/24/04	Shredder

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



Signature

Director of Fiscal Services  
Title



Date

LIBRARY OF CONGRESS  
MAR 2 - 1944  
-WY

Fiscal Services  
Reporting Agency

Water/Sewer Billing  
Division or Unit

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

Prepare in duplicate

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

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Utilities Billing Reports	C - 834	19	Consumption/Billing Registers FY99		04/24/2003	landfill
2	Utilities Billing Reports	C - 834	19	Final Billing Registers 1/98 -4/98, 8/98		04/24/2003	landfill
3	Various Utilities Account Information	C - 834	20	Work Orders 8/99 - 12/99		04/24/2003	landfill
4	Utilities Billing Reports	C - 834	19	UT Payment Adj.'s Pymt Post Listings		04/24/2003	landfill
5	Utilities Billing Reports	C - 834	19	Consumption/Billing Registers 12/11/9		04/24/2003	landfill

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

*William Dethlefs*  
\_\_\_\_\_  
Signature

*Sr. Accountant*  
\_\_\_\_\_  
Title

*4/28/03*  
\_\_\_\_\_  
Date

[REDACTED]

MAY 21

[REDACTED]



Charles County Government  
Fiscal Services/Accounting  
P.O. Box 2150  
La Plata, MD 20646

Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275



20794+0275 03





Charles County Government  
Reporting Agency

Fiscal Services/ Accounting  
Division or Unit

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

Prepare in duplicate  
Retain one (1) copy and forward  
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## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Bank Statements, Cancelled Checks, ...		10	6/99 - 7/99	A/P	04/24/2003	landfill
2	Bank Statements, Cancelled Checks, ...		10	8/99 - 1 of 2 10/99	A/P	04/24/2003	landfill
3	Bank Statements, Cancelled Checks, ...		10	2 of 2 10/99 - 12/99	A/P	04/24/2003	landfill
4	Bank Statements, Cancelled Checks, ...		10	01/00 - 1 of 2 3/00	A/P	04/24/2003	landfill
5	Bank Statements, Cancelled Checks, ...		10	2 of 2 3/00 - 5/00	A/P	04/24/2003	landfill
6	Bank Statements, Cancelled Checks, ...		10	6/00 - 7/00	A/P	04/24/2003	landfill
7	Bank Statements, Cancelled Checks, ...		10	8/00 - 1 of 2 10/00	A/P	04/24/2003	landfill
8	Bank Statements, Cancelled Checks, ...		10	2 of 2 10/00 - 12/00	A/P	04/24/2003	landfill
9	Bank Statements, Cancelled Checks, ...		10	11/99 - 12/99	Payroll	04/24/2003	landfill
10	Bank Statements, Cancelled Checks, ...		10	07/99 - 10/99	Payroll	04/24/2003	landfill
11	Bank Statements, Cancelled Checks, ...		10	01/00 -	Payroll	04/24/2003	landfill
12	General Ledger Account Reconciliations		11	FY96 Misc. files, ledgers, recons		04/24/2003	landfill
13	General Ledger Account Reconciliations		11	FY95-96 Health Rec., W&S, AR		04/24/2003	landfill
14	General Ledger Account Reconciliations		11	FY95 P.O. & Req's Copies		04/24/2003	landfill
15	General Ledger Account Reconciliations		11	FY95&96 Misc. files, ledgers, recons		04/24/2003	landfill
16	A/P Vendor Files	C-834	9	1-355	FY99	04/24/2003	landfill
17	A/P Vendor Files	C-834	9	357-786	FY99	04/24/2003	landfill
18	A/P Vendor Files	C-834	9	1123-1433	FY99	04/24/2003	landfill
19	A/P Vendor Files	C-834	9	1434-1903	FY99	04/24/2003	landfill
20	A/P Vendor Files	C-834	9	2669-3499	FY99	04/24/2003	landfill
21	A/P Vendor Files	C-834	9	4869-5301	FY99	04/24/2003	landfill
22	A/P Vendor Files	C-834	9	Fat Folders	FY99	04/24/2003	landfill
23	A/P Vendor Files	C-834	9	Fat Folders	FY99	04/24/2003	landfill
24	A/P Vendor Files	C-834	9	Fat Folders, Temp vendors	FY99	04/24/2003	landfill
25	A/P Vendor Files	C-834	9	Temp vendors	FY99	04/24/2003	landfill
26	General Ledger & Yr End Rep	C-834	22	W/S Postings 1/99 - 4/99, RevAcctg F		04/24/2003	landfill
27	General Ledger & Yr End Rep	C-834	22	W/S Postings 7/99 - 10/99		04/24/2003	landfill
28	General Ledger & Yr End Rep	C-834	22	FY99 W/S & A/P Postings		04/24/2003	landfill
29	Register Tapes from Golf Cou	C-834	14	WPGC Daily FY99 & FY00		04/24/2003	landfill

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

  
Signature

Sr. Accountant  
Title

4/28/03  
Date

[Redacted]

MAY 21

[Redacted]

Charles County Government  
Reporting Agency

Fiscal Services/ Accounting  
Division or Unit


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

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

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
30	A/P Vendor Files	C-834	9	3356-3956	FY00	04/24/2003	landfill
31	A/P Vendor Files	C-834	9	2-443	FY00	04/24/2003	landfill
32	A/P Vendor Files	C-834	9	2287-3354	FY00	04/24/2003	landfill
33	A/P Vendor Files	C-834	9	1566-2282	FY00	04/24/2003	landfill
34-42	A/P Vendor Files	C-834	9	Fat Folders(9 boxes)	FY00	04/24/2003	landfill
43-44	A/P Vendor Files	C-834	9	Fat Folders(2 boxes)	FY99	04/24/2003	landfill
45	A/P Vendor Files	C-834	9	Sec. 8, Auto Pymts, Voids,	FY00	04/24/2003	landfill
46	General Ledger Account Reconciliations		11	Misc. files, recons FY89 - FY94		04/24/2003	landfill
47	General Ledger & Yr End Rep	C-834	22	FY98 W&S Postings		04/24/2003	landfill
48	General Ledger & Yr End Rep	C-834	22	FY00 W&S Postings		04/24/2003	landfill
49	General Ledger & Yr End Rep	C-834	22	FY99 & FY00 Jury Slips		04/24/2003	landfill
50	General Ledger & Yr End Rep	C-834	22	W&S Postings 7/98 - 1/99	FY99	04/24/2003	landfill
51	General Ledger & Yr End Rep	C-834	22	W&S Postings 3/00 - 6/00	FY00	04/24/2003	landfill
52	General Ledger & Yr End Rep	C-834	22	AP Postings 2/00 - 6/00	FY00	04/24/2003	landfill
53	Treasurer's Reports	C-834	15	7-99 - 8/4/99	FY00	04/24/2003	landfill
54	Treasurer's Reports	C-834	15	11/4/99 - 12/9/99	FY00	04/24/2003	landfill
55	Treasurer's Reports	C-834	15	4/27/00 - 5/31/00	FY00	04/24/2003	landfill

55  
I hereby certify that the records listed above were disposed of as indicated.

  
Signature

Jr. Accountant  
Title

4/28/03  
Date

[REDACTED]

MAY 21

[REDACTED]

Charles County Government  
Reporting Agency

Fiscal Services/ Accounting  
Division or Unit

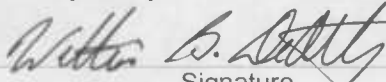
Department of General  
Services  
Records Management Division  
7275 Waterloo Road (Rte. 175)  
P.O. Box 275  
Jessup, Maryland 20794-0275

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

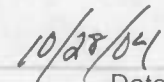
# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
BASEMENT LOCATION							
1	A/P Vendor Files	C-834	9	FY00 448-845		10/15/2004	Landfill
2	A/P Vendor Files	C-834	9	FY00 847 - 1210		10/15/2004	Landfill
3	A/P Vendor Files	C-834	9	FY00 1213-1564		10/15/2004	Landfill
4	A/P Vendor Files	C-834	9	FY00 3960-5244		10/15/2004	Landfill
5	A/P Vendor Files	C-834	9	FY00 5245-5600		10/15/2004	Landfill
6	A/P Vendor Files	C-834	9	FY00-5601-6030		10/15/2004	Landfill
7	Journal Entries	C-834	8	FY 00 A/P Postings		10/15/2004	Landfill
8	Journal Entries	C-834	8	FY00 Revenue, Tax, P.O.		10/15/2004	Landfill
9	Utilities Billings Reports	C-834	19	FY00 UT Balance Reports		10/15/2004	Landfill
10	Register Tapes from Golf Cou	C-834	14	WPGC Daily 09/00-10/01		10/15/2004	Landfill
11	Register Tapes from Golf Cou	C-834	14	WPGC Daily 10/01-03/02		10/15/2004	Landfill
12-22	Landfill Tickets and Reports	C-834	17	FY02		10/15/2004	Landfill
23	Landfill Tickets and Reports	C-834	17	7/1/99 - 11/30/99		10/15/2004	Landfill
24	Landfill Tickets and Reports	C-834	17	1/17/01 - 3/26/01		10/15/2004	Landfill
25	Landfill Tickets and Reports	C-834	17	7/1/02 - 7/31/02		10/15/2004	Landfill
26	Landfill Tickets and Reports	C-834	17	08/00 - 10/00		10/15/2004	Landfill
27	Landfill Tickets and Reports	C-834	17	08/1/02 - 8/30/02		10/15/2004	Landfill
STAGE LOCATION							
28	Landfill Tickets and Reports	C-834	17	9/3/02-9/30/02		10/15/2004	Landfill
29	Landfill Tickets and Reports	C-834	17	10/1/02-11/30/02		10/15/2004	Landfill
30	Landfill Tickets and Reports	C-834	17	12/2/02-1/31/03		10/15/2004	Landfill
31	Landfill Tickets and Reports	C-834	17	2/1/03-3/31/03		10/15/2004	Landfill
32	Landfill Tickets and Reports	C-834	17	4/1/03-4/30/03		10/15/2004	Landfill
33	Landfill Tickets and Reports	C-834	17	5/1/03-5/31/03		10/15/2004	Landfill
34	Landfill Tickets and Reports	C-834	17	6/2/03-6/30/03		10/15/2004	Landfill
35	Landfill Tickets and Reports	C-834	17	7/1/03-7/31/03		10/15/2004	Landfill
36	Register Tapes from Golf Cou	C-834	14	WPGC Daily 08/02-09/02		10/15/2004	Landfill
37	Register Tapes from Golf Cou	C-834	14	WPGC Daily 10/02-11/02		10/15/2004	Landfill
38	Register Tapes from Golf Cou	C-834	14	WPGC Daily 1/03-02/03		10/15/2004	Landfill
39	Register Tapes from Golf Cou	C-834	14	WPGC Daily 03/03-05/03		10/15/2004	Landfill
40	A/P Vendor Files	C-834	9	Temp Vendors 90000-90150		10/15/2004	Landfill
41	Journal Entries	C-834	8	FY99 A/r Aging, Pymts, Invoice Edits FY99 LF change tickets, Health Billing FY96-99 Mosquito Spraying		10/15/2004	Landfill
42	Journal Entries	C-834	8	FY98-99 A/R, Inventory		10/15/2004	Landfill
43	General Correspondence	C-834	1	Parking Tickets 97-99		10/15/2004	Landfill
44	General Correspondence	C-834	1	Parking Tickets 02&prior		10/15/2004	Landfill

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

  
Signature

  
Title

  
Date

[Redacted]

NOV 3, 2004

[Redacted]

[Faint signature]

[Faint signature]

[Faint signature]

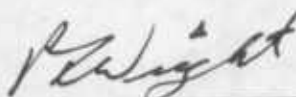


Charles County Government	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P. O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Human Resources/Risk Mgt.		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Watson, Hugh B. EEOC Claim	C-833	1	10-05-93 09-28-95		12-11- 2002	Shredded/ Recycled
2	Byrd, Eric L. Notice of Claim	C-833	1	10-05-94 03-17-97		"	"
3	Young, James Writ of Summons	C-833	1	01-06-95 01-06-95		"	"
4	Jones, Nancy J. Lawsuit	C-833	1	08-27-90 03-13-95		"	"
5	Mudd, Sylvia T. Lawsuit - CCSO DRB	C-833	1	03-23-92 11-14-95		"	"
6	Pryor, James Lawsuit	C-833	1	08-12-94 04-24-95		"	"
7	Gray, Jerome Notice of Claim	C-833	1	03-10-97 07-11-97		"	"
8	Bridgett, Mock & Assoc. Notice of Claim	C-833	1	12-21-94 01-04-95		"	"
9	Alverdo, Carmen Notice of Claim	C-833	1	04-09-97 10-21-97		"	"
10	1997 OSHA Reports - employee work related injury files	C-833	2	01-01-97 12-31-97		12-11- 20002	Shredded/ Recycled
11							
12							
13							
Total					.75		

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

  
 \_\_\_\_\_  
 Paul L. Wright  
 Signature

\_\_\_\_\_  
 Chief of Risk Management  
 Title

\_\_\_\_\_  
 12-11-02  
 Date


FEB 5 2003

Charles County Government	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P. O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Human Resources/Risk Mgt.		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Benbow, Robert Lawsuit	C-833	1	09-13-95 09-17-96		12-17- 2003	Shredded/ Recycled
2	Hawkins, Steven Lawsuit	C-833	1	12-28-94 07-02-96		"	"
3	Belson, Elaine Notice of Claim	C-833	1	03-11-98 03-31-98		"	"
4	Beuerlein, Roseanne. Notice of Claim	C-833	1	03-11-98 05-28-98		"	"
5	Bobo, Tracey Notice of Claim	C-833	1	05-05-98 05-18-98		"	"
6	Henry, Thomas Lawsuit	C-833	1	08-09-94 02-05-96		"	"
7	White, Decarlos Notice of Claim	C-833	1	05-06-98 04-27-98		"	"
8	Jenkins, Dorothy Notice of Claim	C-833	1	08-29-94 02-20-98		"	"
5	Jones, Robert Lawsuit	C-833	1	09-15-95 07-02-96		"	"
10	Hudson, Rose Notice of Claim	C-833	1	06-30-98 07-06-98		"	"
11	Manhattan Construction Co. Inc. Lawsuit	C-833	1	04-01-95 04-22-96		"	"
12	Bowman, Rudolph Lawsuit	C-833	1	09-11-96 12-20-96		"	"
13	Pruden, Lester Notice of Claim	C-833	1	03-12-98 04-20-98		"	"
14	Chiarizia, Antonio Notice of Claim	C-833	1	09-14-98 10-10-98		12-17- 2003	Schredded/ Recycled

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

 _____ Paul L. Wright Signature	_____ Chief of Risk Management Title	_____ 12-22-03 Date
---	--	---------------------------

SECTION 101  
 JAN 1 1994

## CERTIFICATE OF RECORDS DISCLOSURE

Requester Name	Requester Address	Requester City/State	Requester Telephone	Requester E-mail	Request Description	
					Request Number	Request Date

The following is a list of records responsive to the request.

JAN 14 2014


Date of this report

Charles County Government	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P. O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Human Resources/Risk Mgt.		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
15	Samuel, Mildred Notice of Claim	C-833	1	06-15-98 11-02-98		12-17- 2003	Shredded/ Recycled
16	Lattisaw, Charles Notice of Claim	C-833	1	05-11-98 05-18-98		"	"
17	Ehrenreich, Kurt Notice of Claim	C-833	1	06-04-98 06-09-98		"	"
19	Lollis, Thomas Notice of Claim	C-833	1	02-10-98 02-20-98		"	"
19	Savoy, Dorrell Notice of Claim	C-833	1	07-13-98 07-31-98		"	"
20	Ford, Winona Writ of Summons	C-833	1	03-06-98 03-12-98		"	"
21	1998 OSHA Reports - employee work related injury files	C-833	2	01-01-98 12-31-98		12-17- 2003	Shredded/ Recycled

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

  
 \_\_\_\_\_  
 Paul L. Wright  
 Signature

\_\_\_\_\_  
 Chief of Risk Management  
 Title

\_\_\_\_\_  
 12-22-03  
 Date

JAN 14 - WVO

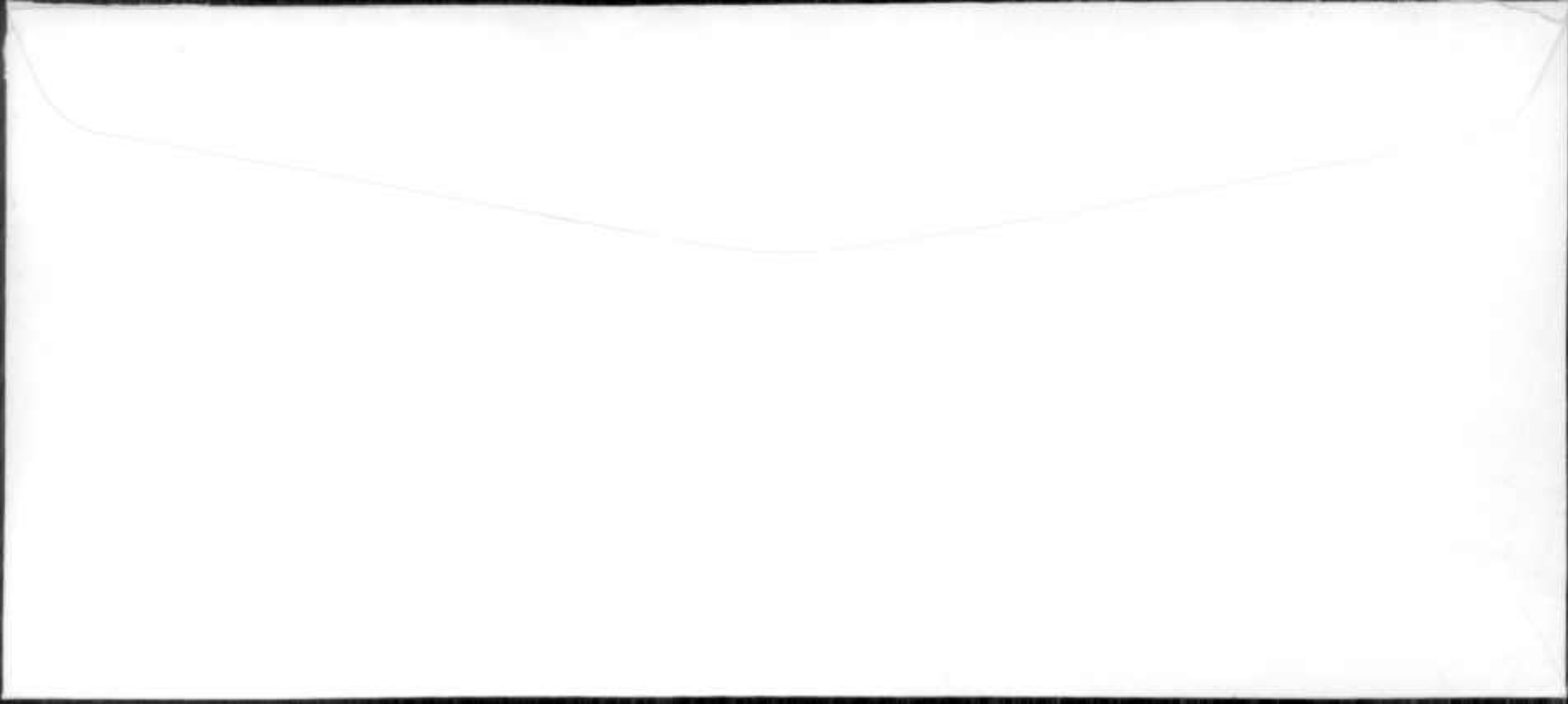
Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03





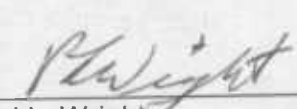


Charles County Government	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P. O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Human Resources/Risk Mgt.		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Barnes, Cindy Notice of Claim	C-833	1	03-05-98 06-02-99		08-30- 2004	Shredded/ Recycled
2	Boudreaux, John Lawsuit	C-833	1	04-22-91 04-29-97		"	"
3	Canter, Gary Lawsuit	C-833	1	08-02-96 06-02-97		"	"
4	Deminne, Kevin Notice of Claim	C-833	1	12-10-99 12-10-99		"	"
5	Destefano, Joshua Notice of Claim	C-833	1	02-04-97 03-13-97		"	"
6	Douglas, Bonita Tate, Shamika Notice of Claim	C-833	1	02-05-99 02-11-99		"	"
7	Ickes, Bonita Notice of Claim	C-833	1	12-07-98 02-05-99		"	"
8	Irland, Adam Notice of Claim	C-833	1	06-14-99 06-14-99		"	"
9	Korkia, Debra Lawsuit	C-833	1	12-14-94 07-01-98		"	"
10	Richards, Melvin Notice of Claim	C-833	1	08-16-99 12-02-99		"	"
11	Tate, Shamika Notice of Claim	C-833	1	01-19-99 02-05-99		"	"
12	Smith, Oscar Lawsuit	C-833	1	08-01-96 09-02-97		"	"
13	Toye, Eva Notice of Claim	C-833	1	11-09-99 12-08-99		"	"
14	1999 OSHA Reports - employee work related injury files	C-833	2	01-01-99 12-31-99		08-30- 2004	Shredded/ Recycled

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

  
 Paul L. Wright  
 Signature

\_\_\_\_\_  
 Chief of Risk Management  
 Title

08-30-04  
 August 30, 2004  
 Date

AD - 8 SEP

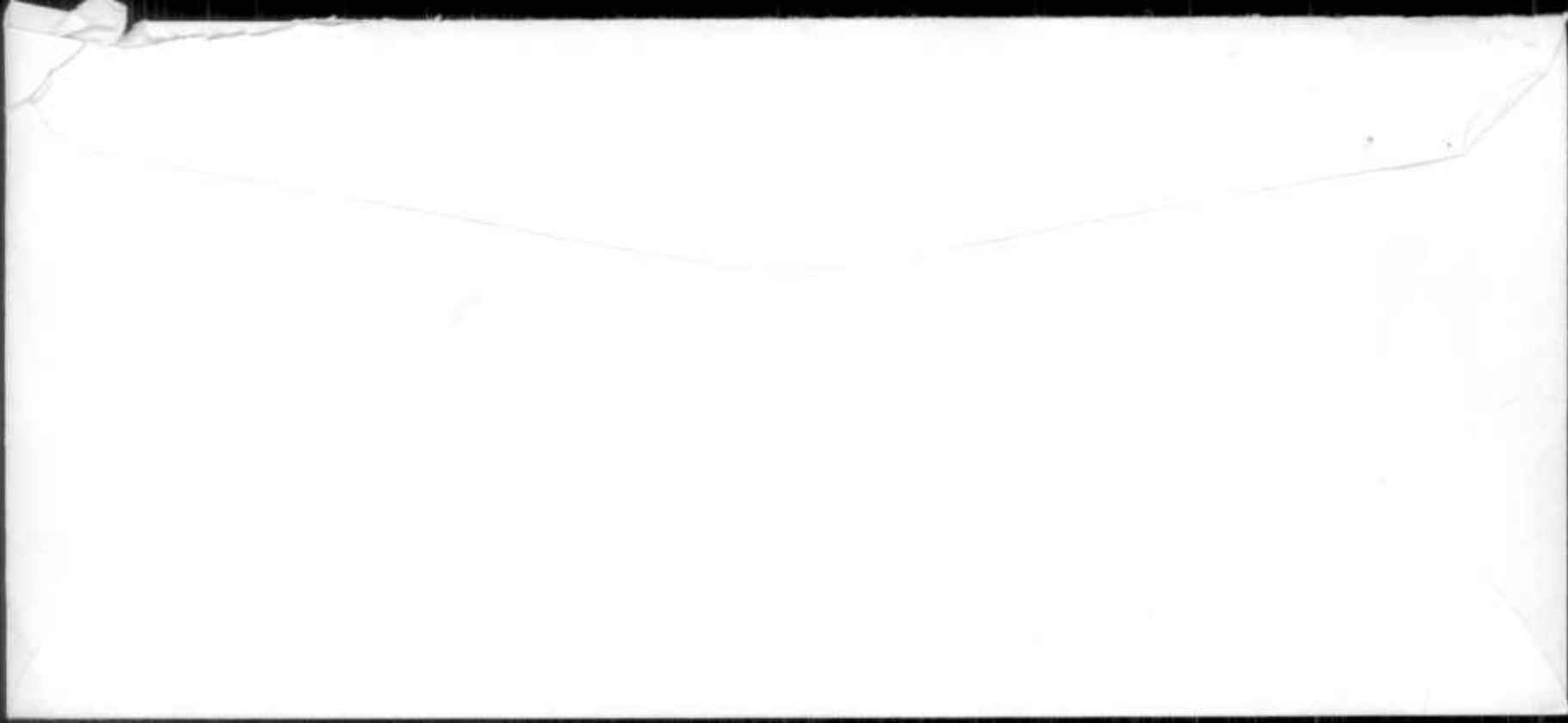
Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03





Charles County Government

Department of General Services

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Reporting Agency

Records Management Division

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Internal Auditor

7275 Waterloo Road (Rte. 175)

P.O. Box 275

Division or Unit

Jessup, Maryland 20794-0275

# CERTIFICATE OF RECORDS DISPOSAL

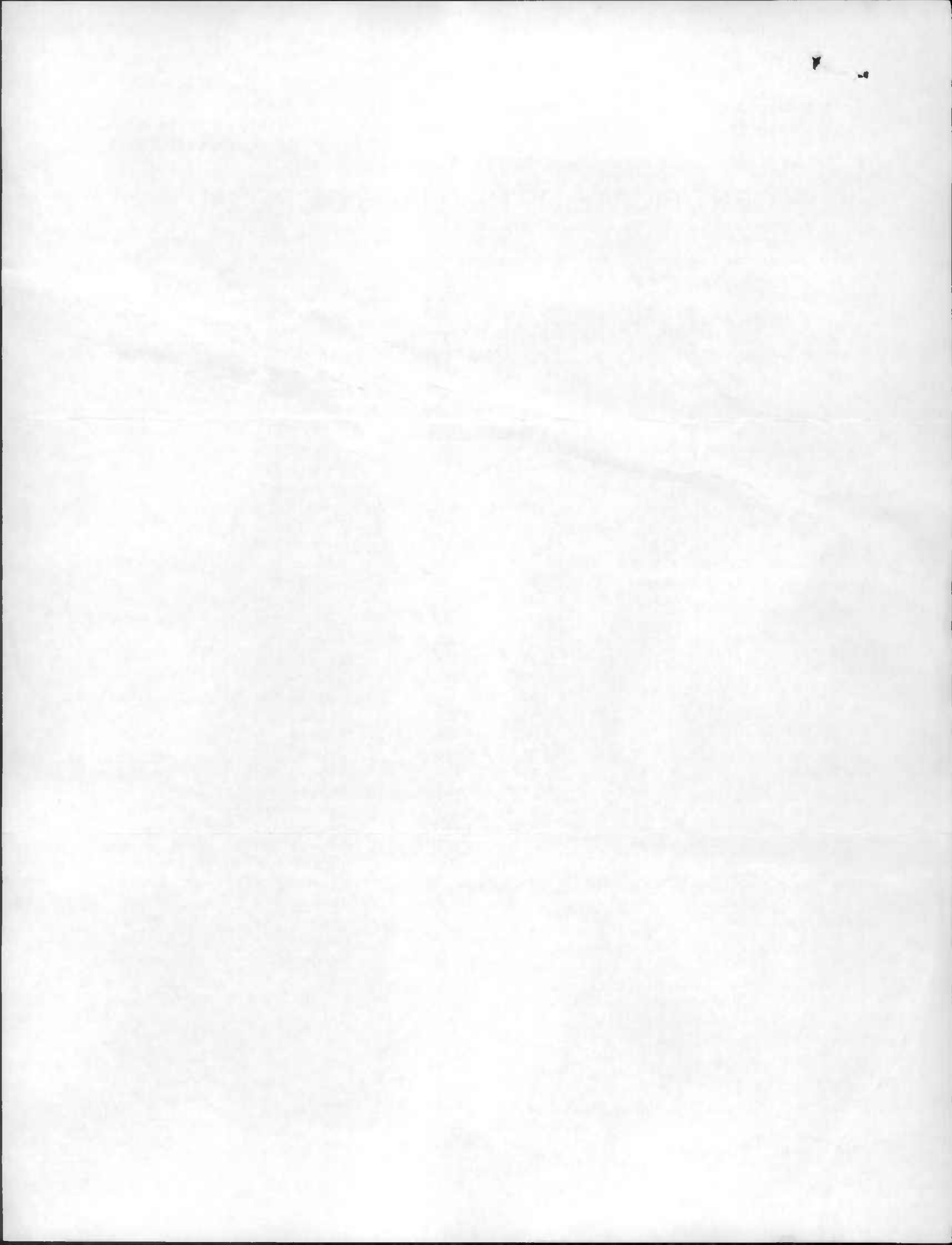
No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Investments Audit Files	C-836	9	1/1/1998-6/30/1998		October 2004	shredded
				7/1/1998-10/31/1998		October 2004	shredded
				11/1/1998-12/31/1998		October 2004	shredded
	Sheriff's Office Retirement Plan	C-836	7	10/1/1997-6/30-1998		October 2004	shredded
				7/1/1998-12/31/1998		October 2004	shredded
				1/1/1999-10/31/1999		October 2004	shredded
				11/1/1999-4/30/2000		October 2004	shredded
				5/1/2000-12/31/2000		October 2004	shredded
	CCG Retirement Plan	C-836	7	4/1/1999-11/30/1999		November 2004	shredded
				12/1/1999-5/31/2000		November 2004	shredded
				6/1/2000-2/28/2001		November 2004	shredded
				3/1/2001-8/31/2001		November 2004	shredded
	Quartermaster Inventory	C-836	11	06/28/2002		October 2004	shredded
	General Correspondence	C-836	1	1992, 1993		November 2004	shredded
	Permits & Inspection Contracts	C-836	11	1996, 1997		November 2004	shredded
	Position Control-Other CCG	C-836	6	12/31/1998-3/31/1999		November 2004	shredded
				4/1/1999-7/1/1999		November 2004	shredded
				2/23/2001-10/5/2001		November 2004	shredded
	Sheriff's Position Control	C-836	6	4/1/1999-12/31/1999		December 2004	shredded
				12/31/1999-7/28/2000		December 2004	shredded
				7/31/2000-1/31/2001		December 2004	shredded
				2/1/2001-7/31/2001		December 2004	shredded
				7/31/2001-2/22/2002		December 2004	shredded
				2/22/2002-8/13/2002		December 2004	shredded
				8/13/2002-2/28/2003		December 2004	shredded
	CCG Position Control	C-836	6	4/1/1999-7/16/1999		December 2004	shredded
				7/17/1999-10/31/1999		December 2004	shredded
				10/31/1999-1/31/2000		December 2004	shredded
				1/31/2000-7/31/2000		December 2004	shredded
				7/31/2000-1/31/2001		December 2004	shredded
				2/1/2001-7/31/2001		December 2004	shredded
	CCG 911 System Audit	C-836	5	FY 6/30/1999		December 2004	shredded
				FY 6/30/2000		December 2004	shredded
	Agricultural Transfer Tax	C-836	5	FY 1998		December 2004	shredded
				FY 1999		December 2004	shredded
				FY 2000		December 2004	shredded

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

*Maridel M. Thompson*  
Signature

Asst. Internal Auditor  
Title

12/28/2004  
Date




Charles County Gov't Reporting Agency	Department of General Services Records Management Division 7275 Waterloo Road. (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Permits Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No	Item No				
1	Plans on File	C-829	2	Not identifiable VARIOUS		9/6/02	Landfill
2	Commercial Const Plans	C-829	4	Not identifiable VARIOUS		9/6/02	Landfill

APR 17

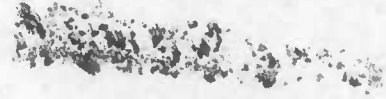
I hereby certify that the records listed above were disposed of as indicated.

  
 Signature
 

 Chief  
 Title
 

 9/19/02  
 Date

1000



APR 16 2003





CCG  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Mgmt Division  
7275 Waterloo Rd (Rte 175)  
P.O. Box 275  
Seasup, MD 20794-0275



FEB 5 2003



20794+0275





Charles County Govt.

Reporting Agency

Planning + Growth Management  
Permit Administration

Division or Unit

Department of General  
Services

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

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# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No	Item No				
9 Files	Time + Attendance	C-829	2	January, 1996 - December 1999	1 storage box	2/14/03	Shredded

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

Signature

Chief

Title

3/3/03  
Date

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
DENVER, COLORADO

FOR THE DIRECTOR, BUREAU OF LAND MANAGEMENT  
DENVER, COLORADO

MAR 10 2003

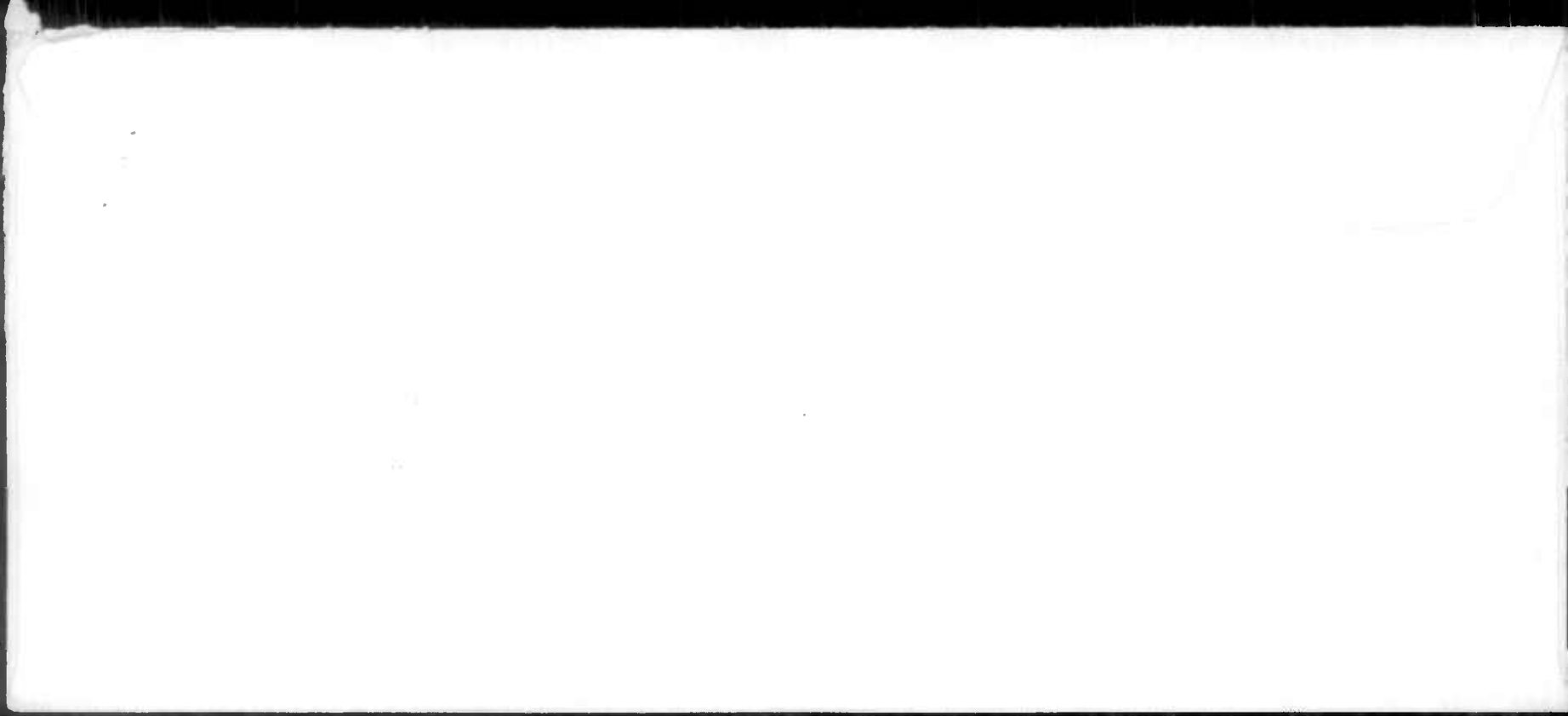
Charles County Government  
Fiscal Services/Accounting  
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La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03







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37

Planning & Growth Management
Reporting Agency
Administration
Division or Unit

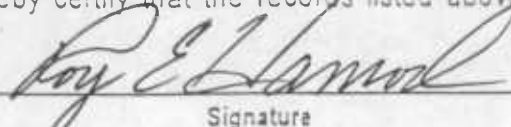
Department of General Services  
 Records Management Division  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

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# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No	Item No				
	Time and Attendance	C-829	2				
	Roy Hancock	C-829	2	2000		2-6-04	Shred
	Audrey Marshall	C-829	2	2000		2-6-04	Shred
	Joyce Schmidt	C-829	2	2000		2-6-04	Shred
	Glen Strobel	C-829	2	2000		2-6-04	Shred

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

  
 Signature

Director  
 Title

2/3/04  
 Date



FEB 5 04



Charles County


Planning & Growth Management	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
Reporting Agency		
Planning Department		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Zoning Certificates Sign Permits + Home Inspections	C-829	7				
	Automotive Intensive Care			86-21			
	Frank H. So Mel			85-124			
	Robert Shymansky			85-91			
	Capin Pastors			84-42			
	Bogansges			84-32			
	B+C Electronics			86-123			
	W. R. Blair			85-131			
	Beacon Records			85-119			
	David Hoffman			84-56			
	B+D Imports			84-61			
	Brown Printing			81-19			
	Fred Brown			84-47			
	Brown Printing			81-20			
	Besche Oil			84-35			
	Aqua Lavo			1977			
	P.S. Bowling + Co.			85-149			
	Glymont Auto			74-10			
	Al Dixon			78-11			
	Juniors Bullock			77-47			
	Burch Oil			77-50			
	Carl Baldus			85-45			
	Warren Bailey			72-28			
	Black Chic			85-46			
	Gelberg Signs			90-177			
	Kenny Signs			93-85			
	Metro Graphics			93-012			
	W.P. Gelberg, Inc.			93-001			
	Gelberg Signs			90-173			
	Besche Oil			87-98			
	Blessed Hope			87-44			
	Branch Electric			85-155			
	Branch Electric			85-155A			
	Besche Oil			91-86			
	Blue Dolphin Pools			89-17			
	CUS/People Drug			92-84			
	Deuders Supply			93-06			
	Melinda's Nail Center			93-03			
	Blue Lagoon Pools			93-02			D.T.

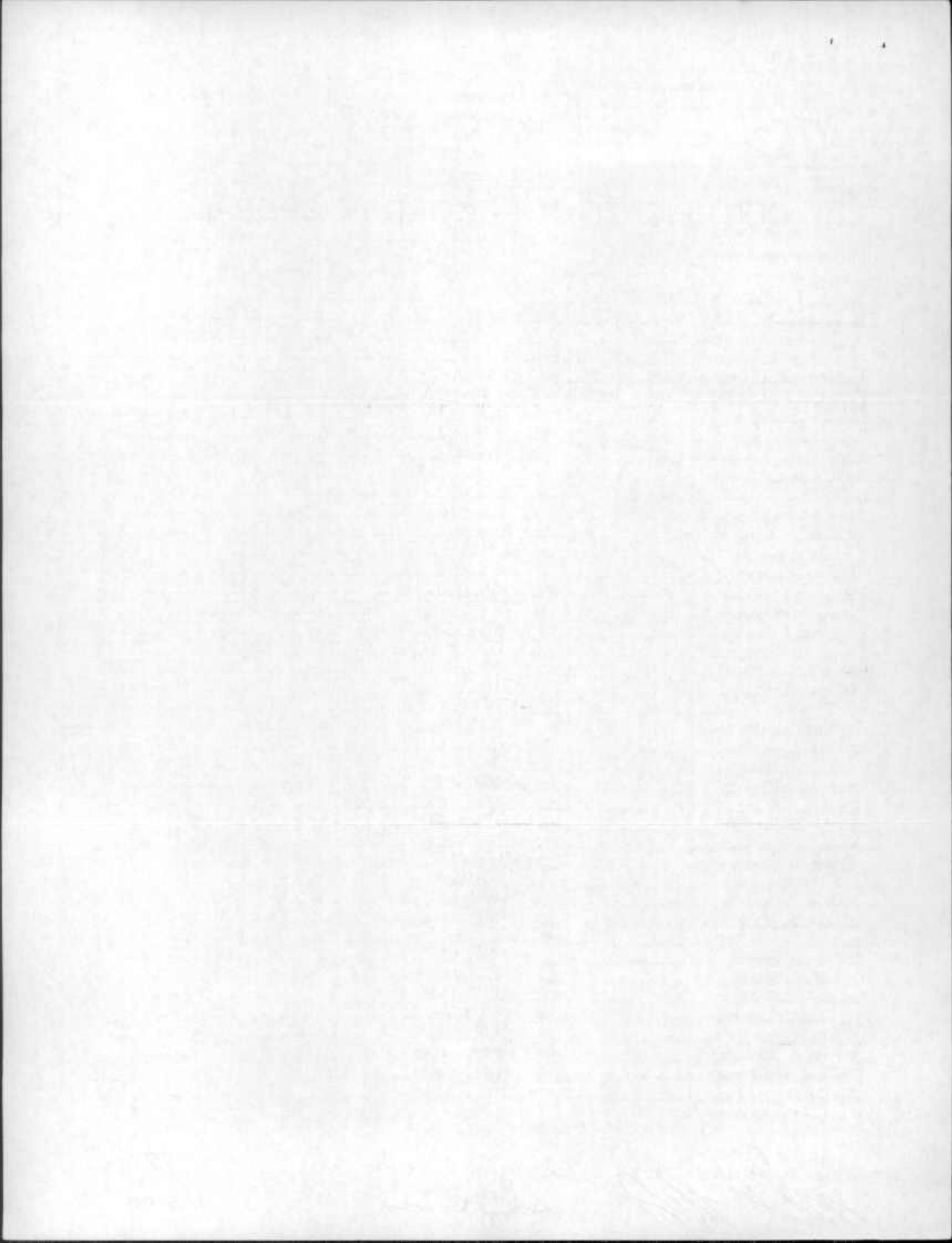
CC: Bill Deasey

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

  
Signature

Planning Director  
Title  
Acting Director

9/7/06  
Date  
9/8/06



Charles County Treasurer's Office

Reporting Agency

Division or Unit

Department of General Services

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

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# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Unpaid Tax Roll	C-826	21	04/11/1994	Lg Binder	06/20/2002	Recycle Bin
2	Unpaid Tax Roll	C-826	21	03/09/1994	Lg Binder	06/20/2002	Recycle Bin
3	Unpaid Tax Roll	C-826	21	12/02/1994	Lg Binder	06/20/2002	Recycle Bin
4	FF Billing Register & Update Bills	C-826	27	06/30/1994	Binder	06/20/2002	Recycle Bin

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



Signature

Charles County Treasurer  
Title

07/28/2003  
Date

UNITED STATES GOVERNMENT

FEDERAL BUREAU OF INVESTIGATION

REPORT NO.	DATE	TO	FROM	CHARACTER OF CASE	AGENCY

Blank reporting area for investigation details.

FORM NO. 204

REVISION 1-5-53

Stamp: JUL 18 1953

Handwritten: 60-18-705

Charles County Treasurer's Office

Department of General  
Services

Prepare in duplicate

Reporting Agency

Records Management Division  
7275 Waterloo Road (Rte. 175)

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

Division or Unit

P.O. Box 275  
Jessup, Maryland 20794-0275

# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Sheriffs ACH	C-826	8	5/97	Folder	07/16/2000	Dumpster
2	Nationsbank Trust Stmt	C-826	9	11/97 to 12/97	Folder	07/16/2000	Dumpster

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

  
Signature

Charles County Treasurer  
Title

07/28/2003  
Date

STATE OF CALIFORNIA  
 DEPARTMENT OF INDUSTRIAL RELATIONS  
**CERTIFICATE OF RECORDS DISPOSAL**

Case No.	Date	Description	Disposition	Remarks

  
 2011-01-03  




Charles County Treasurer's Office

Reporting Agency

Division or Unit

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

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

# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Section 8 Check Register	C-826	15	FY 99	1 Binder	04/09/2002	Dumpster
2	A/P Check Register	C-826	15	FY 99	1 Binder	04/09/2002	Dumpster
3	MIGLP Statements	C-826	11	98 Bond Funds	1 Binder	04/09/2002	Dumpster
4	MIGLP Statements	C-826	11	General Fund 5102801	1 Binder	04/09/2002	Dumpster
5	Bankers Trust Repo Collateral Reports	C-826	10	1/1/98 to 12/31/98	1 Binder	04/09/2002	Dumpster
6	First Union Custodian Statemen 21-5 Corp. Cert.	C-826	11	7/1/99 to 10/31/99	1 Binder	04/09/2002	Dumpster
7	Check Log	C-826	12		1 Binder	04/09/2002	Dumpster
8	Stop Payment Info.	C-826	6	FY 00	Folder	04/09/2002	Dumpster

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

  
Signature

Charles County Treasurer  
Title

07/28/2003  
Date

NOV 31 -03



CERTIFICATE OF RECORDS DEPOSIT

CLASS OF

DATE OF DEPOSIT

RECORDS DEPOSITED

JUL 21-03

Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03





Charles County Treasurer's Office

Reporting Agency

Division or Unit

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

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

# CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Bankruptcy	C-826	37	FY 1996 - 2001	1 box	12/01/2004	Recycle Bin

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

*Jerome E. Paulsen*  
Signature

Charles County Treasurer  
Title

12/01/2004  
Date

DEC 3 2004



Charles County Gov  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646

20794+0275



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

QUALITY PARK  
11117



100% PCC

Charles County Treasurer's Office

Department of General  
Services

Prepare in duplicate

Reporting Agency

Records Management Division  
7275 Waterloo Road (Rte. 175)  
P.O. Box 275  
Jessup, Maryland 20794-0275Retain one (1) copy and forward  
original to address at left.

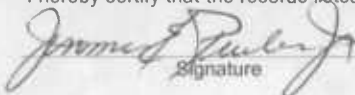
Division or Unit

## CERTIFICATE OF RECORDS DISPOSAL

Box  
#

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1-6	1 Correspondence	C-826	1	FY 01	1 Box	09/22/2003	Dumpster
1-7	2 Correspondence	C-826	1	1/2/02 - 6/30/02	1 Box	09/22/2003	Dumpster
1-9	3 Correspondence	C-826	1	7/1/01 - 12/28/01	1 Box	09/22/2003	Dumpster
3-3	4 Leave Records	C-826	3	FY 99	1 Box	11/25/2003	Shredded
	5 Leave Records	C-826	3	FY 00	1 Box	11/25/2003	Shredded
5-7	6 Deposit Slips	C-826	5	6/1/98-8/32/98	1 Env. Box	11/25/2003	Shredded
5-8	7 Deposit Slips	C-826	5	9/1/98-11/30/98	1 Env. Box	11/25/2003	Shredded
5-9	8 Deposit Slips	C-826	5	12/1/98-3/31/99	1 Env. Box	11/25/2003	Shredded
5-10	9 Deposit Slips	C-826	5	4/1/99-6/30/99	1 Env. Box	11/25/2003	Shredded
5-11	10 Deposit Slips	C-826	5	7/1/99-8/31/99	1 Env. Box	11/25/2003	Shredded
5-12	11 Deposit Slips	C-826	5	9/1/99-11/30/99	1 Env. Box	11/25/2003	Shredded
5-13	12 Deposit Slips	C-826	5	12/1/99-3/31/00	1 Env. Box	11/25/2003	Shredded
5-14	13 Deposit Slips	C-826	5	4/1/0-6/30/00	1 Env. Box	11/25/2003	Shredded
18-2	14 Utility Bills & AR	C-826	18	7/1/98-9/18/98	1 Box	09/22/2003	Dumpster
18-3	15 Utility Bills & AR	C-826	18	9/21/98-12/3/98	1 Box	09/22/2003	Dumpster
18-23	16 Utility Bills & AR	C-826	18	12/4/98-2/8/99	1 Box	09/22/2003	Dumpster
18-24	17 Utility Bills & AR	C-826	18	2/9/99-4/16/99	1 Box	09/22/2003	Dumpster
18-25	18 Utility Bills & AR	C-826	18	4/19/99-6/30/99	1 Box	09/22/2003	Dumpster
18-26	19 Utility Bills & AR	C-826	18	7/1/99-9/17/99	1 Box	09/22/2003	Dumpster
18-27	20 Utility Bills & AR	C-826	18	9/20/99-11/30/99	1 Box	09/22/2003	Dumpster
18-28	21 Utility Bills & AR	C-826	18	12/1/99-2/17/00	1 Box	09/22/2003	Dumpster
18-29	22 Utility Bills & AR	C-826	18	2/18/00-4/28/00	1 Box	09/22/2003	Dumpster
18-30	23 Utility Bills & AR	C-826	18	5/1/00-7/13/00	1 Box	09/22/2003	Dumpster
21-6	24 Property Tax Rolls	C-826	21	FY 99	1 Box	09/22/2003	Dumpster
21-7	25 Property Tax Rolls	C-826	21	FY 00	1 Box	09/22/2003	Dumpster
24-1	26 Property Transfers (1-6)	C-826	24	1/97 - 12/31/97	1 Box	09/22/2003	Dumpster
24-2	27 Property Transfers (7-10)	C-826	24	1/97 - 12/31/97	1 Box	09/22/2003	Dumpster
24-3	28 Property Transfers (7-10)	C-826	24	1996	1 Box	09/22/2003	Dumpster
24-5	29 Property Transfers (1-6)	C-826	24	1996	1 Box	09/22/2003	Dumpster
24-9	30 Property Transfers (1-10)	C-826	24	1/1/98 - 6/30/98	1 Box	09/22/2003	Dumpster
25-1	31 Release of Liens	C-826	25	FY 1996-2001	1 Box	09/22/2003	Recycle Bin
26-8	32 Mass Billing Instructions	C-826	26	FY 99	1 Box	09/22/2003	Dumpster
26-9	33 Mass Billing/Payment	C-826	26	FY 00	1 Box	09/22/2003	Dumpster
28-4	34 Assessable Base	C-826	28	FY 00	1 Box	09/22/2003	Dumpster
28-5	35 Assessable Base	C-826	28	FY 01	1 Box	09/22/2003	Dumpster
30-4	36 Tax Sale Files, Gen Info, Aucti	C-826	30	Levy yr 1995-96 & 1996-97	1 Box	09/22/2003	Dumpster
32-2	37 State Tax Reports	C-826	32	1995-96 & 1996-97	1 Box	09/22/2003	Dumpster
32-6	38 State Tax Reports	C-826	32	1993 - 1998	1 Box	09/22/2003	Dumpster
34-6	39 Paid Refunds	C-826	34	Levy yr 1997/98	1 Box	09/22/2003	Dumpster
34-7	40 Paid Refunds	C-826	34	Levy yr 1998/99	1 Box	09/22/2003	Dumpster
35-3	41 Payment Allocation	C-826	35	8/96 - 9/20/96	1 Box	09/22/2003	Dumpster
35-4	42 Payment Allocation	C-826	35	9/23/96 - 10/31/96	1 Box	09/22/2003	Dumpster
35-7	43 Payment Allocation	C-826	35	7/1/96 - 7/31/96	1 Box	09/22/2003	Dumpster
35-8	44 Payment Allocation	C-826	35	8/19/97 - 9/24/97	1 Box	09/22/2003	Dumpster
35-9	45 Payment Allocation	C-826	35	9/25/97 - 11/30/97	1 Box	09/22/2003	Dumpster
35-10	46 Payment Allocation	C-826	35	12/01/97 - 6/30/98	1 Box	09/22/2003	Dumpster
35-11	47 Payment Allocation	C-826	35	7/1/97 - 8/18/97	1 Box	09/22/2003	Dumpster
35-18	48 Payment Allocation	C-826	35	11/96 - 1/97	1 Box	09/22/2003	Dumpster
35-22	49 Payment Allocation	C-826	35	2/97 - 6/97	1 Box	09/22/2003	Dumpster
35-30	50 Payment Edit Detail	C-826	35	9/28/1995	1 Binder	09/22/2003	Dumpster
37-2	51 Bankruptcy	C-826	37	1994 - 1997	1 Box	09/22/2003	Dumpster
37-3	52 Bankruptcy	C-826	37	1979 to 1999	1 Box	09/22/2003	Dumpster
37-4	53 Bankruptcy	C-826	37	1997-2001	1 Box	09/22/2003	Dumpster
37-5	54 Bankruptcy	C-826	37	1990-1997	1 Box	09/22/2003	Dumpster
39-11	55 Paid Tax Receipts	C-826	39	7/1/98 - 9/28/98	1 Box	09/22/2003	Dumpster
39-12	56 Paid Tax Receipts	C-826	39	9/29/98 - 6/30/99	1 Box	09/22/2003	Dumpster
39-13	57 Paid Tax Receipts	C-826	39	7/1/99 - 10/21/99	1 Box	09/22/2003	Dumpster
39-14	58 Paid Tax Receipts	C-826	39	10/22/99 - 12/30/99	1 Box	09/22/2003	Dumpster
39-15	59 Paid Tax Receipts	C-826	39	1/3/00 - 4/19/00	1 Box	09/22/2003	Dumpster
39-16	60 Paid Tax Receipts	C-826	39	4/20/00 - 9/25/00	1 Box	09/22/2003	Dumpster
39-17	61 Paid Tax Receipts	C-826	39	9/26/00 - 12/29/00	1 Box	09/22/2003	Dumpster

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


  
Signature
Charles County Treasurer  
Title11/25/2003  
Date

~~XXXXXXXXXXXXXXXXXXXX~~  
DEC 01 - 03

~~XXXXXXXXXXXXXXXXXXXX~~



Frederick E. Davis  
Sheriff

# Office of the Sheriff

Charles County, Maryland

Headquarters  
6915 Crain Hwy - P.O. Box 189  
La Plata, Maryland 20646-0189  
301-609-6400



An Internationally  
Accredited Agency

September 16, 2003

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

RE: Certificates of Records Disposal

1265

Dear Mr. Lopez,

Attached are Certificates of Records Disposal, one from the Charles County Sheriff's Office and one from the Charles County Sheriff's Office Detention Center. The items listed were destroyed on 09/10/03 via shredding. The Retention Schedule C-981 was used for this disposal.

If you have any questions regarding this notice or the attached Certificates of Records Disposal, please contact me at 301-609-6411.

Sincerely,

Lieutenant Michael S. Klotz  
Commander, Records Management  
Custodian of Records



SEP 22 2003



cc: File



CHARLES G. SHERIFF'S OFFICE

Department of General Services

Prepare in duplicate

Reporting Agency

Records Management Division

7275 Waterloo Road (Rte. 175)

P.O. Box 275

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

RECORDS MANAGEMENT SECTION

Division or Unit

Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

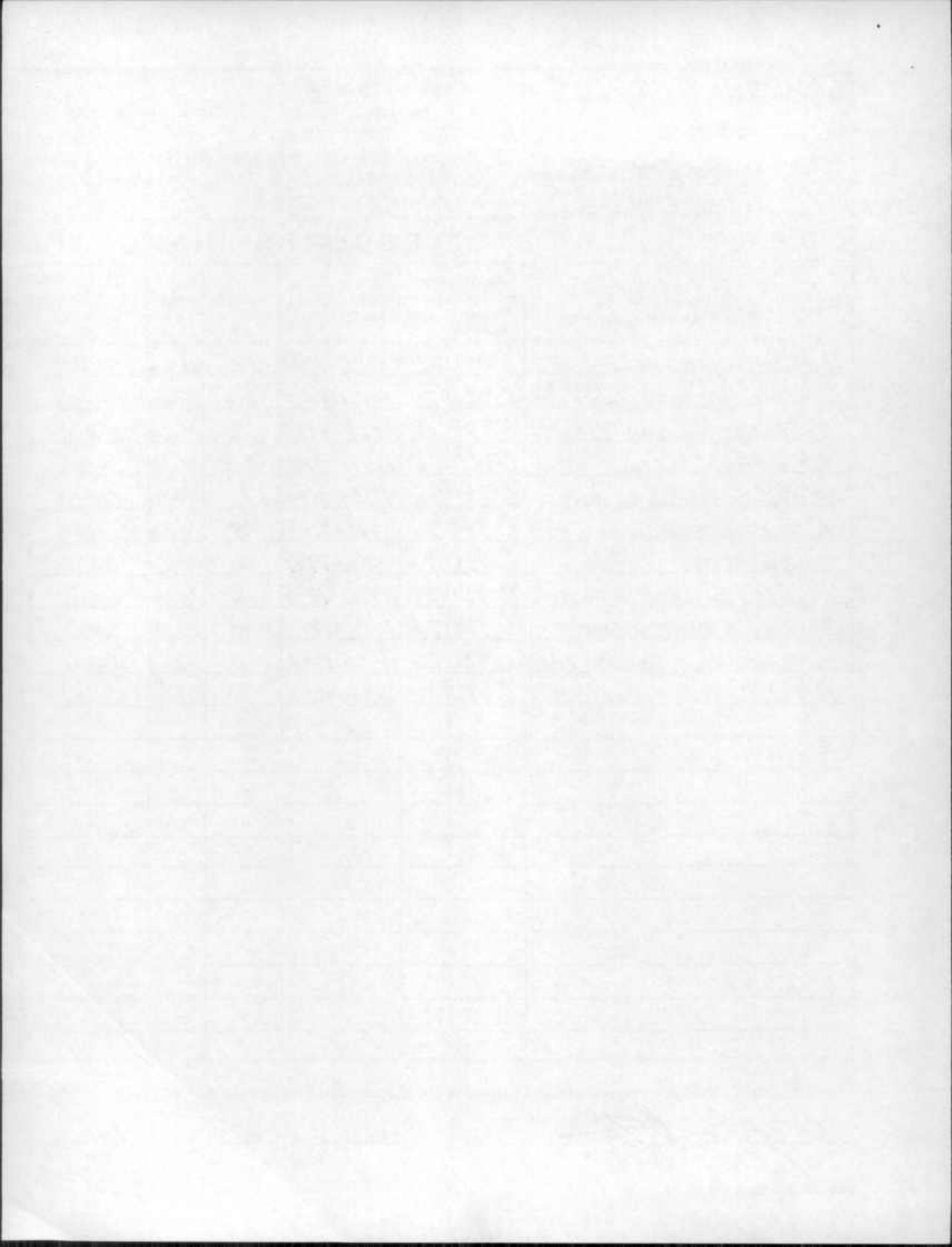
No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	EXPUNGEMENT RECORDS	C 981	7e	1986-1999	12	09/10/03	SHRED
2	INCIDENT REPORTS/ <sup>HISTORY</sup> INDEX CARDS	C 981	7a	PRE 1994	16	09/10/03	SHRED
3	TRAFFIC ACCIDENT REPORTS	C 981	7b	1969-1995	6	09/10/03	SHRED
4	TRAFFIC CITATIONS	C 981	7f	1987-1999	3.5	09/10/03	SHRED
5	COUNTY PARKING CITATIONS	C 981	7g	1996-1999	1	09/10/03	SHRED
6	TRAFFIC WARNINGS	C 981	7i	1996-2001	3	09/10/03	SHRED
7	SERO	C 981	7j	1996-1999	2	09/10/03	SHRED
8	FIELD INCIDENT REPORTS	C 981	7h	1996-1999	2	09/10/03	SHRED
9	CLOSED DWI REPORTS	C 981	7k	1984-1994	4	09/10/03	SHRED
10	CLOSED DWI REPORTS (CRASH)	C 981	7k	1986-1997	1	09/10/03	SHRED
11	U. C. R. REPORT/STATS	C 981	1c	1993-1999	1	09/10/03	SHRED

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

LT Michael [Signature]  
Signature

Custodian of Records  
Title

09/11/03  
Date



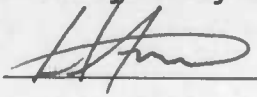



	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		
<i>Charles County Detention Center</i>		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Court Records	C-981	9a	1996	10.8cf	9/10/03	Shredded
2	Disciplinary Actions	C-981	9b	1996	7.2cf	9/10/03	Shredded
3	Cash & Property Records	C-981	9c	1996	3.6cf	9/10/03	Shredded
4	Program participation	C-981	9d	1996	1.8cf	9/10/03	Shredded
5	Intake, Inmate request	C-981	9e	1996	3.6cf	9/10/03	Shredded
6	Medical records	C-981	9f	89-90-96	11.2cf	9/10/03	Shredded
7	Miscellaneous	C-981	9g	1996	2.8cf	9/10/03	Shredded
8	Fiscal Records	C-981	5	1993-2000	34cf	9/10/03	Shredded

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



Commander Central Processing
9/15/03  
 Signature Title Date

Charles County, Md.

1	County Records	1800	to	1810	100
2	County Records	1810	to	1820	100
3	County Records	1820	to	1830	100
4	County Records	1830	to	1840	100
5	County Records	1840	to	1850	100
6	County Records	1850	to	1860	100
7	County Records	1860	to	1870	100
8	County Records	1870	to	1880	100

Recorded with Henry Jones

[Signature]



SHRED-IT.....DC METRO AREA  
850 EAST GUDE DRIVE SUITE H  
ROCKVILLE, MD 20850  
PHONE 301-315-0070

CERTIFICATE REFERS TO INVOICE NO.: 32125842

DATE: 9/10/03

PURGE

PLEASE PAY PER THIS INVOICE !!

SERVICE LOCATION:  
CHARLES COUNTY SHERIFF OFFICE  
6915 CRAIN HIGHWAY  
LA PLATA, MD 20646

BILLED TO:

## CERTIFICATE OF DESTRUCTION

This certificate is to certify that Shred-it destroyed confidential information on-site for the above mentioned company by

TRUCK NO.: 372

TRUCK NO.:

TOTAL TIME 1.5 HRS. 2 MIN. 45

MOBILE CUSTOMER SERVICE REP.: *[Signature]*

CLIENT *[Signature]*



WE RECYCLE



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH  
SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO 0 TREES.

THANK YOU FOR YOUR BUSINESS

### ENVIRONMENTAL IMPACT

Shred-it is committed to helping save the environment. All shredded material that is recyclable is brought to a recycling centre to be processed into recycled paper products.

### MISSION STATEMENT

Shred-it is dedicated to being the World's leading Mobile Shredding and Recycling Company. We will achieve this goal on the strengths of our people. Shred-it will consistently deliver the greatest security, cost-effectiveness, convenience and environmentally-friendly service available. We will earn a fair return on the investment in our systems, our equipment and our people. Above all, we will earn the confidence of our clients through a continued commitment to total customer satisfaction.



SECURING YOUR OFFICE AND THE ENVIRONMENT



PRINTED ON RECYCLED PAPER

SEP 22 2003



*Frederick E. Davis*  
Sheriff

# Office of the Sheriff

Charles County, Maryland

Headquarters  
6915 Crain Hwy - P.O. Box 189  
La Plata, Maryland 20646-0189  
301-609-6400



An Internationally  
Accredited Agency

March 12, 2004

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

RE: Certificates of Records Disposal

Dear Mr. Lopez,

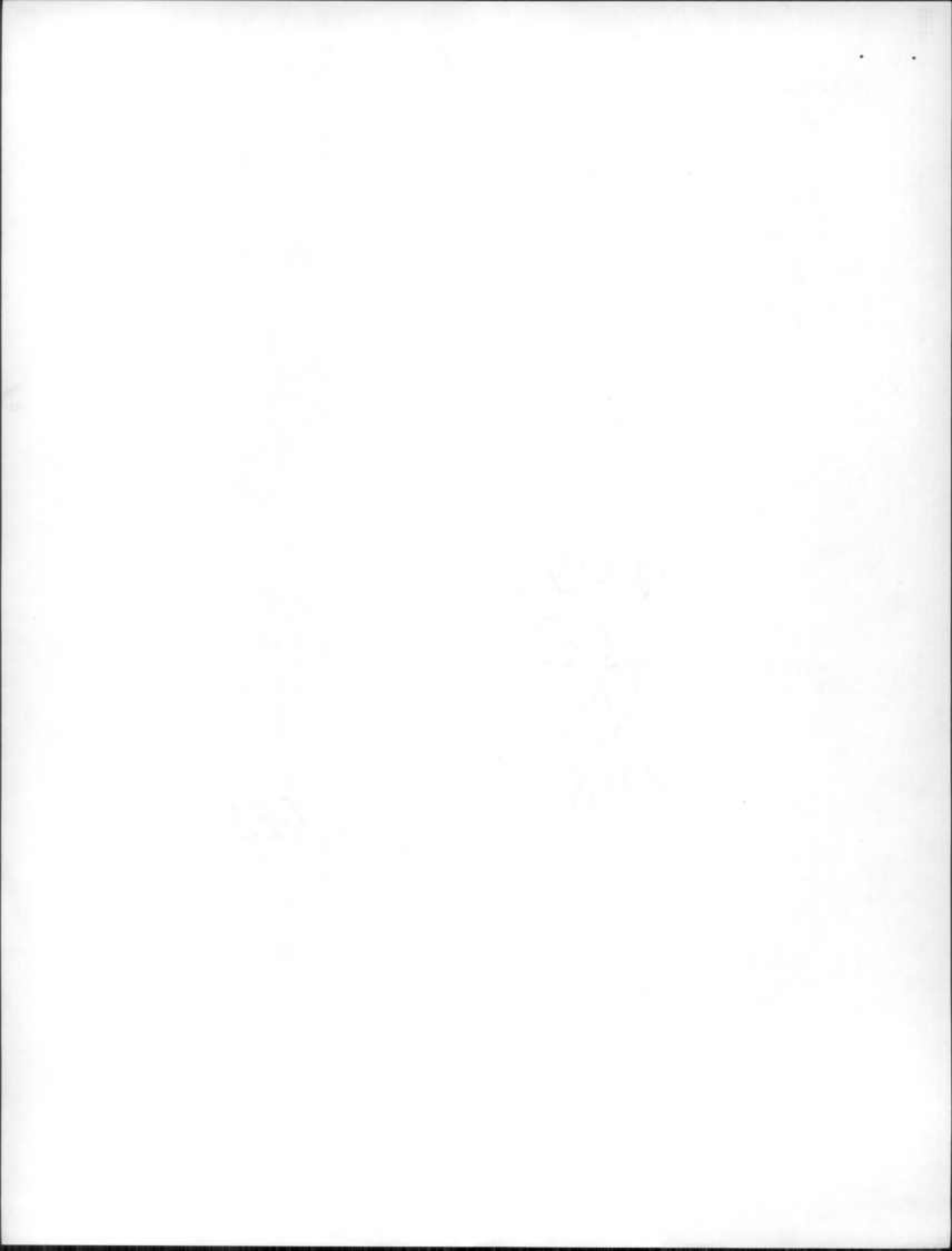
Attached are Certificates of Records Disposal from the Charles County Sheriff's Office. The documents listed were destroyed by shredding on 03/08/04. The Retention Schedule C-981 was used for this disposal.

If you have any questions regarding this memo, please contact me at 301-609-6411.

Sincerely,

  
Lieutenant Michael S. Klotz  
Commander, Records Management  
Custodian of Records

cc: FILE



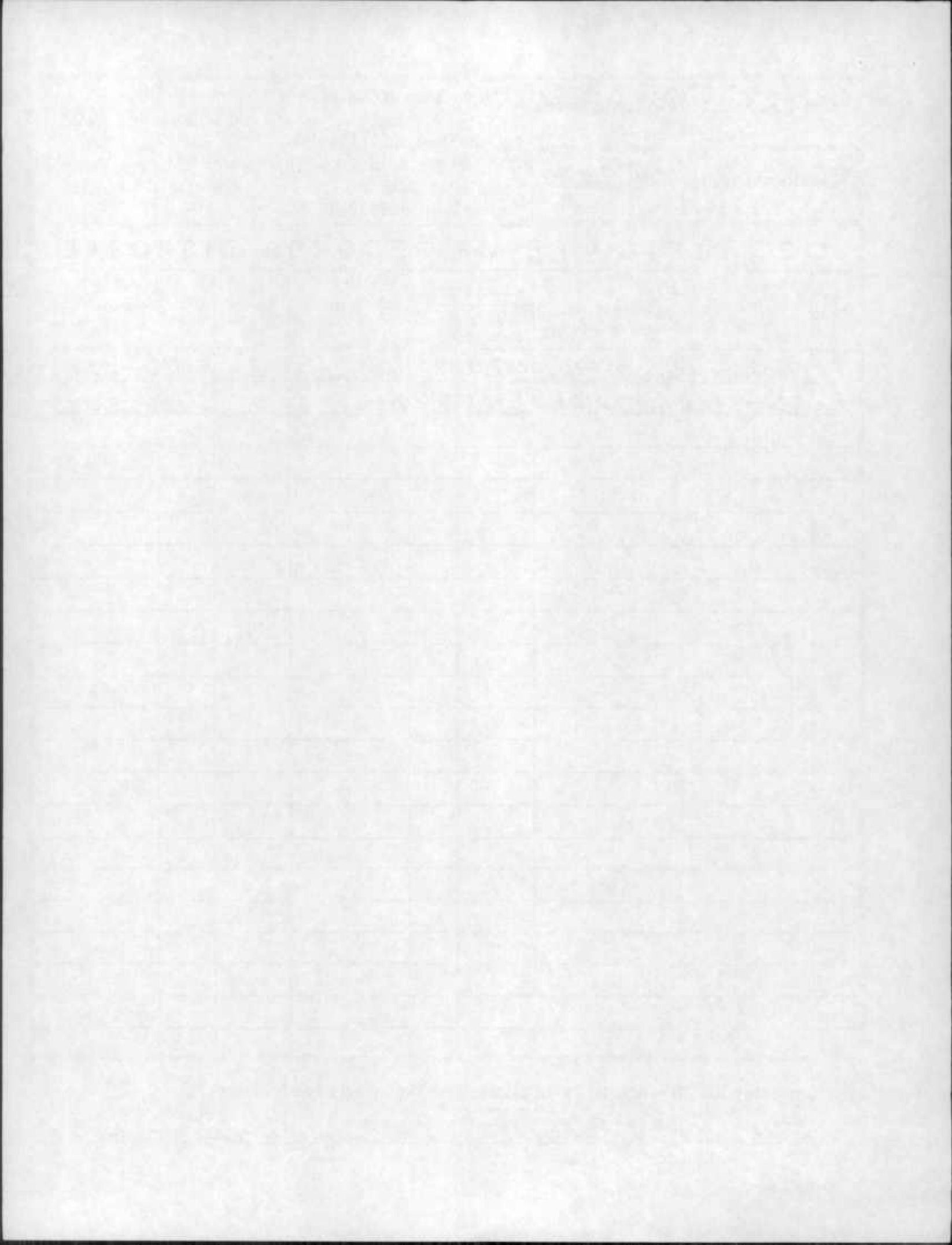
<i>CHARLES C. SHERIFF'S OFFICE</i>	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		
<i>RECORDS MANAGEMENT SECTION</i>		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
<i>1</i>	<i>TRAFFIC ACCIDENT REPORTS</i>	<i>C 981</i>	<i>76</i>	<i>1995-2003</i>	<i>2</i>	<i>3/08/04</i>	<i>SHRED</i>
<i>2</i>	<i>CLOSED DWI/DUI REPORTS</i>	<i>C 981</i>	<i>7K</i>	<i>1987-1998</i>	<i>2</i>	<i>3/08/04</i>	<i>SHRED</i>

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

*LT Michael A. [Signature]* *178 Custodian of Records* *03/08/04*  
 Signature Title Date



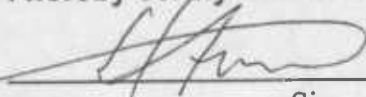


	<b>Department of General Services</b>	Prepare in duplicate
Reporting Agency	Records Management Division	Retain one (1) copy and forward original to address at left
<i>Charles County Detention Center</i>	7275 Waterloo Road (Rte. 175)	
Division or Unit	P.O. Box 275 Jessup, Maryland 20794-0275	

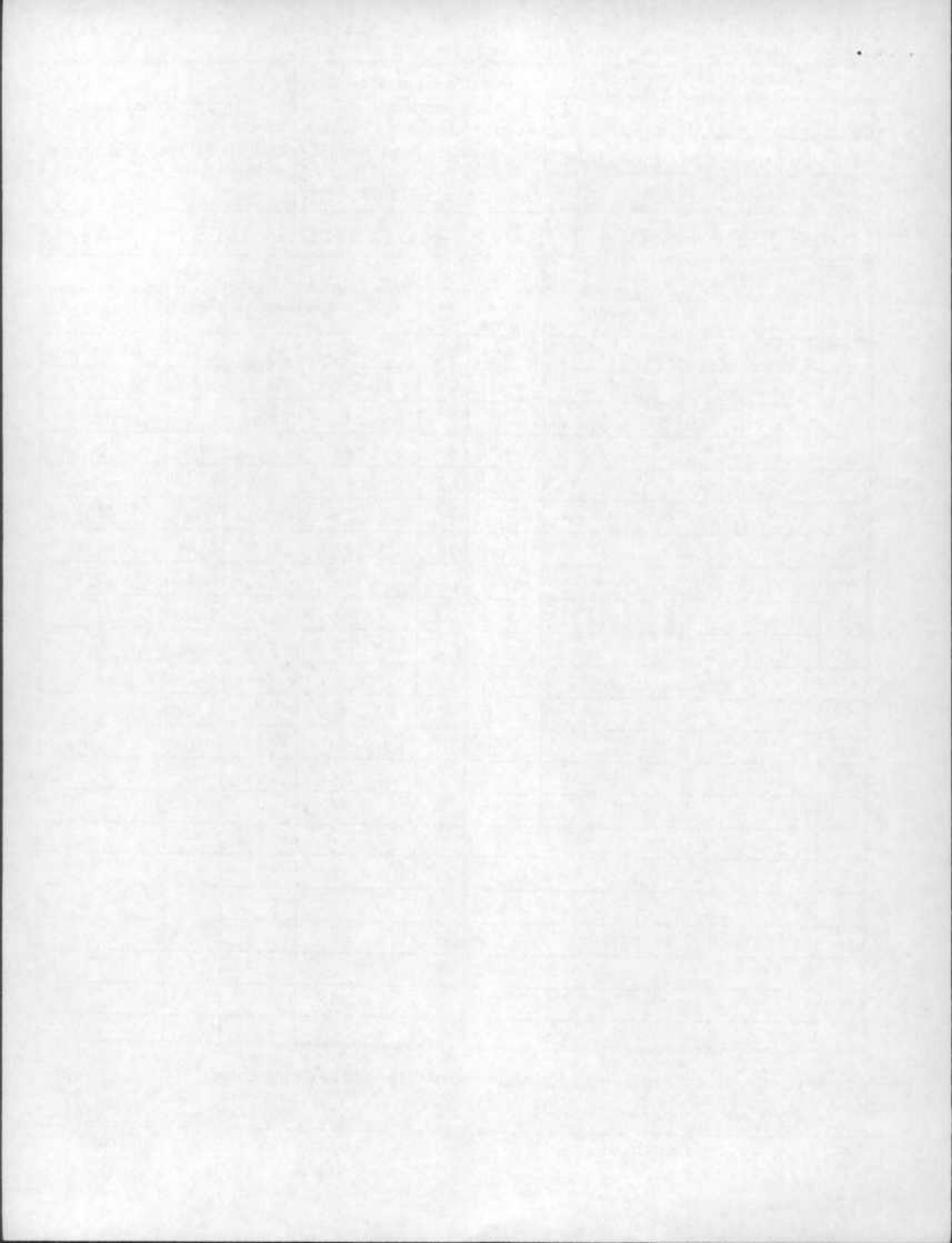
## C E R T I F I C A T E   O F   R E C O R D S   D I S P O S A L

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	Court Records	C-981	9a	2001	23CF	3/8/04	Shredded
2	Disciplinary actions	C-981	9b	2001	14CF	3/8/04	Shredded
3	Cash & Property Receipts	C-981	9c	2001	7CF	3/8/04	Shredded
4	Program participation	C-981	9d	2001	3.5CF	3/8/04	Shredded
5	Intake, Inmate Request	C-981	9e	2001	7CF	3/8/04	Shredded
6	Medical Records	C-981	9f	2001	14CF	3/8/04	Shredded
7	Miscellaneous	C-981	9g	2001	3.5CF	3/8/04	Shredded
8	Audit Reports	C-981	1a	98	12 CF	3/8/04	Shredded
9	Program W/R Records	C-981	9d	94-97	2CF	3/8/04	Shredded
10	Tracking Records	C-981	1m	94-97	16CF	3/8/04	Shredded
11	Vehicle Records	C-981	8c	96	4CF	3/8/04	Shredded
12	fiscal Records - <sup>Commissary</sup> Bank Info	C-981	5	94-98	9CF	3/8/04	Shredded
13	Admin Records	C-981	1	98-200	4CF	3/8/04	Shredded

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


*Commander Central Processing*
*3/10/04*

Signature
Title
Date



CERTIFICATE REFERS TO INVOICE NO.:

32149953

DATE:

3/08/04

CALL-IN



SHRED-IT.....DC METRO AREA  
850 EAST GUDE DRIVE SUITE H  
ROCKVILLE, MD 20850  
PHONE 301-315-0070

PLEASE PAY PER THIS INVOICE !!

SERVICE LOCATION:

CHARLES COUNTY SHERIFF OFFICE  
6915 CRAIN HIGHWAY  
LA PLATA, MD 20647

BILLED TO:

# CERTIFICATE OF DESTRUCTION

This certificate is to certify that Shred-it destroyed confidential information on-site for the above mentioned company by

TRUCK NO.: 769

TRUCK NO.: /

TOTAL TIME 132 HRS. 02 MIN. 12

MOBILE CUSTOMER SERVICE REP.: KW/Anthony

CLIENT: [Signature]



WE RECYCLE



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO 0 TREES.

THANK YOU FOR YOUR BUSINESS

### ENVIRONMENTAL IMPACT

Shred-it is committed to helping save the environment. All shredded material that is recyclable is brought to a recycling centre to be processed into recycled paper products.

## MISSION STATEMENT

Shred-it is dedicated to being the World's leading Mobile Shredding and Recycling Company. We will achieve this goal on the strengths of our people. Shred-it will consistently deliver the greatest security, cost-effectiveness, convenience and environmentally-friendly service available. We will earn a fair return on the investment in our systems, our equipment and our people. Above all, we will earn the confidence of our clients through a continued commitment to total customer satisfaction.



SECURING YOUR OFFICE AND THE ENVIRONMENT



~~CONFIDENTIAL~~

MAR 16

~~CONFIDENTIAL~~

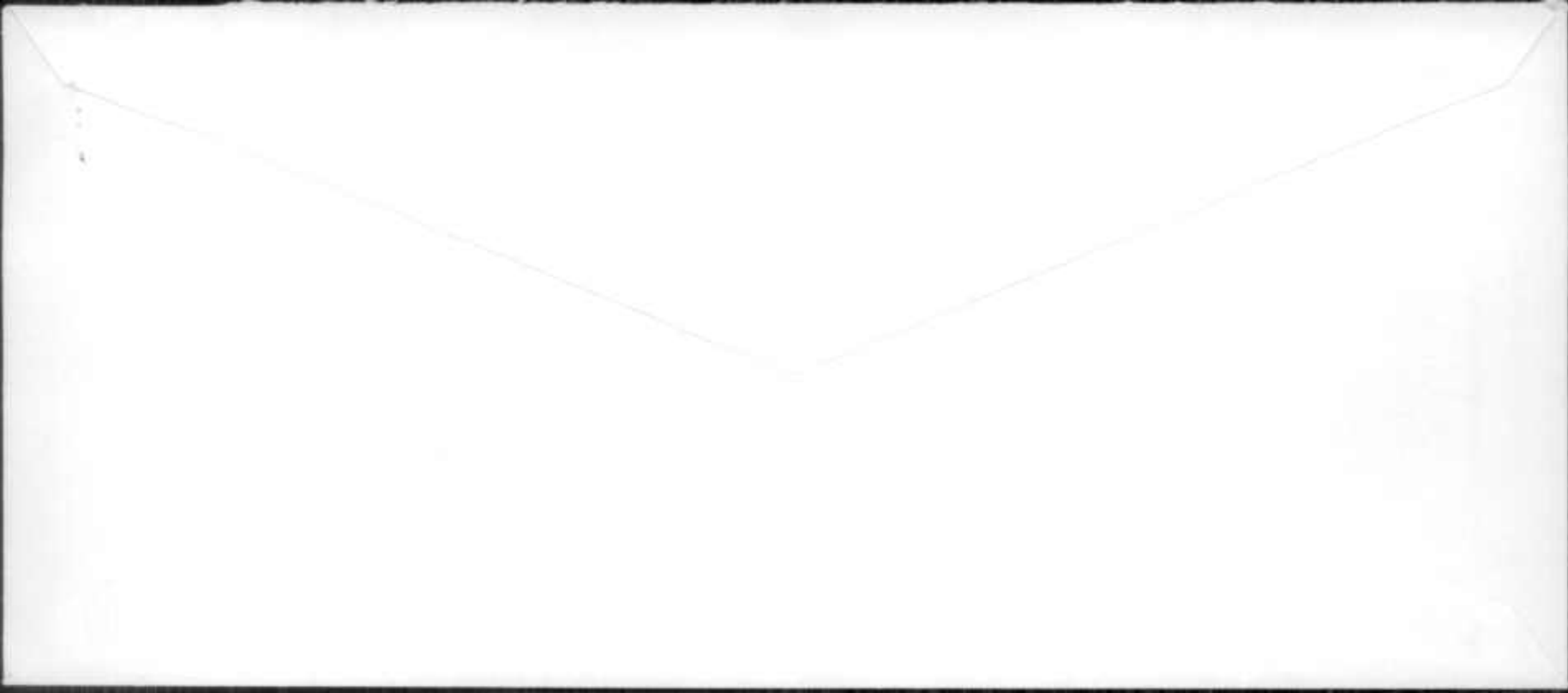
Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03



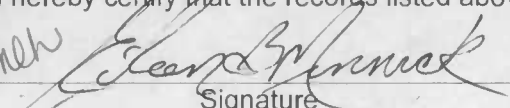


Department of Community Services	Department of General Services	Prepare in duplicate
Reporting Agency	Records Management Division	Retain one (1) copy and forward original to address at left.
Recreation	7275 Waterloo Road (Rte. 175)	
Division or Unit	P.O. Box 275 Jessup, Maryland 20794-0275	

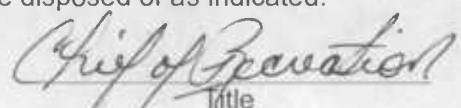
## CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
1	3 on 3 Basketball Tournament	C-832	Rec-2	1998		02/04/2003	Trash
2	Round Robin Tournament	C-832	Rec-2	1997		02/04/2003	Trash
3	Pools General Information	C-832	Rec-2	1999		02/04/2003	Trash
4	Pools Revenue/Debts Logs	C-832	Rec-2	1999		02/04/2003	Trash
5	CBI General Information			1986-1999		02/04/2003	Trash
6	Camp Application Forms	C-832	Rec-2	1999		02/04/2003	Trash
7	Employee Fitness Program	C-832	Rec-2	1989		02/04/2003	Trash
8	Health Club	C-832	Rec-2	1991-1997		02/04/2003	Trash
9	Job Descriptions			1994-1999		02/04/2003	Trash
10	Recreation Policies/Procedure	C-832	Rec-2	1987-1996		02/04/2003	Trash
11	Work Permits	C-832	4	1990-1999		02/04/2003	Shredded
12	Challenger Camp Registrations	C-832	Rec-2	1999		02/04/2003	Trash
13	FY96 Budget Expenditures	C-832	5	1995-1996	1 box	02/04/2003	Trash
14	Fuel Usage Logs			1990-1994		02/04/2003	Trash
15	Budget Transfers	C-832	5	1990-1994		02/04/2003	Trash
16	P/T Employee Time Sheets	C-832	2	1995-1999	1 box	02/05/2003	Shredded
17	Sports League Registrations	C-832	Rec-2	1997	1 box	02/05/2003	Trash
19	Deposits to Treasurer's Office			1997	1 box	02/05/2003	Trash
21	Deposits to Treasurer's Office			1995		02/06/2003	Trash
22	Discount Ticket Corresp.	C-832	1	1999		02/05/2003	Trash
23	Salary Allocation Corresp.	C-832	5	1996		02/05/2003	Trash
24	DCS Budget - Positions	C-832	5	1996		02/05/2003	Shredded
25	DCS Budget Expense Wkshts	C-832	5	1996		02/05/2003	Trash
26	School Facility Usage Forms			1993-1998	1 box	02/05/2003	Trash
27	FY99 Budget Expenditures	C-832	5	1993-1999	1 box	02/06/2003	Trash
28	Sports RECWARE Rosters	C-832	Rec-2	1999	1 box	02/06/2003	Trash
29	Coach Applications	C-832	Rec-2	1999		02/05/2003	Trash
30	Read File - Correspondence	C-832	1	1993-1999		02/06/2003	Trash
31	Recreation Correspondence	C-832	1	1999		02/06/2003	Trash

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

*meu* 

Signature



Chief of Recreation  
Title

*2/20/03*

Date

FEB 27 2003

FEB 26 2003



VICTIM/WITNESS INFORMATION . . . (301) 932-3360

CIRCUIT COURT DIVISION

Criminal . . . . . (301) 932-3363

Juvenile . . . . . (301) 932-3364

Child Support . . . . . (301) 932-3355



DISTRICT COURT DIVISION

Criminal . . . . . (301) 932-3353

Motor Vehicle . . . . . (301) 932-3370

Bad Check . . . . . (301) 932-3381

**LEONARD C. COLLINS, JR.**  
**State's Attorney for Charles County**

P.O. Box 3065

La Plata, Maryland 20646

(301) 932-3350 • (301) 870-3413

FAX (301) 932-3379

August 20, 2003

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

Dear Sir or Madam:

Enclosed please find original Certificates of Records Disposal for the State's Attorney's Office for Charles County.

Sincerely,

Karen M. Kuhn  
Legal Secretary

Enclosures

AUG 25 2003



THE UNIVERSITY OF MICHIGAN  
LIBRARY

Greenwood Press  
COTTON

OFFICE OF THE STATES ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 P.O. Maryland 20646

		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
83-158	Uozle, Trudy	C979	I	6-3-83	4-18-03	Buried
83-201	Chrall, John			8-5-83		Family
83-272	Talbot, John			10-14-83		(family)
83-310	Nurle, Deborah			12-2-83		
84-34	Washington, Wm.			2-3-84		
84-57	Wilson, John			3-2-84		
84-206	Cole, Thomas			5-22-84		
84-207	Cole, James			5-22-84		
84-208	Cole, Thomas			5-23-84		
84-235	Tate, Carol			5-30-84		
84-286	Ferrac, Richard			8-9-84		
84-305	Tate, Carol			8-11-84		
84-341	Fongie, Eugene			10-16-84		
84-381	Nepily, Michael			6-26-84		
85-50	Falkner, Mark			1-23-85		
85-60	Chen, Jeffrey			4-85		
85-71	Lynch, George			1-28-84		
85-101	" "			1-28-84		
85-130	Miles, Jcs.			4-17-85		
85-158	Sliver, Ronald			3-31-85		
85-160	Johnson, James			5-8-85		
85-162	Morrow, Wilburn			5-8-85		
85-170	Sliver, Ronald			5-21-88-85		
85-178	Pinner, Roger			6-17-85		
85-195	Scott, James			5-20-85		
85-227	Carey, Michael			7-16-85		
85-289	Reckard, Gary			3-25-85		
85-340	Sanford, Gary			9-26-85		
85-371	Dickerson, Roosevelt			6-14-85		
85-398	Berard, Michael			11-21-85		
85-399	" "			7-31-85		
85-428	Gray, Ronald			10-3-85		
85-435	Brumbyrite, Del. Mye			10-10-85		
85-436	" "			10-22-85		
85-437	" "			10-24-85		
86-43	Field, Wm.			1977-1983		
86-416	Howard, David			1982-1984		
86-54	Cooper, Robt.			12-1-82-85		
86-74	Saha, Roy			1-6-86		
86-112	Gruber, John			12-14-16-85		

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

*Michael O'Keefe*  
 Signature

*Secretary*  
 Title

4-18-03  
 Date

100  
100  
100

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata, Maryland 20646

	<b>Department of General Services</b>	Prepare in Duplicate
Reporting Agency	Records Management Division	Retain one (1) copy and forward original to address at left
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
86-95	Grindler, John	C979	I	1-12-13-86	4-18-03	Buried
86-96	"			1-21-86		county landfill
86-169	Binham, Charles			4-7-86		
86-175	Hurdley, Nellie			4-21-86		
86-341	Bishop, Steven			5-14-86		
86-386	Spruce, John			4-20-86		
86-415	Beale, Gene			8-11-9-6-86		
86-423	Nostetter, Martin			1979-1983		
86-433	Silver, Elzid			2-7-10-86		
86-538	Kulton, Ronald			10-28-11-3-86		
86-841	Steinhauer, Martin			8-13-86		
87-8	Hill, Anthony			12-3-86		
87-17	Spruce, John			4-20-85		
87-49	Martin, David			1-8-87		
87-54	Carver, Jeff			12-27-86		
87-57	Saleh, Rabim			1-7-87		
82-116	Crawford, James			9-25-81		
87-58	McGuire, Thomas			1-30-87		
87-59	McGuire, Thomas			11-86-2-2-87		
87-128	Farrar, Aaron			1-9-87		
87-164	Farrar, Aaron			12-15-86-12-31-86		
87-184	Farrar, Aaron			12/86		
87-131	Brown, Debra			2-20-87		
87-147	Robinson, Reed Jay			3-1-87		
87-150	Bever, David Thomas			3-20-87		
87-193	Bever, David Thomas			4-9-87		
87-199	Dorsey, Theodore Paul			3-17-87		
87-204	Gray, Ronald Eugene			5-28-85		
87-252	Edelen, Francis McCleanne			5-13-87		
87-266	Raley, William Charles			1980-1984		
87-283	Deas, Darnell			6-21-86		
87-290	Edelen, Francis M.			4-28-87		
87-294	Dahlstedt, Eugene Raymond			3-29-87		
87-302	Dinges, Harold Dean			5-25-87		
87-305	Evon, Donnell			6-26-87		
87-350	Keys, Joseph Robert			6-3-87		
87-365	Coulbourn, Donald			8-4-87		
87-382	Bradford, Elizabeth L.			8-5-87		
87-425	Baker, Steven Allen			9-2-87		
87-426	Inman, Jeffrey			9-16-87		

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

*Lynne Ortle*  
Signature

*Secretary*  
Title

4-18-03  
Date

1980-1981

L. G. [unclear]

FOR CHARTER COMILLA

OFFICE OF THE CIVIL SERVICE COMMISSION

OFFICE OF THE STATE'S ATTORNEY  
FOR CHARLES COUNTY

F.O. Rev. 3065  
1-1-83

Reporting Agency		<b>Department of General Services</b>		Prepare in Duplicate
		Records Management Division		
		7275 Waterloo Road (Rte 175)		
		P.O. Box 275		
Division or Unit		Jessup, Maryland 20794-0275		Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1888	Verey, Paul	C979	I	10-21-62	4-18-03	Buried
10097	Douglas, Charles	C979	I	12-2-62		Buried
747	Manning, Anthony	C979	I	11-21-54		Landfill
5490	Shankster, Neil			7-8-77		
5491	Washington, Carry			7-8-77		
5708	Farmer, Thomas			12-28-77		
5956	Inline, Lawrence			8-4-78		
6368	Kaurer, Frances			3-23-79		
6579	Hawland, Charly			7-1-79		
6679	Fletcher, John			9-7-79		
6931	Alven, Charles			12-14-79		
6975	Shalkowski, Steven			1-4-80		
6978	Bellamy, Ralph			1-4-80		
"	Nichols, Lisa			1-4-80		
7046	Cole, Mitchell			2-1-80		
7519	Loebers, Wm.			9-19-80		
7646	Johnson, Gilbert			11-7-80		
7647	"					
7648	"					
7649	"					
7650	"					
7662	Hammitt, Mari Ellen			11-7-80		
7672	Jenkins, James			11-7-80		
"	Moore, Kermit			11-7-80		
7687b	Hammitt, Mari Ellen			10-14-80		
7687	"			10-14-80		
7688	"			10-14-80		
7705	"			12-5-80		
7765	Woodland, David			1-9-81		
7717	Hawkins, Jos.			12-5-80		
8015	Hawkins, Charles			9-4-81		
8087	Collins, Michael			11-6-81		
82-13	Aris, Enrique			1-8-82		
82-188	Aris, Enrique			9-1-82		
82-377	Vasser, Jordan			11-5-82		
83-5	Combs, David			1-7-83		
83-10	Courley, Douglas			1-7-83		
83-122	Richie, Tracy			5-6-83		
83-120	Goldsmith, Cynthia			5-6-83		
83-150	Naugst, Terry			6-3-83		

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

*Lynne Ortle*  
Signature

*Secretary*  
Title

4-18-03  
Date

OFFICE OF THE ATTORNEY GENERAL  
STATE OF CALIFORNIA

12-9-81



OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency	Records Management Division	
	7275 Waterloo Road (Rte 175)	
Division or Unit	P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
87-437	Worton, Vicki	1979	I	8-4-87	11-18-03	Bundled
87-498	Dorsey, Byron			10-11-87		Carroll
87-499	Ferguson, Donald			11-5-87		(Landsbill)
87-502	Howsare, George			9-17-87		
87-503	Howsare, George			9-22-87		
87-505	Peterman, Sharon			11-5-87		
87-507	Swann, James			10-30-87		
87-510	Jones, Richard			10-22-87		
87-516	Hughes, Steven			11-4-87		
88-28	Boyer, Terry			12-14-87		
88-39	Ford, Theresa			1-30-88		
88-76	Reckard, Gary			1-1-88		
88-90	Bevington, Donald			11-19-87		
88-110	Lyles, Clarence			2-13-88		
88-114	Thornton, Michelle			2-23-88		
88-130	Bazemore, James			1-5-88		
88-131	Bazemore, James			12-20-87		
88-167	Bowie, Charles			2-19-88		
88-173	Maddox, Benny			3-21-88		
88-202	Fisher, Derek			4-2-88		
88-231	Braswell, Matthew			4-16-88		
88-248	Ertz, Thomas			5-18-88		
88-259	Gray, Corness			3-18-88		
88-260	Johnson, Carlton			2-8-88		
88-263	Makle, David			3-28-88		
88-264	Neal, Anthony			2-11-88		
88-280	Byrdbey, Jessie			1-21-88		
88-284	Wills, Timothy			12-1-87		
88-285	Alvino, Angelo			5-3-88		
88-309	Hutchinson, Betsy			1-22-88		
88-320	Hicks, Maurice			3-28-88		
88-327	Stickel, Robert			6-1-88		
88-348	Makle, David			5-3-88		
88-352	O'Connor, Sean			5-11-88		
88-356	Burdett, Vincent			7-1-88		
88-366	Hokey, Brian			6-15-88		
88-367				6-23-88		
88-377	Windsor, Terry			4-23-88		
88-417	Daniels, Michael			8-4-88		
88-455	Sanford, Gary			5-10-88		

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

*Cynthia Orly*  
 Signature

*Secretary*  
 Title

4-18-03  
 Date

LIBRARY OF THE UNIVERSITY OF CALIFORNIA  
LOS ANGELES  
OFFICE OF THE LIBRARY DIRECTOR

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
88-437	West, Eugene	C979	I	1-29-88	4-18-03	Burned
88-438	Whalen, James			8-7-88		Canby
88-522	Campbell, Keith			8-1-87		landfill
88-525	Fenwick, Johnny			6-14-88		
88-526	Ford, Venus			8-16-88		
88-530	Graham, Richard			8-16-88		
88-542	Santana, Tee			10-8-88		
88-545	Vailati, Thomas			5-88		
88-554	Carpenter, Zachery			8-4-88		
88-555	Carpenter, Zachery			7-23-88		
88-557	Carpenter, Zachery			7-24-88		
88-559	Woodward, Kevin			9-23-88		
88-569	Wills, Joseph			6-17-88		
89-230	Trambello, Troy			3-23-89		
89-231	Ziperle, Beate			12-16-88		
89-233	Madison, Marco			3-9-89		
89-238	Few, Jacqueline			2-21-89		
89-241	Bryant, Garland			3-16-89		
89-243	Johnson, Joseph			3-1-89		
89-248	Hagens, Gary			11-11-88		
89-262	Thompson, Hipp			1-26-89		
89-264	Butler, Joseph			2-16-89		
89-269	Baker, Antonio			4-13-89		
89-274	Clayborne, Denise			4-13-89		
89-283	Staley, Brenda			3-11-89		
89-284	Staley, Benny			3-11-89		
89-303	Washington, Kenneth			3-16-89		
89-317	Keith, Michael			4-22-89		
89-318	Swinn, Paul			1-20-89		
89-321	Gregory, Frederic			4-1-88		
89-617	Johnson, Terry			7-18-89		
89-651	Skinner, Bruce			7-22-89		
89-638	Collins, Richard			8-25-89		
89-639	Copper, James			7-12-89		
89-640	Curtain, Ronald			8-29-89		
89-645	Jackson, Christopher			8-10-89		
89-587	Thompson, Dennis			2-20-89		
89-583	Wade, Ronald			8-3-89		
89-582	Bowch, John			3-22-89		
89-588	Ford, Paul			7-29-89		✓

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

*Lyla Ogle*  
Signature

*Secretary*  
Title

4-18-03  
Date

1977-1978

FOR CHIEF OF POLICE

OFFICE OF THE SHERIFF, FLORIDA

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
89-590	Holly, Darvil	1079	I	7/29/89	4-18-03	Buried
89-592	Bootes, James			8-10-89		County
89-621	Muschette Lawrence			7-18-89		Landfill
89-622	Muschette, Martin			7-18-89		
89-623	Wheeler, William			8-24-89		
89-624	Wong, Joseph			8-23-89		
89-593	Thompson, Eugene			2-17-89		
89-594	" "			7-29-89		
89-599	Shread, Kevin			5-8-89		
89-539	Swann, Paul			6-22-89		
89-542	Washington, Lewis			6-29-89		
89-544	Mason, Daniel			2-14-89		
89-551	Shread, Kevin			4-10-89		
89-529	Knott, Michael			6-22-89		
89-530	Ladson, Alfonso			6-27-89		
89-236	Sidell, Alan			10-1-86-9-1-88		
89-518	Davis, Charles			6-29-89		
89-525	Harrison, Samuel			6-27-89		
89-526	Jefferies, Darrell			6-29-89		
89-527	Johnson, Aubrey			7-19-89		
89-528	King, Benjamin			6-24-89		
89-489	Brand, James			10/88-1/89		
89-510	Blackson, Kenneth			6/27/89		
89-514	Carroll, Bert			7-19-89		
89-517	Curtis, David			7-19-89		
89-466	Skinner, Walter			6-1-89		
89-450	Woodland, John			5-25-89		
89-461	Wasson, Franklin			5-31-89		
89-462	Warren, Robert			5-31-89		
89-466	Prater, Henny			12/31/88-1/1/89		
89-482	Swann, Frances			1-7-89		
89-339	Copping, James			4-5-89		
89-323	Koblish, Moses			3-16-89		
89-354	Sams, George			5-8-89		
89-355	Adams, Darwin			5-2-89		
89-357	Blair, Jennifer			5-2-89		
89-363	Pirley, Jackie			11-4-88		
89-364	Salutek, Glenn			3-4-89		
89-400	Madal, Joseph			5-7-89		
89-201	Costello			5-24-89		

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title]*  
Title

4-18-03  
Date

PLATE 11

THE CIVIL SERVICE

OFFICE OF THE CIVIL SERVICE COMMISSION

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
84-429	Datcher, Reginald	C979	I	5-22-89	4-18-03	Buried
84-439	Hawkins, Kelvin			5-18-89		Canby
89-441	Lewis, Lakereth			6-8-89		Landfill
89-443	Pinkney, John			6-8-89		
89-445	Shirriell, Tyrone			6-8-89		
89-153	Kew, Jacqueline			7/10/85-2/20/89		
89-157	Stevenson, Joseph			1/1/88-4/30/88		
89-158	Waits, Michael			11/26/88-12/4/88		
88-167	Savary, Russell			3-14-89		
89-179	Hill, Joseph			2-16-89		
89-208	Jackson, Lawrence			1-13-89		
89-224	Meadows, Randal			3-23-89		
89-226	Porter, Earl			3-3-89		
89-227	Proctor, James			1-26-89		
89-228	Richard, Roland			11-23-87		
84-138	Cole, John			1-19-89		
89-142	Johnson, Christopher			10-2-87		
89-146	Makle, Stephen			1-24-89		
89-148	Shank's, Elwood			5-12-88		
89-150	Washington, Dewayne			1-28-89		
89-119	Gales, Carlton			12-7-88		
89-120	" "			11-13-88		
89-127	Remburg, Roger			1-30-89		
89-131	Weaver, Andrew			11-25-88		
89-95	Warren, Calvin			12/26/88-1/7/89		
89-110	Barber, Clayton			1-6-89		
89-112	Kelly, Delephia			6-17-88		
89-113	Parnish, Keith			1-6-89		
89-114	Parnish, Kevin			1-6-89		
89-116	Annandale, Thomas			12-4-87		
89-78	Faunce, John			1-15-89		
84-80	Graham, Samuel			1-22-89		
89-84	Hawell, David			1-19-89		
89-91	Short, Daniel			1-13-89		
89-94	Thompson, Pearis			12-21-88		
89-36	Fischer, Niel			11-12-88		
89-41	Washington, Kenneth			12-1-88		
89-57	Parker, James			11-21-87		
89-49	White, Henry			12-17-88		
89-10	Waits, Michael			12-3-88		

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

*[Signature]*  
 Signature

*[Signature]*  
 Secretary  
 Title

4-18-03  
 Date

171119 WASHINGTON  
S. C. B. 1000

FOR CHARLES COOMBS

OFFICE OF THE PLANT & ANIMAL



		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
89-73	Bunnell, Robert	C979	T	9-20-88	4-18-03	Buried
88-585	King, Ronnie			10-28-88		Candy
87-590	Stewart, Joseph			5/27/88-2/20/88		landfill
88-649	Ramsey, Ernest			8/1/88		
88-650	" "			9-3-88		
89-7	Hawkins, James			9-2-88		
89-10	Knight, Kenneth			11-24-88		
89-13	Maddy, William			11-23-88		
89-16	Koper, Mark			12-23-88		
89-18	Stovall, Ronald			11-25-88		
89-19	Traverso, Theodore			11-23-88		
89-656	Wagner, Matthew Joseph			8-24-89		
89-661	Young, Anthony			8-15-89		
89-666	Bibbs, Stephen			8-15-11-89		
89-667	Monroe, Lamn			9-3-89		
89-673	Weins, Timothy			7-1-89		
89-676	Curtis, Wanda D.			8-30-89		
89-678	Medley, Robert			8-22-89		
89-680	Kidwell, Charles			6-1-88-9-1-88		
89-681	Talbot, John			6-8-89		
89-683	Jones, Robert			9-2-89		
89-686	Gance, William			7-4-89-8-23-89		
89-688	Dodson, David H			7-30-89		
89-689	Dorsey, Dale			4-1-89-5-31-89		
89-706	Unkle, James			7-8-89		
89-708	Witter, David			9-14-89		
89-709	Farmer, James			4-27-89		
89-727	Duckett, Warren			9-21-89		
89-729	Walls, Jill					
89-755	Ford, Steven			10-12-89		
89-757	Myers, Keith			7-25-89-8-25-89		
89-764	Bunch, Reginald			2-4-89		
89-766	Hawkins, David			10-13-89		
89-771	Ware, Carlos			10-13-89		
89-773	Winchester, Bonnie			8-28-89		
89-779	Gardner, Michael			8-12-89		
89-783	Cooper, Michael			8-17-89		
89-788	Thomas, Michael			9-27-89		
89-805	Ford, Steven			10-27-89		
89-802	Harb, Marcus			10-31-89		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

4-18-03  
Date

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THE NEW YORK PUBLIC LIBRARY  
ASTOR LENOX TILDEN FOUNDATION  
1000 5th Avenue  
New York, N.Y. 10028

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
89-811	Alexander, Richard	10979	I	8-12-89-8-14-89	4-18-03	Buried
89-813	Broswell, Lowell			11-13-89		Candy
89-826	Wills, Ronnie			10-6-89		Carroll
89-829	Thomas, Darrell			11-17-89		
89-830	Thomas, Derrell			11-16-89		
89-831	Benning, David			8-20-89		
89-832	Briscoe, Shadell			10-24-89		
89-833	Briscoe, Shadell			10-20-89		
89-834	Briscoe, Shadell			10-13-89		
89-842	Vaughn, Jerry			11-15-89		
89-846	Hedrick, Jeffrey			10-20-89		
89-860	Williams, Billie			10-29-89		
89-861	Curtis, Tammy			11-15-89		
89-862	How, Antonia			11-22-89		
89-867	Wines, Donald			10-29-89		
89-869	Adams, Patrick			10-13-89		
89-871	Jackson, David			10-10-89		
89-872	Jodet, William			10-9-89		
89-885	Franklin, Ricky			11-25-89		
89-886	Harvey, Henry			11-24-89		
89-888	McCuller, James			11-10-89		
89-891	Thompson, Owen			11-24-89		
89-892	Thompson, Owen			11-24-89		
90-2	Adams, Anthony			12-5-89		
90-6	Carver, Vigil			12-12-89		
90-11	Graham, Charles			11-25-89		
90-18	Owens, James			12-10-89		
90-19	Price, Allan			12-12-89		
90-21	Smith, Clayton			9-23-89		
90-43	Woodland, Earl			12-1-89		
90-47	Harkins, Francis			10-28-89		
90-50	Pulley, Wesley			7-3-11-89		
90-52	Johnson, Spencer			10-15-89		
90-61	Lowe, Harry			10-27-89		
90-62	Hurley, David			11-9-89		
90-66	Brown, <del>Hurley</del> William			12-18-89		
90-85	Duckett, Tracey					
90-88	Duckett, Tracey			8-25-89		
90-99	Benning, John			1-24-90		
90-95	Bucos, James			1-7-90		

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

*[Signature]*  
Signature

*[Signature]*  
Title

4-18-03  
Date

Printed on recycled paper  
L. O. B. 1009

LOWE CHAIRS & CO. CORP.  
OFFICE OF THE ATTORNEY GENERAL  
TALLAHASSEE, FLORIDA

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
90-96	Carroll, Warren	1979	I	1-23-90	4-18-03	Buried
90-97	Jackson, Christopher			12-23-89		Candy
90-103	Edelen, Lisa			1-26-90		Landfill
90-104	Swann, James			10-12-89		
90-105	Gruentzel, Donald			1-12-90		
90-106	Swann, James			10-11-89		
90-107	Ford, Thomas			1-5-90		
90-108	Fowler, Carlos			1-23-90		
90-109	Wheeler, Roland			11-4-89		
90-112	Jones, Michael			12-8-89		
90-115	McKenzie, Dedric			1-26-90		
90-116	Mulvihill, Monty			1-12-90		
90-117	Sawdy, Donnell			9-27-89		
90-122	Womack, Melvin			1-26-90		
90-123	Ware, Darryl			1-9-90		
90-127	Lawngayan, Blanche			2-16-89		
90-128	Thomas, George			1-12-90		
90-130	Wilmer, Juan			1-17-90		
90-131	Dade, Daniel			12-29-89		
90-135	Logan, Kevin			1-12-90		
90-136	Delabar, Daniel			12-23-89		
90-145	Proctor, Ravnell			12-30-89		
90-150	Auth, Dean			10-23-25-89		
90-173	Sawdy, Jerome			9-11-89		
90-180	Herd, Cecil			6-14-89		
90-181	Herd, Cecil			3-30-89		
90-194	Sawdy, Clifton			1-11-90		
90-196	Skinner, Walter			1-11-90		
90-206	Clayton, Ronald			1-12-90		
90-208	Creech, David			2-15-90		
90-209	Curtis, Joseph			1-29-90		
90-210	Curtis, Joseph			12-28-89		
90-213	Duckett, Raymond			12-30-89		
90-214	Ford, Luke			1-18-90		
90-225	Mable, Harold			1-18-90		
90-227	Mitchell, Allen			1-11-90		
90-235	Williams, James			12-1-89		
90-236	Duckett, Mark			1-11-90		
90-237	Richard, John			2-9-90		
90-238	Coyle, Virginia			8/89-1/90		

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

*Linda Orly*  
Signature

*Secretary*  
Title

4-18-03  
Date

Case No.	Plaintiff	Defendant	Amount	Date	Remarks
1001	J. M. Smith	A. B. Jones	\$100.00	1/15/22	...
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	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
90-253	Duckett, Raymond	0979	I	12/29/89	4-18-03	Buried
90-254	Duckett, Raymond			11-30-89		County
90-265	Gaugh, Robert			12-8-89		landfill
90-277	Brown, David			2-24-90		
90-278	Brown, David			2-24-90		
90-279	Dorch, Terry			2-9-90		
90-285	Gross, Thomas			10-26-89		
90-288	Allen, Charles			3-16-90		
90-290	Foster, Matthew			6-3-89		
90-293	Alcott, James			8/1/89-1/31/90		
90-294	Buckmaster, Irvin			2-22-90		
90-295	Buckmaster, Irvin			5-1-89		
90-298	Furman, Thomas			2-22-90		
90-299	Hast, Martin			2-2-90		
90-300	Hast, William			2-2-90		
90-301	Henriques, Jamie			3-22-90		
90-307	Walden, Tyrone			2-22-90		
90-308	Maadey, John			2-22-90		
90-311	Harrison, Samuel			12-30-89		
90-334	Perkins, Timothy			2-20-90		
90-354	Dunnington, Eric			12-27-89		
90-355	Furnari, Joseph			4-1-90		
90-368	Ompson, Henry			1-13-89		
90-382	Plater, Timothy			4-7-90		
90-392	Abbey, Emily			4-19-90		
90-409	Dalson, Michael			4-24-90		
90-410	Sveone, Anthony			4-24-90		
90-411	Proctor, Vincent			4-26-90		
90-414	Murphy, William			1/1/89-2/13/90		
90-418	Bell, James			4/27/90		
90-425	Burch, Phillip			1/1/80-1/26/85		
90-428	Duckett, Mona			1-17-90		
90-431	Hall, Shirlee			2-17-90		
90-432	Hembry, Joseph			5-6-90		
90-435	Lewis, Rodney			4-5-90		
90-436	MacNamara, Andrew			4-14-90		
90-437	Montgomery, Neil			3-22-90		
90-438	Moore, Curtis			4-24-90		
90-439	Murphy, John			4-15-90		
90-441	Ross, Joseph			4-20-90		

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

*[Signature]*  
 Signature

*[Signature]*  
 Secretary  
 Title

4-18-03  
 Date

1950  
L. O. 1950-109  
FOR CHIEF OF POLICE  
SUBJECT OF THE STATE FLORIDA



	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
90-442	Robinson, Duvaldo	C479	I	4-26-90	4-18-03	Bundled
90-443	Smith, Mark			1-19-90		Can't
90-451	Garnes, Michael			11-22-89-11-23-89		label bill
90-452	Thir, Richard			10/89-11/89		
90-453	Thir, Lisa			10/89-11/89		
90-454	Cooksey, James			10/89-11/89		
90-464	Hoskins, Tanny			3/14/90		
90-465	Tucker, Laura			3-7-90		
90-471	Proctor, Glenn			5-3-90		
90-483	Collins, Gary			9-12-89		
90-486	Hanper, Anthony			4-7-90		
90-510	Campbell, Joseph			5-20-90		
90-512	Mackall, Raven			12-10-89		
90-537	Brown, David			5-31-90		
90-540	Cox, Gerny			6-15-90		
90-546	Kilinski, James			6-4-90		
90-550	Newman, Gordon			5-31-90		
90-555	Tracy, Patrick			5-27-90		
90-582	Burke, David			7-6-90		
90-584	Dent, Derrick			4-29-90		
90-587	Faunteroy, Maurice A.			6-20-90		
90-588	Ferrer, Mary Jane			6-1-90		
90-595	Muhammed, Majied			7-6-90		
90-617	Kelton, Darrel Levi			6-10-90		
90-625	Rankin, Elmer Theodore			6-22-90		
90-629	Chesley, Anastasia			3-16-90		
90-632	Dent, Derrick Tyrone			7-2-90		
90-641	Bolin, Howard Edward			6-29-90		
90-646	Proctor, Lawrence			7-8-90		
90-649	Seckler, Neal Thomas			7-14-90		
90-659	Gmeinwieser, Tammy Lea			4-21-90		
90-661	Terry, Terrill Anthony			6-20-90		
90-663	Washington, Luquay Vertise			12-2-89		
90-666	Arview, Carl Lynn			8-10-90		
90-673	Cotton, Kevin Augustus			8-1-90		
90-681	Sutton, Eric Maurice			8-15-90		
90-691	Harris, William Reginald			11-1-89		
90-709	Harris, Scott Leon			5-22-90		
90-710	Williams, Vernon Keith			5-22-90		
90-715	Wills, Corby			6-21-90		

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

*[Signature]*  
 Signature

*[Signature]*  
 Title

4-18-03  
 Date

17th Annual Meeting Survey  
4-10-2004

FOR CHARLES CODRILLA  
OFFICE OF THE STATE ATTORNEY

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
90-718	Buckmaster, John H.	C979	I	6-11-90 - 6-15-90	4-18-03	Buried
90-719	Coombs, Darrell T.			8-7-90		County
90-742	Proctor, Julia Annette			8-13-90		Landfill
90-747	Swann, Rodney B.			6-15-90		
90-748	Thomas, Wallace R.			6-14-90		
CA 94-964	Wallace Thomas v. Earl Beshears			10-4-94		
90-752	Yates, Rodney W.			6-14-90		
90-756	Warbuten, David Lee			8-12-90		
90-770	Johnson, Eric Martino			9-22-90		
90-774	Linkins, Nancy			5-26-90		
90-776	Watkins, Kevin Brent			9-18-90		
90-778	Hendrix, William Eugene			1-1-78 - 12-13-88		
90-779	Harvey, David			1-11-90		
90-791	Lyles, Eric			8-31-90		
90-793	Richards, Jason			9-1-90		
90-794	Sixann, Charles			8-14-90		
90-796	Johnson, Maurice			9-7-90		
90-822	Bawa, James			9-27-90		
90-823	Manson, Albert			4-13-90		
90-826	Barza, Andrew			9-9-90		
90-832	Johnson, Garry			10-6-90		
90-835	Lyles, James			9-28-90		
90-838	Proctor, David			9-27-90		
90-839	Queen, Jarred			9-20-10-11-90		
90-844	Cotton, Kevin			8-20-90		
90-846	Thompson, Tammy			9-28-90		
90-861	Frye, Terry			7-15-90		
90-873	Butler, Keith			9-13-90		
90-876	Cotton, Kevin			10-30-90		
90-881	Dixon, Harry			10-15-90		
90-882	Gray, Marcellus			9-20-90		
90-886	Holton, Robert			8-2-90		
90-895	Proctor, David			9-28-90		
90-896	Pryor, Karsel			11-2-90		
90-903	Strickland, Donovan			11-15-90		
90-907	Mullen, Mary			1-18-89		
90-913	Grant, Alton			10-13-90		
90-915	Hall, Darryl			10-13-90		
90-928	Hawkins, Timmy			8-30-90		
90-938	Baker, Robert			11-16-90		

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

*Miguel Ortega*  
Signature

*[Signature]*  
Secretary  
Title

4-18-03  
Date

17th Liberty Bond Series  
No. 1000000000

THE CHRYSLER CORP.  
OFFICE OF THE TREASURER - ALBANY, N.Y.

Handwritten text, likely a check or receipt, including a date and amount. The text is extremely faint and difficult to read.

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
90-934	Smith, Antonio	1019	I	11-8-90	4-18-03	Buried
90-935	Dorsett, Lester			9-27-90		Camb/landfill
90-937	Dyson, Harry			11-7-90, 11-17-90		
90-939	Ford, John			11-15-90		
90-944	Hardy, Steven			6-15-90		
90-945	Jeffries, Omigan			10-21-90		
90-948	Linn, Orie			10-22-90		
90-963	Robinson, Franklin			11-18-90		
90-969	Smith, Leon			12-3-90		
90-970	Thomas, George			11-23-90		
91-1	Prebble, Bernard			11-21-90		
91-3	Carter, Ozelle			11-23-90		
91-6	Hawman, David			12-9-90		
91-7	Lee, Jimmy			11-26-90		
91-9	Pegram, Vernon			12-7-90		
91-10	Rooves, William			12-17-89		
91-12	Yang, James			12-5-90		
91-15	Butler, Francis			12-12-90		
91-16	Smith, Donald			11-12-87, 11-12-96		
91-18	Warden, Christopher			9-10-90, 9-11-90		
91-20	Thompson, Francis			12-12-90		
91-22	Marshall, Gregory			12-22-90		
91-42	McKnight, Lowell			6-26-90		
91-43	Walker, Rodney			6-26-90		
91-44	Cooksey, Robert			9-6-90		
91-46	Johnson, Daniel			12-14-90		
91-47	Thompson, Maurice			12-14-90		
91-48	Elphenshire, James O			8-1-84, 2/28/85		
91-49	Shybern, Robert			9-21-90		
91-50	Shifflet, Stephen			8-14-90		
91-51	Shifflet, Stephen			8-15-90		
91-52	Chuang, Chuen			9-24-90		
91-53	Love, Debra			6-24-90		
91-54	Chisby, Charles			10-7-90		
91-55	Lemas, Don			11-17-90		
91-56	McAllister, James			9-15-90		
91-57	Richmond, James O			9-1-90, 11-15-90		
91-61	Dorck, Terry			12-17-90		
91-65	Milten, Rodney			9-22-90		
91-69	Plater, James			1-7-91		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

4-18-03  
Date

1910

10

FOR CHURCH RECORDS

OFFICE OF THE CIVIL ENGINEER

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-58	Charles, Phillip	CA79	I	<del>2-22-90</del>	4-18-03	Buried
91-58	DeBoe, Charles			2-20-90		Cash
91-59	Smith, Robert			1-8-91		landfill
91-60	Dorch, Jerry			12-31-90		
91-65	Plater, James			12-17-90		
91-66	Proctor, John			9-16-90		
91-67	Young, James			10-12-90		
91-71	Harbin, Calvin			9-8-90		
91-72	Swann, John			9-15-90		
91-73	Benning, John			2+12-90		
91-74	Wing, William			10-16-90		
91-75	Wines, William			3-29-90		
91-76	Greco, Larry			8-5-90		
91-77	Kidd, Timothy			8-22-90		
91-78	Grown, Donald			8-1-90		
91-80	ABott, Jeffrey			5-7-90		
91-81	ABott, Jeffrey			6-3-90		
91-82	Bartholmen, Jennifer			9-16-90		
91-83	Lemon, Michael			7-10-90		
91-84	Dutcher, Charles			8-26-90		
91-85	Barza, Andrew			12-13-90		
91-86	Nash, Arthur			9-29-90		
91-87	Nash, Arthur			9-29-90		
91-88	Swann, Kim			8-31-90		
91-89	Jones, Marie			12-21-89		
91-90	Spawners, Keith			7-28-90		
91-91	Lindsey, Allan			9-7-90		
91-92	Lococo, Richard			9-6-90		
91-93	Swan, Frederick			8-31-90		
91-94	Delozier, Shannon			4-20-90		
91-95	Chambers, Robert			1-13-89		
91-96	Lukas, Danna			9-21-90		
91-97	Polite, Stanley			11-07-90		
91-98	Harville, Phillip			10-9-90		
91-99	Bawlings, William			1-8-91		
91-101	Milas, Theodore			<del>01-18-90</del> 12-28-90		
91-102	Swico, John			5-7-90		
91-107	Watson, Donza			11-1-90		
91-108	Dorsey, David			10-2-90		
91-109	Zimmerman, Joseph			8-10-90		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

4-18-03  
Date

THE UNIVERSITY OF CHICAGO  
LIBRARY

FOR CIVIL RIGHTS  
OFFICE OF THE CIVIL RIGHTS



Reporting Agency		<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Division or Unit			

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-107	Lovelace, Clyde	C979	I	10-09-90	4-18-03	Buried
91-108	Gox, Gary			9-20-91		Cash
91-109	Gox Gary			9-20-90		Landfill
91-110	Marshall, George			9-12-90		
91-111	Hall, Donald			8-22-90		
91-112	Butler, Keith			6-1-90		
91-113	Kaspar, William			10-22-90		
91-114	Brando, Russell			10-14-90		
91-115	Deakins, Larry			5-24-90		
91-116	Kaspar, William			9-6-90		
91-117	Butler, Jerome			2-7-91		
91-118	Greenfield, Gregory			1-5-91		
91-119	Hilliker, Theresa			12-9-90		
91-121	Parber, Derek			1-8-91		
91-122	Rogers, Lawrence			12-21-90		
91-123	Roster, Jasper			6-27-91		
91-124	Smith, Sophia			1-22-91		
91-127	Wahler, Michael			1-22-91		
91-128	Williams, Richard			12-28-90		
91-130	Yates, Deborah			9-27-90		
91-131	Yates, Teresa			1-24-91		
91-133	McCarty, Parker			12-27-90		
91-135	Wickert, Annie			2-17-90		
91-136	Whelan, Ronald			9-10-90		
91-137	Cole, Rico			10-16-90 & 10-16-90		
91-139	Orink, Charles			12-27-90		
91-140	Thompson, Walter			12-28-90		
91-141	Talbert, Shirley			1-9-91		
91-142	Talbert, Shirley			12-6-90		
91-143	Thompson, Walter			10-28-90 & 10-29-90		
91-144	Dorch, Terry			9-30-90		
91-145	Miam+wife, Wilfred			6-12-99		
91-146	Kitts, Cheryl			10-30-90		
91-147	Coles, Lonnie			5-15-90		
91-148	Aladeinde, Babji			10-16-90		
91-149	Aladeinde, Folabi			10-16-90		

I hereby certify that the records listed were disposed of as indicated.  
*[Signature]*  
 Signature

*[Signature]*  
 Secretary  
 Title

4-18-03  
 Date

County Commission  
500 P. 200  
Low Chamber Court  
Office of the State Attorney

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-150	GREATHOUSE, JEFFREY	C979	I	05-21-90	5-2-03	Buried
91-151	VANCE, SHANNON			06-01-90		County Landfill
91-152	COLES, LONNIE			12-04-90		
91-153	COLES, LONNIE			12-11-90		
91-154	COLES, LONNIE			10-27-90		
91-155	BARLOW, RICHARD			01-09-91		
91-156	KERSTEN, GREGORY			08-24-90		
91-157	HOWARD, CAREY			12-23-90		
91-158	CHRISTENSON, JOHN			07-25-90		
91-159	ESTEP, VIRIAN			07-13-90		
91-160	BEARSE, PATRICIA			07-22-90		
91-161	HARVEY, JOHANNES			02-14-91		
91-162	SHIFFLETT, DAVID			09-13-90		
91-163	MCCOY, REGINALD			11-03-90		
91-164	MCCOY, VICTOR			11-03-90		
91-165	ROUT, MICHAEL			08-10-90		
91-166	JOHNSON, JAMES			11-30-90		
91-168	KNIGHT, REYMOND			07-22-90		
91-169	BASNIGHT, JOHNNY			09-22-85		
91-170	HOWARD, CAREY			01-27 thru 29-91		
91-171	HOWARD, CAREY			01-28-91		
91-172	BAZLEY, THOMAS			06-19-90		
91-173	DIXON, DANIEL			09-14-90		
91-174	WILLIAMS, JAMES			19-01-90		
91-175	SCHMIDT, LINDA			10-05-89		
91-176	WALKER, GEORGE			08-17-90		
91-177	BUTLER, JASON			02-12-91		
91-178	BUTLER, JOHN			02-02-91		
91-179	COBEY, JONATHAN			02-27-91		
91-180	DAYE, WILLIAM			01-04-91		
91-181	DANIELSON, GARY			01-18+19-91		
91-182	DICKERSON, RODNEY			06-09-90		
91-184	ESTEP, DENNIS			02-14-91		
91-185	GREEN, LARRY			02-03-91		
91-186	HARRIS, SCOTT			01-23-91 - 26-91		
91-187	HAWKINS, ALICE			02-27-91		
91-188	HAWKINS, ANTHONY			02-27-91		
91-189	HARSHBARGER, TRACY			02-02-91		
91-190	MCELANEY, MICHAEL			02-01-91		
91-193	QUEEN, MARCUS			02-27-91		

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

*Korrey Hays*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

U.S. GOVERNMENT PRINTING OFFICE

1967 O - 351-101

Reporting Agency	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Division or Unit		

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-194	REEVES, GLORIA	C979	I	01-04-91	5-2-03	Bund
91-195	REEVES, JOHN			01-04-91		Canby
91-196	SHANKS, ERIC			10-19 thru 10-21-90		Landfill
91-197	THOMPSON, JAMES			02-03-91		
91-198	SPRAITZ, JAMES			08-19-90		
91-199	BUTLER, FRANCIS			08-21, 21, 28, 29-90		
91-200	EAST, LESLIE			02-16-91		
91-201	GRIEGGS, HULLON			01-11-91		
91-202	GRIEGGS, HULLON			02-04-91		
91-203	IMLER, PETER			02-16-91		
91-206	WELSH, MATTHEW			01-22-91		
91-208	BUCKMASTER, MARK			12-21-90		
91-210	SIMMS, RON			02-21-91		
91-211	KNIGHT, REYMOND			07-22-90		
91-212	WHITE, MARK/OTHER			09-25-90		
91-213	SMITH, CHRISTOPHER			02-25-91		

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

*Corrado Ruffa*  
 Signature
 

*Legal Secretary*  
 Title
 

 5-2-03  
 Date

1907, March 10, 1908  
E. O. 1908, 1909

BOON CHWITTEZ CO. (MIA)  
OFFICE OF THE REGISTER & CLERK

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata, Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-214	KNAPP, WILLIAM	C979	T	6-11-90	5-2-03	Buried
91-215	BARLOW, RICHARD			10-06-90		Canby
91-216	STALEY, WALTER			09-14-90		Landfill
91-217	HUTCHENS, RONNIE			01-22-90		
91-218	DAHLSTEDT, EUGENE			09-21-90		
91-219	NARRIS, KIMBERLY			10-21-90		
91-220	SCOBINS, JERRY			10-29-90		
91-221	BLEDSOE, STEVEN			01-15-91		
91-222	SMALLWOOD, DAVID			07-03-89		
91-224	MICHALAK, DONALD			03-01-91		
91-225	MOORE, JAMES			10-12-90		
91-226	MULLEN, DANIEL			02-23-91		
91-227	GRENIER, LARRY			03-03-91		
91-228	HOWARD, WILLIAM			11-30-90		
91-229	MACY, VICTORIA			12-16-90		
91-230	GRIFFIN, HAROLD			12-13-90		
91-231	KERTESZ, ANDREW			11-29-90		
91-232	GELZER, MICHAEL			09-24-90		
91-233	JETLAND, ROBERT			05-13-89		
91-234	MORGAN, GARY			10-90-02-91		
91-235	MORGAN, ROBIN			10-90-02-91		
91-236	BERKLEY, JOSEPH			03-07-91		
91-237	THORNTON, GEORGE			08-03-90		
91-238	ZIMMERMAN, ROBERT			03-07-91		
91-239	BARTHOLOMEW, JENNIFER			02-06-91		
91-240	MORELAND, TOMMIE			05-02-89		
91-242	WAHLER, MICHAEL			01-12-91		
91-243	LACHAT, STEPHEN			10-07-90		
91-244	WINES, WILLIAM			10-18-90		
91-245	BOWMAN, KENNETH			12-08-90		
91-246	PATE, SHAWN			11-16-90		
91-247	COLE, DELORES			02-01-91		
91-248	BURKE, JAMES			07-22-90		
91-249	MADISON, AMY			10-08-90		
91-250	COOK, SHIRLEY			03-30-90		
91-251	HALLER, MARK			01-31-91		
91-252	HARDEN, KEITH			03-11-91		
91-253	HINKLER, THERESA			11-30-90		
91-254	JENKINS, DONALD			02-14-91		
91-255	JENKINS, DONALD			03-05-91		

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

*Lois J. Hays*  
 Signature

*Legal Secretary*  
 Title

5-2-03  
 Date

1998-1999

U. S. O. 1998

FOR CIVILIAN CONTROL  
OFFICE OF THE CLERK VICTOR



OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-256	KNIGHT, RALPH	C979	I	01-25-91	5-2-03	Buried
91-257	MADDOX, LEANDROW			03-16/17-91		Cunha
91-258	HUDNALL, VERNON			08-05-89		(Cunha)
91-259	MEEKS, DWAYNE			03-16/17-91)		
91-260	PRICE, ALLAN			02-08-91		
91-262	SHORT, PAUL			01-25-91		
91-263	SWEETNEY, JAMES			03-15-91		
91-264	THOMAS, SALLY			01-24-91		
91-265	WEBSTER, MICHAEL			02-09, 10, 11-91		
91-267	HALLER, MARK			11-90 thru 2-22-91		
91-268	HART, DERRICK			10-6 + 7-90		
91-269	CRAMPTON, CLARK			12-04-90		
91-270	HUNNICUTT, ANTHONY			12-29-90		
91-272	CRAMPTON, CLARK			12-05-90		
91-273	WASHINGTON, ERIC			03-21-91		
91-274	FARMER, PAUL			02-21-91		
91-275	JOHANSON, CARMELITA			07-02-90		
91-277	KENT, EARL			09-15-89		
91-278	HESTER, JAMES			12-15 thru 28-90		
91-279	HEINE, MICHAEL			09-16-90		
91-280	MESSINESE, ANDREW			11-07-90		
91-281	BOTCHIE, ROBERT			11-13-90		
91-283	BARNES, PAUL			11-14-90		
91-284	GREEN, JOSEPH			01-22-91		
91-285	THOMAS, JAMES			02-13, 14-91		
91-286	BURROUGHS, DONALD			12-19-90		
91-287	CARRICO, WILLIAM			06-26-90		
91-288	CARRICO, WILLIAM			02-14-91		
91-290	THOMAS, LOIS			05-25-90		
91-291	ELLIS, EDWIN			11-25-90		
91-292	ROBERTSON, DANIEL			10-02-90		
91-282	DAHLSTEDT, EUGENE			12-30-90		
91-293	SCHROETER, WILLIAM			12-26-90		
91-294	CARRICO, WILLIAM			02-15-91		
91-295	BAILEY, CLARENCE			10-30-90		
91-296	BUTLER, FRANCIS			11-29-90		
91-298	SHELLY, MAREN			09-21-90		
91-299	RYAN, GERARD			10-07-89		
91-300	TAYLOR, STERLING			01-29-91		
91-301	ADAMS, GARY			02-08-91		

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

*Laura J. Chiles*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

171015  
6. 0. 1962

FOR CHAIRMAN COUNCIL  
OFFICE OF THE STATES ATTORNEY

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-302	GOLDRING, JERRY	0979	I	12-28-90	5-20-03	Buried
91-303	ARNOLD, GREGORY			01-31-91		County
91-304	ARNOLD, GREGORY			02-01-91		Landfill
91-305	BRAWNER, JEFFREY			03-16-91		
91-306	BRAWNER, THOMAS			03-16-91		
91-307	CAUTHEN, JOSEPH			04-09-91		
91-308	CRAMPTON, CLARK			01-31-91		
91-309	DANIELS, TODDRICK			05-19-90		
91-310	DREHER, DAVID			03-23-91		
91-311	FEATHERSTONE, GUY			01-01-91		
91-312	GARDNER, CHRISTA			10-09-90		
91-313	GARDNER, CHRISTA			08-03-91		
91-316	RANSOME, DAVID			04-01-91		
91-317	RICHARDSON, HUGH			04-18-91		
91-319	Pendergast, Kevin			04-14-91		
91-320	Gardner, Christa			09-26-90		
91-321	Gardner, Christa			05-04-89		
91-322	Herr, William			02-12-91		
91-323	Hama, Mohamed, Falza			06-07-90		
91-324	Moran, Alex			01-21-91		
91-325	Catterman, John			03-08-01		
91-326	Groer, John			04-07-01		
91-327	Hagens, David			12-14-91		
91-328	Smith, Brian			03-28-91		
91-329	Gardner, Christa			09-25-90		
91-331	Tinsley, Glasco			09-01-90		
91-332	Sutphin, Ronald			02-08-91		
91-333	Tessley, Herman			10-04-86		
91-335	Boahrd, James			03-30-91		
91-336	Bedmond, Richard			03-20-91		
91-337	Hillman, Oscar			09-18-7		
91-340	Cole, Timothy			01-23-01		
91-341	LOHUS, CHAD			12-26-90		
91-342	Mercer, Keith, Raymond			04-23-91		
91-343	SHERMAN, KEVIN			03-31-91		
91-344	LEWIS, RODNEY			07-12-90		
91-345	COOPER, DAVID			01-11-91		
91-347	DELANCEY, PATRICK			03-14-91		
91-348	KIRKLAND, DALE			03-14-91		
91-349	BOSWELL, WILLIAM			04-30-91		

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

*David J. Boyle*  
 Signature

*Legal Director*  
 Title

5-2-03  
 Date

FOR INFO WITH  
E.O. 13526  
FOR CIVILIAN CONTROL  
OFFICE OF THE CIVILIAN AERONAUTICS

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY

P. O. Box 3065  
Pata - Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-350	CLAY, REGINALD	C979	I	05-03-91	5-2-03	Bund
91-351	COLE, TIMOTHY			03-29-91		Canal
91-353	DORSEY, DAVID			04-11-91		(Lands)
91-354	GREEN, CECIL			05-02-91		
91-355	GREEN, HOWARD			05-02-91		
91-356	BAKER, MARY			01-26-91		
91-357	HEMSLEY, TRACY			03-26-91		
91-359	KANTAK, JEFFREY			02-28-91		
91-360	LEE, TIMOTHY			05-03-91		
91-361	BENJAMIN, WILLIAM			06-29/8-22/8-25-90		
91-362	PROCTOR, GEORGE			04-25-91		
91-363	ROBINSON, MOSES			04-18-91		
91-364	SAVOY, HERBERT			04-10-91		
91-365	TOLSON, MELVIN			05-02-91		
91-367	YATES, PATRICK			05-03-91		
91-369	TOSELL, ARTHUR			04-20-91		
91-371	BRAWNER, KEVIN			04-20-91		
91-373	HARDING, RICHARD			04-04-91		
91-374	GLENN, ERIC			01-19-91		
91-375	FINCH, HENRY			01-20-91		
91-376	OWENS, VICKIE			01-31-91		
91-377	CHANEY, TERRY			01-23-91		
91-379	BRAXTON, JEFFREY			12-31-90		
91-380	MURRAY, DANIEL			12-08-90		
91-381	WELSH, MATTHEW			01-25-91		
91-382	SCHENA, ANTHONY			09-13-90		
91-370	ROSEBORD, ERRICK			01-25-91		
91-383	SMITH, ELAINE			01-30-91		
91-384	MEADOWS, MELVIN			01-26-91		
91-385	BAKER, MARY			08-20-91 (NP)		
91-386	GINGLES, DENNIS			02-01-91		
91-387	LEWIS, RODNEY			09-31-90		
91-388	GUTH, DEAN			10-18-90		
91-389	BELL, BRIAN			03-21-91		
91-390	THOMAS, SHAWN			03-04-91		
91-391	YATES, WILLIAM			02-06-91		
91-392	BROWN, MICHAEL			01-19-91		
91-993	BARNES, JOHN			02-07-91		
91-394	PEED, BRIAN			10-25-90		
91-395	GALLEGOS, LISA			03-09-91		✓

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

*Linda J. Taylor*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

FOR THE ATTORNEY GENERAL

E. C. FORD, JR.

FOR CHARLES CONNELL

OFFICE OF THE ATTORNEY GENERAL  
TALLAHASSEE, FLORIDA

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-396	CONLEY, PAUL	0979	I	03-09-91	5-2-03	Bundled
397	POWELL, MARVIN			03-04-91		Curry
398	POWELL, WANDA			03-04-91		Labordia
399	ROBERSON, WILLIAM			12-16-90		
402	BENNETT, JEROME			05-11-91		
403	BRAWNER, KEVIN			04-20-91		
404	BUTLER, ANTWAN			03-20-91		
405	RANSOME, LEON			04-13-91		
406	DEYERMOND, JAMES			05-06-91		
407	DIEHL, ROBERT			05-20-91		
409	FRAZIER, STEPHEN			04-02-91		
410	FREEMAN, GEORGE			05-09-91		
411	DAVIS, DOMINIC			05-22-91		
412	MAYNARD, SHAWN			01-11-91		
413	MILAM, DONNA			03-10-91 thru 12-90		
414	MILLS, JAMES			04-07-91		
418	VINCENT, TINA			02-21-91		
419	DORSEY, ARTHUR			04-20-91		
421	WILLIAMS, RICHARD			11-30-90		
423	FRAZIER, STEPHEN			04-04-91		
424	HARDING, RICHARD			04-04-91		
425	FRAZIER, STEPHEN			03-20-91		
427	HAGENS, TIMOTHY			02-22-91		
428	JONES, MELVIN			10-10-90		↓

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

*Lawrence J. Hays*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

7-11-1961

10-10-1961

FOR CHIEF OF POLICE  
DEPT. OF THE SUMMER VILLAGE



	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-430	THOMPSON, SAMANTHA	C079	I	05-07-91	5-2-03	Bundled
91-432	LOFTUS, CHRISTOPHER			12-26-90		Can't
91-433	PALMER, JAMES			07-27-90		landfill
91-434	MCBINNIS, SAMUEL			11-30-90		
91-435	FORBES, LEE			11-30-90		
91-436	ROGERS, LAWRENCE			01-18-91		
91-437	HARPER, FARON			02-03-91		
91-440	EVERETT, KENNETH			09-23-90		
91-441	BARER, LANCE			01-26-91		
91-442	FORD, RONALD			07-22-90		
91-444	SMITH, RAYMOND			02-05-91		
91-445	CASH, TYRONE			05-26-91		
91-446	GUTH, DEAN			02-02-91		
91-447	GUTH, DEAN			03-09-91		
91-448	JONES, KEITH			05-26-91		
91-449	REINHARDT, DONALD			05-23-91		
91-450	VANCE, GEORGE			03-24-91		
91-451	FRAZIER, STEPHEN			03-19+20-91		
91-453	FISHER, STEVEN			12-14-90		
91-454	PINGLETON, GEORGE			05-19+20-90		
91-455	TRYBUS, TROY			05-19+20-90		
91-456	BEACH, THOMAS			05-19+20-90		
91-457	FRAZIER, STEPHEN			03-21-91		
91-458	TUCKER, KEITH			03-21-91		
91-460	BURCH, JOSEPH			12-4-12-90		
91-461	BURCH, JOSEPH			12-4-12-90		
91-462	BUTLER, DANIEL			02-19-91		
91-463	FARMER, JAMES			02-02-91		
91-464	FORD, RONNIE			01-25-88 thru 03-31-91		
91-465	HICKS, JAMES			04-18-91		
91-466	HOLLAND, ERIC			05-10-91		
91-467	KEYS, THEODORE			02-16-91		
91-468	MURRAY, DANIEL			05-31-91		
91-469	NEAL, GEORGE			03-04-91		
91-470	REEVES, JOHN			01-04-7-91		
91-471	ROGERS, TIMOTHY			05-03-91		
91-472	SUTTON, WAYNE			07-01-90 - 03-31-91		
91-473	SALISBURY, JOHN			03-15-91		
91-474	ARNOLD, EDWARD			03-07-91		

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

*Edward Arnold*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

Printed by the Government  
of the Republic of Colombia

FOR CHURCH OF COLOMBIA  
OFFICE OF THE PRESIDENT

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-475	Hicks, Pirriassa	0979	T	11-22-90	5-2-03	Buried
91-476	ford, Conrad			1-24-91		(landfill)
91-477	Perkins, Timothy			2-20-90		(landfill)
91-478	Human, Kenneth			2-5-91		
91-479	Humphreys, Sandra			9-28-90		
91-480	Baker, Andre			2-10-91		
91-481	Colbert, Donald			1-24-91		
91-482	Facchina, Gary			2-27-91		
91-483	Goldring, James			2-18-91		
91-484	Boudreau, John			2-9-91		
91-485	Kinder, David			2-3-91		
91-486	Armstrong, Johnson			2-8-91		
91-487	Barber, Alfred			5-22-91-5-23-91		
91-488	Braswell, Dyanin			6-16-91		
91-489	Kendrick, Alan			4-13-91		
91-490	Burriss, Vincent			6-20-90		
91-491	Butler, Nathaniel			5-13-91		
91-492	Campbell, James			5-31-91		
91-493	Dison, Thomas			3-13-90		
91-494	Ashcom, James			9-9-88		
91-495	Hankins, Julia			6-16-91		
91-496	Hayes, Antonio			5-21-91		
91-498	Jackson, Blanche			6-1-91		
91-499	Juliano, Michael			12-1-90		
91-500	Lawrence, Valerie			3-24-90		
91-501	Baker, Andre			9-10-89		
91-502	Milburn, Frances			2-15-91		
91-503	Washington, Antuan			5-10-91		
91-504	Wheeler, Terry			5-22-91-5-23-91		
91-505	Yates, William			3-15-91		
91-506	Mazzoni, Patrick			10-29-90		
91-507	Chase, Kenneth			11-21-90		
91-508	Brooks, Lowell			10-10-91		
91-510	Simmons, Ralph			5-27-91		
91-511	Goodrich, Steven			1-13-91		
91-512	Howard, William			3-19-91		
91-513	Newman, Derek			3-18-91		
91-515	Grimes, Richard			5-4-90		
91-516	Burnette, Calvin			3-13-91		
91-517	Grissom, Wesley			6-2-91		

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

David J. Hyle  
Signature

Legal Secretary  
Title

5-2-03  
Date

1900  
FOR CHIEF OF POLICE  
OFFICE OF THE CIVIL SERVICE

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-518	Kelly Robert	C979	T	9-23-90	5-2-03	Buried
91-519	Krosby Dennis			5-31-91		County
91-520	Swank Kirk			6-1-91		landfill
91-521	DAWSON, Laura			8-2-90		
91-522	Dawson, Paul			8-3-90		
91-523	Baker John			2-19-91		
91-524	Grimes, Richard			5-4-90		
91-525	THOMPSON, MARCUS			2-6-91		
91-526	FRAZIER, STEPHEN			3-3-91		
91-527	VALENTINE, MARILYN			4-18-91		
91-528	GALLOH, PAUL			1-19-91		
91-529	BALENGER, THEODORE			2-28-91		
91-530	HOWARD, WILLIAM			9-8 + 9-90		
91-531	HAWKINS, LINDA			1-18-90		
91-532	ALLEN, JEANELLE			6-24-91		
91-533	LEWIS, JOSEPH			6-3-91		
91-534	DURBIN, DANNY			4-8-91		
91-535	PEARSON, ROBERT			1-31-91		
91-536	QUEEN, VICTORIA			11-20-90		
91-537	WATSON, ORLANDO			4-1-91		
91-538	BROOKS, LAWRENCE			3-2-91		
91-539	HACKINS, ELDY			4-8-91		
91-540	ALEXANDER, KAREN			2-19-91		
91-541	LINCOLN, KEITH			2-4-91		
91-542	GROSS, NEVADA			3-27-91		
91-543	LYLES, BRYANT			12-7-90		
91-544	MITCHELL, MICHAEL			3-9-91		
91-545	LEWIS, RODNEY			9-13-90		
91-546	ANDERSON, DAVID			6-17-91		
91-547	BAKER, ANTHONY			2-15-91		
91-548	BARNES, STEPHEN			2-15-91		
91-549	BEACH, THOMAS			3-25-90		
91-550	BEACH, THOMAS			5-26 + 27-90		
91-551	BOWIE, JOHN			5-16-91		
91-552	BRADLEY, EUGENE			6-17-91		
91-553	BURNS, DAVID			6-13-91		
91-554	DORSEY, JEFFREY			4-15-91		
91-555	GRENIER, LARRY			6-14-91		
91-556	HARTWELL, DARRELL			8-2-90		
91-558	BURNS, DAVID			5-3-91		

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

*David J. Hays*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

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FOR CHRYSLER CREDIT

OBJECT OF THE REVIEW ALLOWED

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-559	LINKOUS, LEONARD	C979	I	6-21-91	5-2-03	Buried
91-560	HARTWELL, DARRELL			8-28-90		County
91-561	MCDONALD, ANDREW			5-16-91		landfill
91-562	MARTIN, MICHAEL			6-19-91		
91-563	MASON, ANTHONY			6-19-91		
91-564	HARTWELL, DARRELL			6-15-91		
91-565	PIANKLETON, GEORGE			3-24-25-90		
91-567	MAYLE, HENRY			7-5-91		
91-568	REEVES, JOHN			6-27-91		
91-569	SAVOY, RANDOLAH			6-20-91		
91-570	SIMMONS, CHRISTOPHER			6-19-91		
91-571	TARRON, TROY			6-21-91		
91-573	TITTLE, CHARLES			6-26-91		
91-576	WYNE, DANNY			5-16-91		
91-577	WISE, ZEMLEY			6-24-91		
91-578	YOUNG, JAMES			5-13-91		
9-579	NEAL, SHIRLEY			8-24-89		
91-580	BARNES, STEPHEN			2-16-91		
91-581	STATZEMER, DEAN			1-30-91		
91-582	DRINKS, JAMES			5-16-91		
91-583	THOMAS, GREGORY			5-24-91		
91-584	YOUNG, JAMES			10-13-90		
91-585	MILLER, DONALD			4-27-91		
91-586	PAWLOWSKI, MARK			2-10-91		
91-587	HAWKINS, DAVID			10-11-91		
91-588	BULLKER, ROBER			4-13-91		↓

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

*Lois J. [Signature]*  
Signature

*Legal Secretary*  
Title

*5-2-03*  
Date

PLEASE TYPE OR PRINT

H. O. BROWN

FOR CHARLES COLEMAN  
OFFICE OF THE ATTORNEY GENERAL  
STATE OF CALIFORNIA



**Department of General Services**

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

Prepare in Duplicate

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

Reporting Agency

Division or Unit

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-588	Baker, Anthony	0979	I	2-12-91	5-2-03	Burned
91-590	Barber, Oscar			4-10-91		Cannib
91-592	Craig, Shelly			3-26-91		landfill
91-594	Lusch, Kelvyn			6-3-91		
91-595	Krishner, Charles			9-30-91		
91-596	Abbott, Reberon			6-26-91		
91-597	Karsome, David			4-24-91		
91-598	Koss, Ernest			5-2-91		
91-599	Thompson, Jos			7-1-91		
91-600	Washington, Herman			5-7-91		
91-602	Powell, Lane			11-1-87		
91-603	Marshall, Donna			3-16-91		
91-604	Wood, Ronald			10-20-87		
91-605	Hurl, Brian			3-23-91		
91-606	Trotter, Philip			9-14-90		
91-607	Goldsmith, Madeline			4-25-91		
91-608	Thompson, Darnell			5-2-91		
91-609	Carroll, Douglas			3-16-91		
91-610	Winters, Patrick			3-16-91		
91-611	Abell, Ronald			4-30-91		
91-612	Campbell, Dennis			7-10-91		
91-614	Coan, Kimberly			5-13-91		
91-615	Gladue, Diane			7-1-91		
91-618	Howell, David			7-26-91		
91-620	Johnson, Michael			7-14-91		
91-621	King, Troy			7-19-91		
91-622	Pingleton, George			4-10-90		
91-623	Pingleton, George			8-24-90		
91-624	Procter, John			7-27-91		
91-625	Kotzeb, Donald			4-12-91		
91-626	Short, Floyd			3-10-91		
91-627	Short, Floyd			3-23-91		
91-628	Trubus, Troy			8-24-90		
91-629	Trubus, Troy			4-6-90		
91-630	Trubus, Troy			12-18-90		
91-631	Wade, Gordon			4-30-91		
91-632	Federation, Steven			5-29-91		
91-633	Denn, Richard			5-7-91		
91-634	Barbee, James			4-4-91		
91-635	Thompson, Pier			5-15-91		

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

*David J. Hays*  
Signature

*Legal Secretary*  
Title

5-2-03  
Date

FOR CHARTER COPY  
OFFICE OF THE CLERK, TALLAHASSEE



1980s (approx) copy

10/10/80

FOR CHARITIES COMMISSION

OFFICE OF THE COMMISSIONER

	<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency	Records Management Division	
	7275 Waterloo Road (Rte 175)	
Division or Unit	P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-650	THOMPSON, PIER	C979	I	7-11-91	8-15-03	Bundled
91-652	BROWN, DIANE			5-6-91		(Carroll)
91-653	MCALLISTER, ANNE			10-14-90		landfill
91-654	VANPELT, HOWARD			7-6-91		
91-656	PARRISH, JOHN			12-14-90		
91-657	RYAN, GERALD			3-28-91		
91-658	HICKS, FRANCIS			4-29-91		
91-659	BOWMAN, QUINTEN			8-3-88		
91-660	ROBLET, PATRICIA			5-2-91		
91-662	NEROMA, MARVIN			4-14-91		
91-663	BUTLER, PHILIP			6-9-91		
91-664	BUTLER, PHILIP			4-23-91		
91-665	BUTLER, PHILIP			3-23-91		
91-666	DURRISS, VINCENT			6-20-91		
91-667	GOINS, BOBBIE			7-12-91		
91-668	LUNG, KEVIN			11-13-89		
91-669	SHERROD, FRANKLIN			7-31-91		
91-670	SMOOT, DALE			8-2-91		
91-671	ATKINSON, NATASHA			4-23-91		
91-672	WILLIAMS, JAMES			2-7-91		
91-673	FOX, KATHY			7-8-91		
91-674	HAMRICK, DELBERT			7-3-91		
91-675	WYNE, DANNY			6-14-91		
91-676	CATLETT, JERREL			6-15-91		
91-677	SINGLETARY, CHAUNCEY			4-12-91		
91-678	HETRICK, JONATHAN			4-16-91		
91-679	DOUGHTY, BRIAN			4-8-91		
91-680	TORRES, STEPHEN			4-27-91		
91-681	SNEED, JOSEPH			5-5-91		
91-682	GIBSON, JENNIFER			4-28-91		
91-683	ATKINSON, DENNIS			5-7-91		
91-684	SMITH, HERMAN			5-10-91		
91-685	BUCKLER, DEBORAH			5-20-91		
91-687	CHAAMAN, DIANE			7-16-91		
91-688	GOUGH, PAUL			8-4-91		
91-689	HARTWELL, DARRELL			8-6-91		
91-692	WHITE, ARTHUR			8-16-91		
91-693	VATES, JOHN			7-18-91		
91-694	ELINE, RALPH			6-10-91		
91-695	SIMMIAS, CHRISTOPHER			12-24-95		✓

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

Linda S. Harner  
Signature

Secretary  
Title

8-19-03  
Date

1740  
U. C. 1000

FOR CHARLES COURLA  
OWNER OF THE 21412 1/2

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit		Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-696	SIMMONS, CHRISTOPHER	C979	I	12-25-91	8-15-03	Buned
91-697	SIMMONS, CHRISTOPHER			6-18+19-91		Cash
91-698	SIMMONS, CHRISTOPHER			2-12-91		landfill
91-699	ROBERTSON, DANIEL			10-2-90		
91-700	MARTIN, MICHAEL			6-18+19-91		
91-701	MASON, ANTHONY			6-18+19-91		
91-703	GOODRICH, STEVEN			8-1-91		
91-704	HOGUE, DONOVAN			5-20+21-91		
91-707	MCCLAUGHERTY, HUGA			8-1-91		
91-708	JONES, ANDREW			5-5-91		
91-710	HOLLAND, RICHARD			5-20-90		
91-711	SIMMS, JOHN			6-6-91		
91-712	ZANTZINGER, WILLIAM			5-24-88 thru 4-19-91		
91-713	HUGHES, WILLIAM			7-7-91		
91-714	DANIELE, MICHAEL			4-20-91		
91-715	CAMPBELL, DENNIS			4-23-91		
91-716	CAMPBELL, DENNIS			4-23-91		
91-717	BUTLER, JEFFREY			3-3-91		
91-718	DARSEY, DAVID			5-1-91		
91-719	BROOKS, LAWRENCE			3-3-91		
91-720	MILLER, ROGER			5-10-91		
91-721	SUSSAN, MICHAEL			7-2-91		
91-722	CHASE, PAMELA			6-24-91 thru 7-3-91		
91-723	LOHME, DAVID			7-26-91		
91-724	ALLEN, WILLIAM			12-13-90		✓

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

Linda S Harner  
Signature

Secretary  
Title

8-19-03  
Date

FRANCIS WASHINGTON TAYLOR  
vs. O. BURDET

LOUISIANA CHANCERY COURT  
OFFICE OF THE CLERK OF COURTS



	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		
Division or Unit		

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1233475527	Carnahan, Charles	C-979	II	9/26/99	4/18/03	Buried
1233475576	Lukas, Tate	C-979	II	7/28/99		Cash
3233481801	Buscol, Clifton	C-979	II	7/2/99		Cash
4233481802	David, Virginia	C-979	II	2/20/00		
5233481803	Turner, James R	C-979	II	2/20/00		
6233481804	Scott, Jason	C-979	II	2/20/00		
6233483000	Willingham, Brad A	C-979	II	8/7/99		
0233483002	Bohann, Joseph M	C-979	II	8/7/99		
0233483051	Phillip, Rodney C	C-979	II	7/31/99		
4233483074	Plemmons, Christopher	C-979	II	5/18/99		
0233483177	Brewett, Michael D	C-979	II	7/23/99		
5233483301	Dixon, John K	C-979	II	6/3/99		
6233483363	Saunders, James L	C-979	II	6/3/99		
0233483303	Rosoman, Jonathan	C-979	II	6/3/99		
1233483304	Kuatz, Jessica M	C-979	II	6/3/99		
3233483306	Cook, Michelle L	C-979	II	6/16/99		
4233483307	Fitzgerald, Nicholas	C-979	II	6/16/99		
5233483308	Norwood, Robert	C-979	II	10/13/99		
0233504897	Moore, Dennis	C-979	II	6/22/99		
6233496077	Hunter, Veto	C-979	II	7/11/99		
5233496076	Hawkins, Michael	C-979	II	7/11/99		
5233489704	Houghton, Kevin P	C-979	II	6/3/99		
2233489701	Willett, William	C-979	II	6/2/99		
1233486132	Dolina, Franklin	C-979	II	12/4/99		
6233486130	Dolina, John	C-979	II	12/4/99		
5233486101	Jamerson, Michael	C-979	II	5/10/99		
2233486126	Karson, Derek L	C-979	II	4/8/99		
3233486127	Beasley, Brandon S	C-979	II	5/3/99		
0233486054	Jones, Kimberly	C-979	II	7/10/99		
5233486052	Wiltott, William R	C-979	II	7/1/99		
4233486051	Gett, Richard G	C-979	II	6/26/99		
3233486001	Rivera, Augustina	C-979	II	8/17/99		
0233486026	Margison, Shawn L	C-979	II	7-1-99		
1233486027	Chase, Glenn A	C-979	II	7/1/99		
2233486028	Govens, Eric L	C-979	II	7/10/99		
2233485951	Turner, Kenneth	C-979	II	9/3/99		
5233485926	Combs, John Ryan	C-979	II	6/1/99		
6233485927	Smith, Jeffrey M	C-979	II	6/1/99		
0233485928	Torres, Jason W	C-979	II	7/4/99		
1233485901	Oye, Brandi M	C-979	II	11/26/99		

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

*[Signature]*  
Signature

*[Signature]*  
Title

4/18/03  
Date

171.000 (continued)

U.S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON, D.C. 20535

Reporting Agency		<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275		Prepare in Duplicate  Retain one (1) copy and forward original to address at left			
						Division or Unit	

**CERTIFICATE OF RECORDS DISPOSAL**

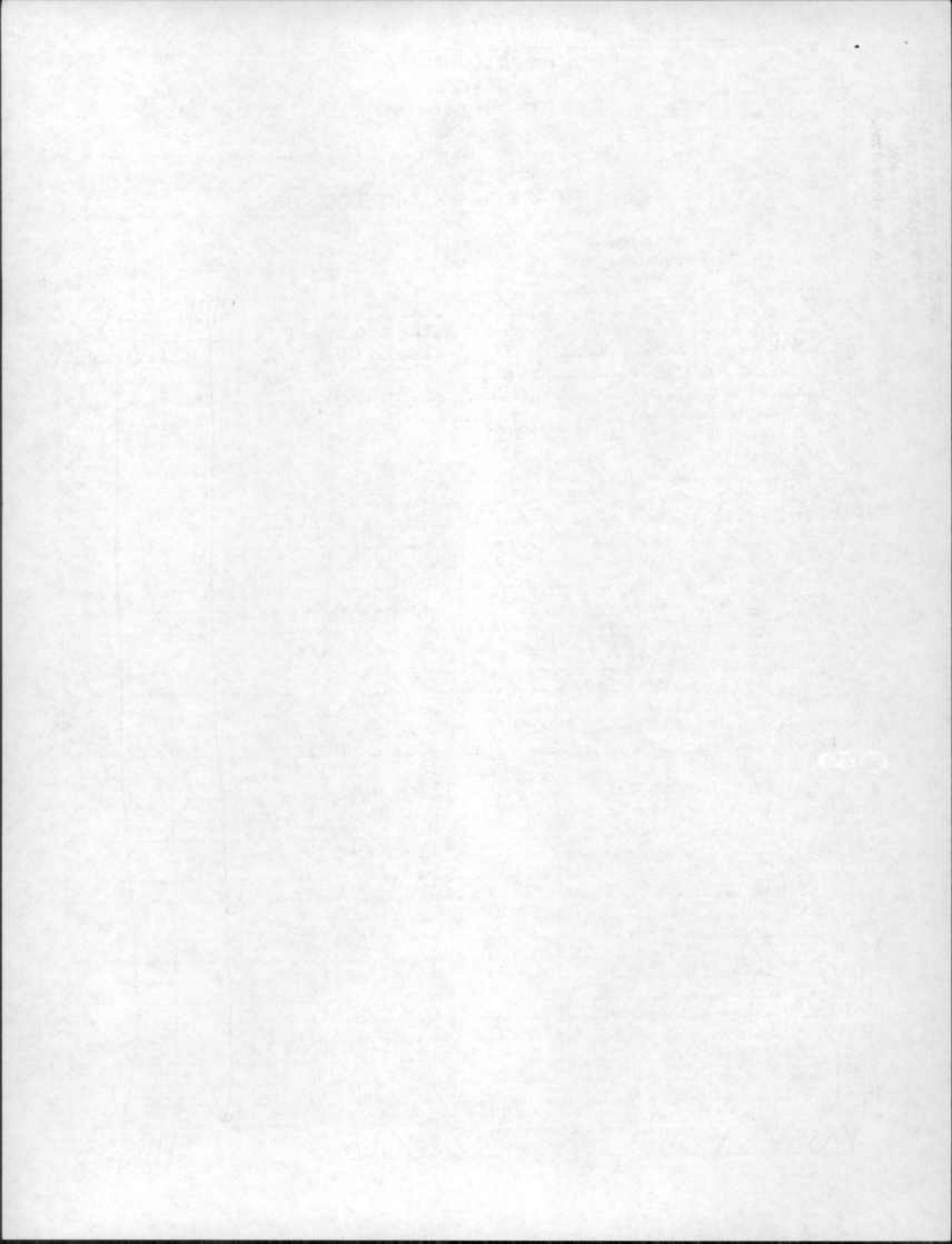
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
6Z	33000526 Phillip, Rodney C	C-979	II	10/12/95	4/18/03	Burned
3Z	33000530 White, Thomas	C-979	II	10/26/99		Canceled
4Z	33000531 White, Thomas	C-979	II	10/26/99		Canceled
5Z	33000532 White, Thomas	C-979	II	10/26/99		
6Z	33000533 White, Thomas	C-979	II	10/26/99		
6Z	33000534 White, Thomas	C-979	II	10/26/99		
1Z	33000535 White, Thomas	C-979	II	10/26/99		
0Z	33000583 Chavez, Torres	C-979	II	9/17/95		
2Z	33000592 Sumner, James H	C-979	II	8/19/98		
0Z	33000604 Tolson, Joseph L	C-979	II	9/2/98		
1Z	33000612 Proctor, Julia	C-979	II	6/9/99		
2Z	33000620 Owens, James	C-979	II	4/20/99		
3Z	33000621 Halton, Emerson	C-979	II	4/21/99		
4Z	33000622 Taylor, Angela	C-979	II	7/4/99		
6Z	33000624 Cordery, Mary E	C-979	II	8/19/99		
0Z	33000625 Phillip, Rodney C	C-979	II	4/5/00		
1Z	33000626 Pollard, James B	C-979	II	12/23/95		
6Z	33000701 Brooks, Vincent J	C-979	II	1/2/95		
5Z	33000714 Passagno, Paul	C-979	II	1/29/99		
1Z	33000717 Thin, Leon	C-979	II	8/12/99		
2Z	33000728 Yonkers, Tammy	C-979	II	8/2/99		
2Z	330007348 Laguerre, Angela	C-979	II	3/12/99		
5Z	33378553 Hildreth, James	C-979	II	1/29/99		
6Z	33475301 King, Jennifer M	C-979	II	6/2/99		
0Z	33475302 Bora, Dwayne	C-979	II	6/2/99		
3Z	33475326 Nappety, Steven	C-979	II	6/7/99		
5Z	33475328 Ashley, Mark D	C-979	II	7/18/99		
6Z	33475329 Fackel, Michael	C-979	II	6/7/99		
0Z	33475330 Taylor, Kurtis C	C-979	II	7/25/99		
1Z	33475331 Thun, Kristi	C-979	II	7/28/99		
0Z	33475351 Norwood, Robert W	C-979	II	8/27/99		
3Z	33475501 Fitzgerald, Steven	C-979	II	5/21/99		
4Z	33475502 Sarlock, James R	C-979	II	5/21/99		
6Z	33475504 Dutton, Keith C	C-979	II	10/27/99		
0Z	33475505 Sullivan, Melissa M	C-979	II	10/31/99		
1Z	33475506 Zigler, Raymond	C-979	II	10/31/99		
2Z	33475507 Houser, Justin	C-979	II	10/5/99		
3Z	33475508 Wagner, Bryan D	C-979	II	11/11/99		
4Z	33475509 Mitchell, John D	C-979	II	11/25/99		
0Z	33475526 Burch, Richard A	C-979	II	5/21/99		

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

*Karen Luth*  
Signature

*Secretary*  
Title

4/18/03  
Date



Department of General  
Services

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

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original to address at left

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal	
		Retention Schedule No.	Item No.				
3Z	33485826	Alvies, Bernard II	C-979	II	6/5/99	4/18/03	Buried
2Z	33485776	Aloupis K	C-979	II	5/12/99		County
6Z	33485801	Lucas, Jason	C-979	II	4/5/99		Landfill
3Z	33485679	Jay, Christopher S	C-979	II	5/5/99		
4Z	33485680	Ridley, Wayne D	C-979	II	6/5/99		
2Z	33485727	Thompson, James C	C-979	II	9/3/99		
2Z	33485678	Knause, Kara M	C-979	II	4/23/99		
6Z	33485826	Mitchell, Richard D	C-979	II	11/3/99		
5Z	33489527	Honaker, Teressa	C-979	II	5/22/99		
4Z	33485826	Knott, Jr Charles	C-979	II	11/9/99		
6Z	33485451	Drummon, Leon A	C-979	II	4/13/99		
4Z	33485351	Carbonneau, Brandon	C-979	II	10/3/99		
3Z	33485301	McKanghlin, Jason	C-979	II	4/17/99		
0Z	33485102	Sneed, Jason J	C-979	II	7/9/99		
2Z	33485076	Williams, Kenneth	C-979	II	5/22/99		
0Z	33484976	Hazel, Bruce A	C-979	II	8/2/99		
1Z	33484977	Hazel, Bruce A	C-979	II	8/2/99		
0Z	33484955	Wallace, Matthew	C-979	II	10/3/99		
6Z	33484954	Clark, Keith J	C-979	II	10/9/99		
2Z	33484880	Leinach, Solomon	C-979	II	12/18/99		
1Z	33484879	Pittman, Jason E	C-979	II	12/18/99		
5Z	33484876	Yeomans, Timothy	C-979	II	7/28/99		
1Z	33484851	Watkins, Benjamin	C-979	II	7/10/99		
3Z	33484776	Lewis, Aaron T	C-979	II	12/1/99		
2Z	33484607	Tyler, Kurtis C	C-979	II	8/7/99		
6Z	33484604	Roid, Joseph J	C-979	II	6/18/99		
1Z	33484606	Muller, Paul G	C-979	II	7/5/99		
5Z	33484603	Long, Brian A	C-979	II	6/18/99		
4Z	33484602	Thomas, Jerome D	C-979	II	5/16/99		
6Z	33484576	Long, Robert A	C-979	II	10/3/99		
4Z	33484476	Day, Drew Y	C-979	II	8/28/99		
2Z	33484376	Hobbs, Clayton Keith	C-979	II	12/1/99		
1Z	33484326	Dye, Laura M	C-979	II	9/17/99		
2Z	33484327	Dye, Laura M	C-979	II	9/17/99		
3Z	33484328	Dye, Laura M	C-979	II	9/17/99		
5Z	33484001	Outton, Keith C	C-979	II	9/19/99		
6Z	33484002	Thier, Jesse A	C-979	II	9/19/99		
2Z	33483851	Young, David A	C-979	II	10/10/99		

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

*Karen Keith*  
Signature

*Secretary*  
Title

4/18/03  
Date

To my appreciation

A. J. B. 1959

FOR CHARLES COVALL

COLLEGE THE 21st of MICHIGAN



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FOR THE UNIVERSITY OF  
CALIFORNIA  
FOR THE LIBRARY OF THE  
UNIVERSITY OF CALIFORNIA  
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Reporting Agency		
Division or Unit		

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P10300	Joseph Harry Edele	C-979	II	6-19-97	4/18/03	Burned
5P10302	Carl Bowman	C-979	II	6-19-97		Canby
0P10304	Wayne Michael Sullivan	C-979	II	6-20-97		Canby
1P10305	Lillian Mae Owens	C-979	II	6-19-97		
2P10306	Jerald Douglas Washington	C-979	II	6-19-97		
3P10309	Brian Alphonse Stuard	C-979	II	6-22-97		
6P10310	Dierdre Ann Leeds	C-979	II	6-23-97		
0P10311	Jill Wood Baker	C-979	II	6-23-97		
3P10314	Carlos B. Robertson	C-979	II	6-23-97		
4P10315	Lawanda Butler	C-979	II	6-23-97		
3P10316	Marc Lamont Walker	C-979	II	6-23-97		
6P10317	Mary Beth Davis	C-979	II	6-23-97		
1P10319	Lawrence J. Gilliam Jr.	C-979	II	6-23-97		
2P10320	Walter Anthony Glisto	C-979	II	6-23-97		
3P10321	Joseph Terrel Briscoe	C-979	II	6-23-97		
4P10322	Gene Matthew Hall	C-979	II	6-23-97		
5P10323	Vaughn Cornell Mackall	C-979	II	6-23-97		
6P10324	Francis Orlando Briscoe	C-979	II	6-23-97		
0P10325	Peggy Gilroy	C-979	II	6-23-97		
1P10326	William C. Towe	C-979	II	6-23-97		
3P10328	Akja Nicole Hardnett	C-979	II	6-30-97		
4P10329	Akja Nicole Hardnett	C-979	II	6-30-97		
0P10332	William Bernie Alvey	C-979	II	6-24-97		
1P10333	Daniel Ellwood Savoy	C-979	II	6-24-97		
3P10335	Heather Louise Mahoney	C-979	II	7-7-97		
4P10336	Herstel Michael Capener	C-979	II	6-25-97		
5P10337	Lawrence Byrd	C-979	II	6-25-97		
6P10338	Velma Jean Burroughs	C-979	II	6-25-97		
0P10339	Ricky Day	C-979	II	6-26-97		
1P10340	Brian Keith Harkey	C-979	II	6-25-97		
2P10341	Joseph L. Mckenney	C-979	II	6-26-97		
3P10342	Lawrence B. Proctor	C-979	II	6-26-97		
5P10344	Willis Dean Ford	C-979	II	6-26-97		
6P10345	Radney Dr-faulous Ward	C-979	II	6-26-97		
0P10346	Richard Brian Jones	C-979	II	6-26-97		
1P10347	Darrick Lenathan Atkins	C-979	II	6-26-97		
2P10348	Paula LaShawn Atkins	C-979	II	6-26-97		
3P10349	Antoinette Andre Reeves	C-979	II	6-26-97		
4P10350	Clifton Jerome Goldberg	C-979	II	6-26-97		
5P10351	Bradley Delane Hempel	C-979	II	6-23-97		

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

*Karen Kuhn*

Signature

*Secretary*

Title

4/18/03

Date

1930s 10/10/1930s  
L. O. 1000002

LOB CTIVITEZ COOMIA  
OFFICE OF THE DIRECTOR VILKOMEA

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

Department of General Services

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

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CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P10085	Keith A. Curtis	C-979	II	5/30/97	4/18/03	Buried
6P10086	Johnny Lee Shippy	C-979	II	5/30/97		County Landfill
0P10087	John Francis Thomas	C-979	I	5/30/97		
1P10088	Mark Edward Burnett	C-979	II	5/30/97		
3P10090	Senious Benton Hight	C-979	II	5/31/97		
6P10093	Kenneth Ray Mitchell	C-979	#	5/31/97		
0P10094	Michael Lee	C-979	II	5/30/97		
1P10095	Shawn Michael Huffray	C-979	II	5/31/97		
2P10096	Milton Jerome Pinkney	C-979	II	5/31/97		
3P10097	Joseph Eldridge Queen	C-979	II	5/31/97		
4P10098	Michael Lee Wahler	C-979	II	6/1/97		
5P10099	Deanna Marie Wahler	C-979	II	6/1/97		
6P10100	Ronnie Lee Largent, Sr	C-979	II	6/1/97		
0P10101	Lori Ann Sizemore	C-979	II	5/22/97		
2P10103	Brandon Scott Gross	C-979	II	5/25/97		
3P10104	Patricia Lee Randall	C-979	II	5/25/97		
4P10105	Octavia Arudiz Martinez	C-979	II	5/25/97		
5P10106	Terril Lynn Carroll	C-979	II	5/24/97		
6P10107	Tirell Anton Ransome	C-979	II	5/25/97		
0P10108	Michael Thomas Davis	C-979	II	5/29/97		
1P10109	Deborah May Gilroy	C-979	II	5/27/97		
3P10111	Damian Ari West	C-979	II	5/27/97		
4P10112	Matthew Brian Crake	C-979	II	5/27/97		
5P10113	Louis Daniel Wray	C-979	II	5/28/97		
6P10114	Terry Lee Butler	C-979	II	5/28/97		
0P10115	Vanskie D. Williams	C-979	II	5/28/97		
1P10116	Leslie Mack Elliott, Jr.	C-979	I	5/28/97		
3P10118	Wilma Jean Wilson	C-979	II	6/1/97		
4P10119	James Robert Miller	C-979	II	6/1/97		
5P10120	Douglas Matthew Wallace	C-979	II	6/2/97		
6P10121	Julian Carroll	C-979	II	6/2/97		
0P10122	James L. Meredith, Sr.	C-979	II	6/4/97		

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

*Handwritten Signature*  
 Signature

*Handwritten Title*  
 Title

*Handwritten Date*  
 Date

191000 (000000) 200000  
to 0. 1000000

FOR CHARLES COITALLA  
CHIEF OF THE CIVIL ENGINEERS

Department of General Services

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

Prepare in Duplicate

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

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P10027	Timothy James Ellis	C-979	II	5/26/97	4/18/03	Burned
4P10028	Charles Hampton Burke	C-979	II	5/26/97		County
5P10029	Mark M. Bell	C-979	I	5/26/97		(and h)
6P10030	Elizabeth Ann Williams	C-979	II	5/26/97		
1P10032	Bruce Theodore Chapman	C-979	II	5/26/97		
2P10033	Mark Kerry Carter	C-979	II	5/26/97		
4P10035	Rodney Clifton Briscoe	C-979	II	5/27/97		
5P10036	Crystal Dawn Windsor	C-979	II	5/14/97		
6P10037	John James Makowski	C-979	II	5/14/97		
2P10040	Joe Amos Squirewell, Jr.	C-979	II	5/27/97		
3P10041	Norma Mae Pinkard	C-979	II	5/27/97		
0P10045	Matthew B. Crookes	C-979	II	5/27/97		
1P10046	Matthew B. Crookes	C-979	I	5/27/97		
3P10048	Teresa Annette Hensley	C-979	II	5/28/97		
4P10049	Stephen Raymond Barnes	C-979	II	5/28/97		
6P10051	John M. Wheeler	C-979	II	5/28/97		
0P10052	Sheila Juanita Somerville	C-979	II	5/23/97		
1P10053	Francis Irene Milburn	C-979	II	5/23/97		
2P10054	Rhonda Louise Hall	C-979	II	5/20/97		
3P10055	Janice Ann Mills	C-979	II	5/20/97		
6P10058	Stephanie Michelle Clark	C-979	II	5/28/97		
0P10059	Joseph Leonard Goldsborough	C-979	II	5/20/97		
1P10060	Brian Keith Harley	C-979	II	5/28/97		
4P10063	Eugene C. Johnson Sr.	C-979	II	5/29/97		
5P10064	Kristin L. Bradburn	C-979	II	5/28/97		
6P10065	Umana Edgar Alfredo Gonzales	C-979	II	5/29/97		
0P10066	Michael Anthony Thomidis	C-979	II	5/29/97		
1P10067	Carl John Behrman	C-979	II	5/27/97		
3P10069	Cheryl Lynn McConaty	C-979	II	5/29/97		
6P10072	Tasha Ledannia Gomez	C-979	II	5/29/97		
0P10073	Tracy Donnell Pinkney	C-979	II	5/29/97		
1P10074	Lemuel P. Simmons	C-979	II	5/29/97		
2P10075	Sheila Diane Key	C-979	II	5/29/97		
4P10077	Michelle Esther Carada	C-979	II	5/30/97		
5P10078	Lisa J. Butler	C-979	II	5/30/97		
6P10079	Robert Lee McArthur	C-979	II	5/26/97		
0P10080	Hubert (NMN) Shanklin Jr.	C-979	II	5/22/97		
1P10081	Jean Larouche	C-979	II	5/30/97		
4P10084	Berry Gilroy	C-979	II	5/30/97	✓	✓

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

*Kalen Kuhn*  
Signature

*Secretary*  
Title

4/18/03  
Date

Publicly Available  
1, 1997

FOR THE UNITED STATES  
OFFICE OF THE ATTORNEY GENERAL

OFFICE OF THE STATE'S ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata, Maryland 20646

**Department of General Services**

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

Prepare in Duplicate

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

**CERTIFICATE OF RECORDS DISPOSAL**

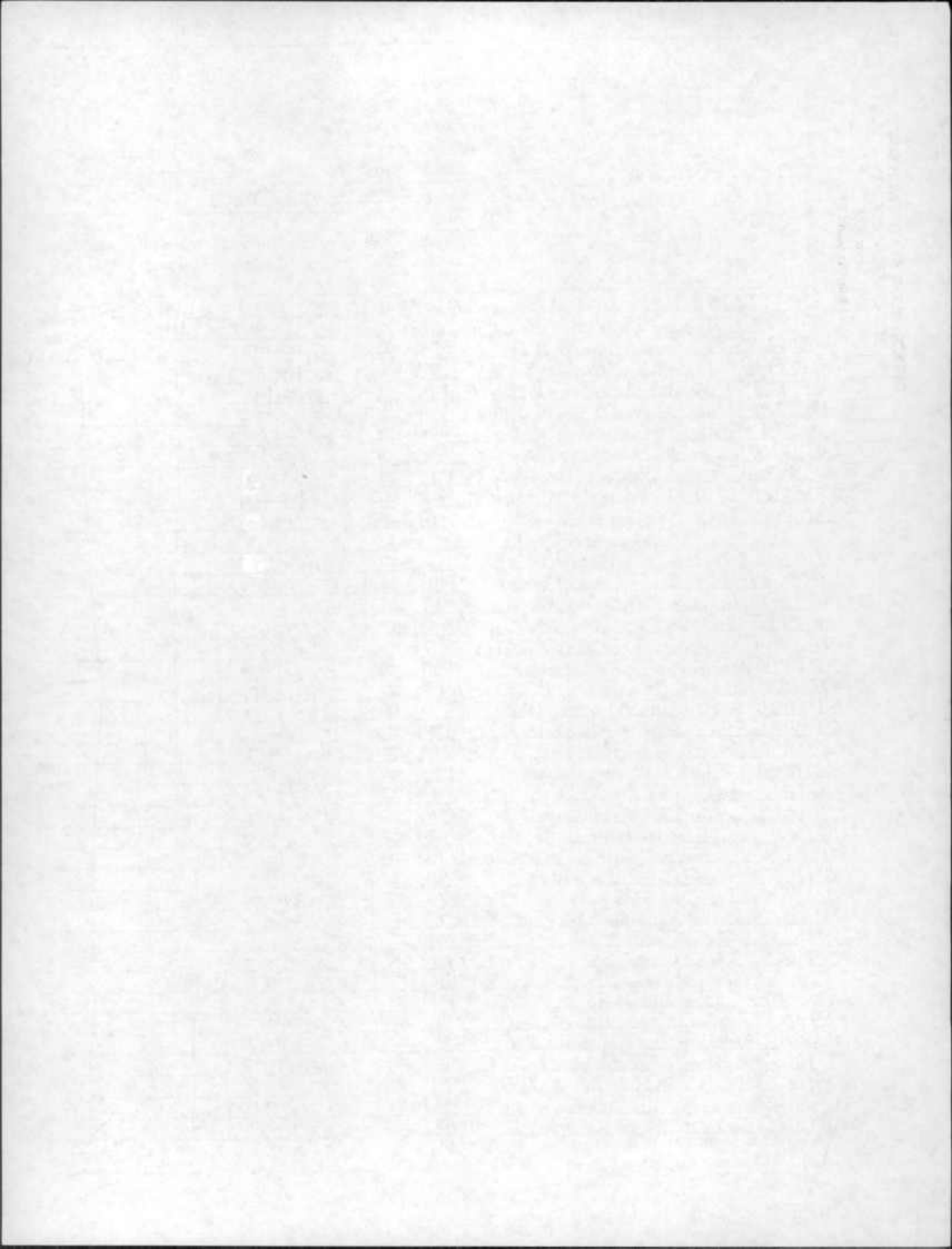
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2	DP9970 Francis Raymond Caldwell C-979		II	5/19/97	4/18/03	Buried
3	P9971 Thomas Eugene Pickeral C-979		II	5/18/97		Landfill
5	P9973 John F. Douglas C-979		II	5/19/97		Landfill
6	P9974 Everett L. Marshall, Jr. C-979		II	5/19/97		
1	P9975 Charles Harrison Varas C-979		II	5/19/97		
1	P9976 Ruby Ann Madline Willett C-979		II	5/19/97		
2	P9977 Billy Joseph Owens C-979		II	5/19/97		
3	P9978 Ira E. Hill Jr. C-979		II	5/19/97		
1	P9983 Tracy Evans Hensley C-979		II	5/20/97		
2	P9984 William Alfred Briscoe C-979		II	5/20/97		
3	P9985 Carlos Bartholomew Robertson C-979		II	5/19/97		
4	P9986 Brian D. Richard C-979		II	5/20/97		
5	P9987 Anthony Tyrone Plater C-979		II	5/20/97		
6	P9988 Theresa Maria Richard C-979		II	5/21/97		
1	P9990 William Thomas Chisley Jr. C-979		II	5/21/97		
2	P9991 Joseph John Lazarovich C-979		II	5/21/97		
3	P9992 Anthony James Baker C-979		II	5/21/97		
4	P9993 William Roscoe Collins C-979		II	5/21/97		
6	P9995 Andrew Jeffrey Buckler C-979		II	5/21/97		
0	P9996 Timothy Alan Dalton C-979		II	5/21/97		
2	P9998 Artius M. Robinson C-979		II	5/21/97		
4	P10000 Joshua Charles Verbeten C-979		II	5/17/97		
5	P10001 Heather Jean Long C-979		II	5/19/97		
0	P10003 Larry Duke Bowman Jr. C-979		II	5/20/97		
1	P10004 Cortina Marie Cooper C-979		II	5/20/97		
2	P10005 George Wesley Howsare C-979		II	5/20/97		
5	P10008 Timothy D. Carter C-979		II	5/23/97		
6	P10009 Denise Hawkins C-979		II	5/23/97		
0	P10010 William David Wilkison C-979		II	5/23/97		
2	P10012 Kim Wills C-979		II	5/23/97		
3	P10013 Kim Wills C-979		II	5/23/97		
5	P10015 Amy Yvonne Madison C-979		II	5/23/97		
0	P10017 Calvin L. Thomas C-979		II	5/24/97		
1	P10018 John William Clark C-979		II	5/24/97		
2	P10019 Nathan Emory Velozo C-979		II	5/25/97		
5	P10022 Raymond Edward Tye C-979		II	5/25/97		
6	P10023 Michael L. Johnson C-979		II	5/25/97		
1	P10025 George W. Johnson C-979		II	5/26/97		
2	P10026 Renée Leverne Ball C-979		II	5/21/97		

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

*Karen Kuba*  
Signature

*Secretary*  
Title

4/18/03  
Date





OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit		Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P9913	Joyce J. Roland	C-979	II	5/12/97	4/18/03	Burned
3P9915	Beverly Ann Thomsen	C-979	II	5/13/97		Courtesy Landfill
4P9916	Steven Dwight Kempton	C-979	II	5/13/97		Landfill
0P9919	Phyllis Elizabeth Hill	C-979	II	3/24/97		
1P9920	Jeanne Dotson	C-979	II	5/13/97		
3P9922	Linda Michelle Sparks	C-979	II	5/14/97		
4P9923	James Dewitt Sparks	C-979	II	5/14/97		
5P9924	Merrideth Ann Eller	C-979	II	5/14/97		
6P9925	Joseph Lawrence Langley Jr.	C-979	II	5/14/97		
0P9926	Michael Shamir Eberhardt	C-979	II	5/12/97		
1P9927	Christine Williams	C-979	II	5/14/97		
4P9930	Gary W. Muse	C-979	II	5/15/97		
6P9932	Nichole Kim Cara Hayward	C-979	II	5/15/97		
2P9935	Joseph Bernard Johnson Jr.	C-979	II	5/15/97		
4P9937	Mary Beth Davis	C-979	II	5/15/97		
5P9938	Vincenzo (NMN) Fama	C-979	II	5/15/97		
6P9939	Robert Allen Riggs	C-979	II	5/15/97		
0P9940	Matthew T. Donahue	C-979	II	5/16/97		
1P9941	Lola Catherine Jones	C-979	II	5/13/97		
2P9942	Ray Trent Thompson	C-979	II	5/13/97		
3P9943	Akemi Harvell Robertson	C-979	II	5/16/97		
5P9944	William Lloyd Gross	C-979	II	5/8/97		
6P9946	Louis Calvin Proctor	C-979	II	5/16/97		
0P9947	Wayne Anthony Thomas Sr.	C-979	II	5/16/97		
1P9948	Jeffrey Wayne Roland	C-979	II	5/16/97		
2P9949	Cameron Tyrone Dixon	C-979	II	5/16/97		
3P9950	Kevin Maurice Branner	C-979	II	5/16/97		
4P9951	James Michael Bell	C-979	II	5/16/97		
6P9953	Kevin Scott Satterfield	C-979	II	5/17/97		
1P9955	Janae Kristie Gatchell	C-979	II	5/17/97		
2P9956	Sharon Lee Hines	C-979	II	5/17/97		
3P9957	Louberta Marian Riggs	C-979	II	5/17/97		
5P9959	Ronald Ervin Carroll	C-979	II	5/17/97		
1P9962	Lisa Renee Jennings	C-979	II	5/17/97		
2P9963	James Robert Gillespie	C-979	II	5/17/97		
3P9964	Jerome Dwayne Sutphin	C-979	II	5/17/97		
5P9966	John Phillip Oliver, Jr.	C-979	II	5/18/97		
6P9967	Derrick Bernard More	C-979	II	5/18/97		
0P9968	John Columbus Hicks	C-979	II	5/18/97		
1P9969	John Wayne Horseman, Sr.	C-979	II	5/18/97	↓	↓

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

*[Handwritten Signature]*  
 Signature

*[Handwritten Title]*  
 Title

4/18/03  
 Date

PROPERTY OF THE  
U. S. GOVERNMENT

FOR CIRCULATION  
OFFICE OF THE DIRECTOR

**Department of General Services**

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

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Reporting Agency

Division or Unit

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
Group 1	Bad check Correspondence Not charged (490 total #)	C-979	✓	1/00 - 12/00	1/31/03	shred
Group 2	Bad check Correspondence Not charged (99 total #)	C-979	✓	1/98 - 12/98	4/18/03	Buried County landfill 4/18/03
Group 3	Bad Check Correspondence Not charged (160 Total)	C-979	✓	1/99 - 12/99		Buried County landfill 4/18/03
Group 4	Bad Check Correspondence Not charged (374 Total)	C-979	✓	1/01 - 12/01		Buried County landfill 4/18/03
Group 5	Bad Check Correspondence Not charged (185 Total)	C-979	✓	1/97 - 12/97		Buried County landfill 4/18/03
Group 6	Bad Check Correspondence Not charged (253 total)	C-979	✓	1/98 - 12/98		Buried County landfill 4/18/03

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

*Karen Veith*  
Signature

*Secretary*  
Title

4/18/03  
Date

CP 1000 - 10/1/2002

E. O. 12958

FOR CHIEF OF POLICE

OFFICE OF THE SHERIFF, FLORIDA

**Department of General Services**

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

Prepare in Duplicate

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**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
4P10259	Robert Wayne Orsien	C-979	II	6-9-97	8/10/03	Burned
6P10261	Leonard Wayne Phillips	C-979	II	6-9-97		Landfill
1P10263	Thomas Wayne Latham	C-979	II	6-10-97		Landfill
5P10267	Shaldale Marie Brown	C-979	II	6-10-97		
4P10266	Norma Kendall Gardiner	C-979	II	6-9-97		
6P10268	Michael Shawn Nichols	C-979	II	6-10-97		
0P10269	Brandy Lynn Kinder	C-979	II	6-10-97		
1P10270	Robert Lafollette Seal, Jr.	C-979	II	6-10-97		
<del>2P10271</del>	<del>Davis Prout DeLore</del>	<del>C-979</del>	<del>II</del>			
2P10271	Deyancie Davis Prout	C-979	II	6-11-97		
3P10272	Christina Joseph Vaughn	C-979	II	6-11-97		
4P10273	Felicia Danielle Butler	C-979	II	6-11-97		
5P10274	Damien Demond Williams	C-979	II	6-11-97		
6P10275	Bernadine Jane Dofflemeyer	C-979	II	6-11-97		
1P10277	Robert Francis Atkoczek	C-979	II	6-10-97		
2P10278	Steven Franklin Coleman	C-979	II	6-10-97		
4P10280	Joseph Edward Tunno	C-979	II	6-12-97		
5P10281	Jaha Michael Staley	C-979	II	6-12-97		
6P10282	Derek Steffan Matthews	C-979	II	6-12-97		
0P10283	James Kenneth Ryan	C-979	II	6-12-97		
1P10284	Francis T. Kraft	C-979	II	6-13-97		
2P10285	Dennis Howard Estep, Jr.	C-979	II	6-17-97		
4P10287	Christopher Leo Wynder	C-979	II	6-5-97		
5P10288	Demarco Bruce Bell, Jr.	C-979	II	6-5-97		
6P10289	Ron Godfrey	C-979	II	6-18-97		
0P10290	Robert Allen Riggs, Jr.	C-979	II	6-18-97		
1P10291	Mario Ardelian Webster	C-979	II	6-18-97		
2P10292	Bill Harvey	C-979	II	6-18-97		
4P10294	Christopher Michael C. Horton	C-979	II	6-18-97		
3P10295	Timothy Michael Kirkland	C-979	II	6-18-97		
6P10296	Michael Joseph Zegwitz	C-979	II	6-18-97		
1P10298	George M. Swann	C-979	II	6-18-97		
2P10299	Lynette Mason	C-979	II	6-18-97		
		C-979	II			
		C-979	II			
		C-979	II			
		C-979	II			
		C-979	II			

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

*[Signature]*  
Signature

*Secretary*  
Title

8/15/03  
Date

1-11-2008

FOR CHARLES COVILLA

OFFICE OF THE JUDGE & CLERK

Department of General  
Services

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

Prepare in Duplicate

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Reporting Agency

Division or Unit

CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
4P10182	Hampton Jackson Jr.	C-979	II	6-17-97	8/15/03	Buried
0P10185	Connie Sue Keller	C-979	II	6-18-97		County
1P10186	Randy Edward Haley	C-979	II	6-18-97		Landfill
5P10190	Jeffrey L. Henson	C-979	II	6-19-97		
6P10191	Sheldale Marie Bowman	C-979	II	6-19-97		
0P10192	Robin Clinton Smith	C-979	II	6-19-97		
1P10193	Vincent Bradford Jones	C-979	II	6-19-97		
2P10194	Disne Frances Jones	C-979	II	6-19-97		
3P10195	George Minar Bowie	C-979	II	6-19-97		
4P10196	Douglas James Newhart	C-979	II	6-19-97		
5P10197	Antonio Valerius Simon	C-979	II	6-19-97		
6P10198	Gynthia Marie Edwards	C-979	II	6-19-97		
2P10201	Robert Emmett Brazier	C-979	II	6-8-97		
3P10202	Thomas Wayne Latham	C-979	II	6-2-97		
5P10204	Danny C. Dyson	C-979	II	6-2-97		
0P10206	Gregory Paul Johnson	C-979	II	6-2-97		
3P10209	Jamar Johnson Morgan	C-979	II	6-3-97		
4P10210	John C. Jones	C-979	II	6-3-97		
0P10213	Justin Dyson	C-979	II	6-3-97		
1P10214	Louis Edward Felton	C-979	II	6-3-97		
3P10216	Carolyn Diane Padgett	C-979	II	6-3-97		
4P10217	Valerie Jean Paterno	C-979	II	6-3-97		
5P10218	Jeffrey Dean Paterno	C-979	II	6-3-97		
1P10221	Terik M. Brady	C-979	II	6-3-97		
2P10222	Preston Anthony Wetheron	C-979	II	6-3-97		
3P10223	Mary Etta Rainey	C-979	II	5-24-97		
4P10224	Devin Michael Tardvick	C-979	II	5-19-97		
0P10227	Kimberly Ann Williams	C-979	II	6-4-97		
2P10229	Richard A. Bourne	C-979	II	6-5-97		
3P10230	Joseph S. Middleton	C-979	II	6-5-97		
4P10238	Jamar Anthony Adams Sr.	C-979	II	6-5-97		
5P10239	Jeffrey L. Clagett	C-979	II	6-5-97		
2P10243	Kevin Michael Bryant	C-979	II	6-5-97		
3P10244	Brenda Bonita Sneed	C-979	II	6-5-97		
4P10245	Derek Steffan Matthews	C-979	II	6-5-97		
1P10249	Shawn Lambert Wade	C-979	II	6-6-97		
2P10250	Joseph Michael Dixon	C-979	II	6-7-97		
3P10251	Catherine Henrietta Proctor	C-979	II	6-7-97		
6P10254	Mahoud D. Abu-Drawa	C-979	II	6-8-97		
3P10258	David J. Stallings	C-979	II	6-8-97		

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

*[Signature]*  
Signature

*Secretary*  
Title

8/15/03  
Date

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author details the various methods used to collect and analyze the data. This includes both manual data entry and the use of specialized software tools. The goal is to ensure that the data is both accurate and easy to interpret.

The third part of the document provides a detailed breakdown of the results. It shows that there has been a significant increase in sales over the period covered by the report. This is attributed to several factors, including improved marketing strategies and better customer service.

Finally, the document concludes with a series of recommendations for future actions. These include continuing to invest in marketing, maintaining high standards of customer service, and regularly reviewing financial performance to identify areas for improvement.



OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

**Department of General Services**

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

Prepare in Duplicate

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**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P10123	Scott Allen King	C-979	II	6/4/97	8/15/03	Buried
2P10124	Monica Noreen H. Bell	C-979	II	6/4/97		Cash
3P10125	Mark Milton Bell	C-979	II	6/4/97		Landfill
0P10129	Chris Wilson	C-979	II	6/6/97		
4P10133	Susan Monica Backler	C-979	II	6/9/97		
5P10134	Gary William Johnson	C-979	II	6/9/97		
6P10135	Irvin Linberg Gerald	C-979	II	6/12/97		
0P10136	Majied Faheem Mubhammad	C-979	II	6/11/97		
1P10137	Rebecca Ann Goldsmith	C-979	II	6-10-97		
2P10138	Richard Todd Peregey	C-979	II	6-9-97		
3P10139	Tavara Collette Gutrick	C-979	II	6-9-97		
4P10140	Demetria Anne Jackson	C-979	II	6-9-97		
5P10141	Issa Najib Khoury	C-979	II	6-9-97		
1P10144	Charles Allen Wade	C-979	II	6-10-97		
5P10148	Charles McClelland Shorter	C-979	II	6-11-97		
1P10151	Wayne Herbert Shorter	C-979	II	6-12-97		
0P10152	Natasia Keokuk	C-979	II	6-12-97		
3P10153	Jeffrey Terry	C-979	II	6-12-97		
4P10154	Larry Michael Bradley	C-979	II	6-12-97		
1P10158	Lisa Danielle Garner	C-979	II	6-14-97		
2P10159	Paul Gregory Parsons	C-979	II	6-14-97		
3P10160	Ricardo Mandell Keys	C-979	II	6-15-97		
4P10161	Mark Schroeder	C-979	II	6-15-97		
5P10162	Mary Evelyn Farmer	C-979	II	6-15-97		
0P10164	Kenneth Minter Watts	C-979	II	6-15-97		
1P10165	Roger Alexander Clark	C-979	II	6-15-97		
3P10167	Samuel Jerry Robinson	C-979	II	6-15-97		
4P10168	Joseph Anthony Hutton	C-979	II	6-16-97		
5P10169	Tony Terrell Proctor	C-979	II	6-16-97		
6P10170	Roy Fleming	C-979	II	6-16-97		
0P10171	William Daniel Powell	C-979	II	6-16-97		
2P10173	Robert Earl Fountain, Jr.	C-979	II	6-16-97		
3P10174	Terrill Anthony Terry	C-979	II	6-16-97		
4P10175	John Wesley Richards	C-979	II	6-16-97		
5P10176	George Manuel Cruz, Sr.	C-979	II	6-16-97		
6P10177	Edward Bernard Williamson	C-979	II	6-16-97		
0P10178	Lisa Daniel Garner	C-979	II	6-17-97		
1P10179	Richard William Coffren	C-979	II	6-17-97		
2P10180	Mike Tompkins	C-979	II	6-17-97		
3P10181	Barbara Jean Wood	C-979	II	6-17-97		

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

*David Keith*  
 Signature

*Secretary*  
 Title

8/15/03  
 Date

1850

FOR CHESTER COUNTY

OFFICE OF THE CLERK

1850





		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
4P10826	Joshua Michael Griffith	C-979	#	7-11-97	5/2/03	Buried
5P10827	William Charez Moore	C-979	#	7-26-97		Cumby
6P10828	Lachisha Y Ceasar	C-979	#	6-28-97		Candell
0P10829	William Matthew Hill	C-979	#	6-30-97		
1P10830	Marion Dale Sanchez	C-979	#	1-4-97		
2P10831	Andre Lamont Jackson	C-979	#	5-19-97		
3P10832	Joseph Harold Cooksey	C-979	#	8-15-96		
4P10833	Warren Tibbs Jr	C-979	#	7-25-97		
5P10834	Sarita C. Coates	C-979	#	6-16-97		
6P10835	Peter Town Proctor	C-979	#	7-31-97		
0P10836	Melissa Lynn Jennings	C-979	#	8-1-97		
1P10837	Connie Inez Stuart	C-979	#	8-1-97		
3P10839	Robin Estelle Rogers	C-979	#	7-23-97		
4P10840	James Paul Smith	C-979	#	7-25-97		
0P10843	Jacklyn Aleta Brown	C-979	#	8-2-97		
1P10844	Billy Burch	C-979	#	8-2-97		
2P10845	James Michael Long	C-979	#	8-2-97		
3P10846	Jason Mathew Ratti	C-979	#	8-2-97		
5P10848	Anthony Toppi	C-979	#	8-2-97		
6P10849	Augustine Moats	C-979	#	8-2-97		
0P10850	Mathew Thomas Kepner	C-979	#	8-3-97		
1P10851	Kevin Lamont Grant	C-979	#	7-24-97		
2P10852	L J Baker	C-979	#	7-27-97		
5P10855	Frank Edward Brooke Jr	C-979	#	7-23-97		
6P10856	Marco Javon Washington	C-979	#	5-14-97		
0P10857	Ronald Page Galloway	C-979	#	7-23-97		
4P10861	Paul Giovanni Bauman	C-979	#	8-2-97		
5P10862	Tracy Ray Demarr	C-979	#	8-3-97		
0P10864	Nicholas Andrew Metcalfe	C-979	#	7-29-97		
1P10865	Nicholas Andrew Metcalfe	C-979	#	7-29-97		
2P10866	Tammy Mae Swope	C-979	#	7-15-97		
3P10867	Allen Francis Mitchell	C-979	#	8-3-97		
4P10868	Cynthia Anne Parsons	C-979	#	8-2-97		
5P10869	Christopher James Stanton	C-979	#	8-3-97		
0P10871	Victor Kirk Coates	C-979	#	8-2-97		
1P10872	Kevin Phillip Grenier	C-979	#	8-2-97		
2P10873	Jack VMN Moats	C-979	#	8-2-97		
4P10875	Kevin T. Chase	C-979	#	8-5-97		
6P10877	Bierdre Ann Leeds	C-979	#	7-20-97		
1P10879	Vivienne Christine Vicente	C-979	#	8-1-97		

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

*Karen Keck*

Signature

*Secretary*

Title

*5/2/03*

Date

10100 Westchester  
L. O. 100-100

FOR CHARLES COVIALA  
OFFICE OF THE ATTORNEY GENERAL

OFFICE OF THE STATE'S ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

		<b>Department of General Services</b>	Prepare in Duplicate
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

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

**CERTIFICATE OF RECORDS DISPOSAL**

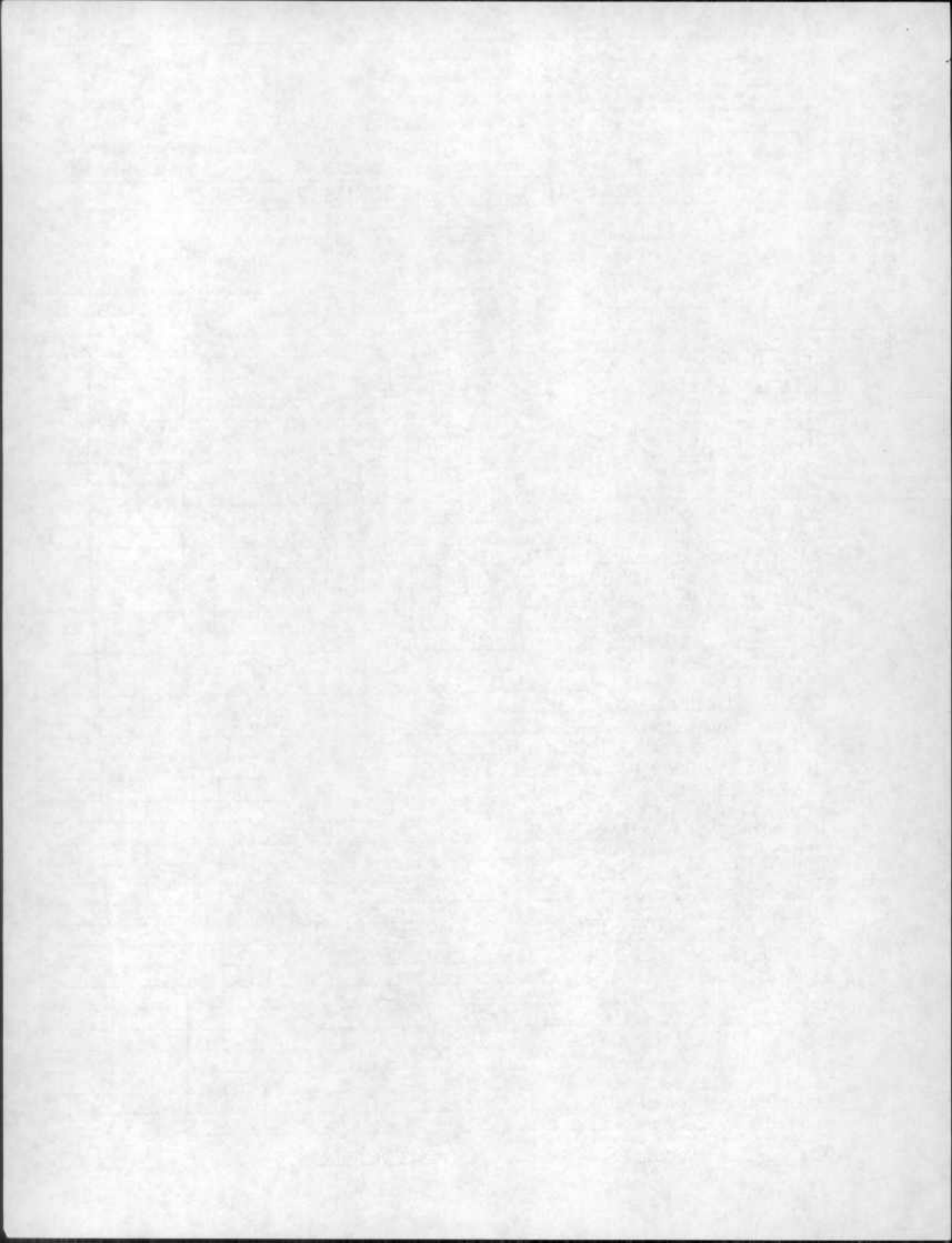
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P10949	George Connelly Thompson Jr	C-979	II	8-14-97	5/2/03	boxed
3P10957	Francis Lordell Proctor	C-979	II	8-10-97		County
6P10913	Michael Thomas Hill	C-979	II	8-10-97		landfill
4P10917	Sterling M Posey	C-979	II	8-11-97		
5P10918	Agatha Miles	C-979	II	8-10-97		
6P10919	Phillip Desales Miles	C-979	II	8-10-97		
0P10920	Scott Thomas O'Sullivan	C-979	II	8-11-97		
1P10921	Lillian Mae Owens	C-979	II	5-27-97		
3P10923	Jeffrey Angelo Dasey	C-979	II	8-12-97		
5P10925	Robert Joseph Griffith	C-979	II	7-17-97		
6P10926	Clifton Stanley Wood	C-979	II	8-11-97		
1P10928	Joseph Strickland Jr	C-979	II	8-10-97		
5P10932	James William Shelton	C-979	II	8-6-97		
6P10933	Ernestine Louise Douglass	C-979	II	8-9-97		
0P10934	William Ambrose Brown	C-979	II	8-9-97		
3P10888	Norman A. Richardson	C-979	II	8-6-97		
4P10889	Bruce Brandon Jones	C-979	II	8-7-97		
5P10890	Wilson Porter II	C-979	II	8-6-97		
6P10891	Billy NMN Burch	C-979	II	8-2-97		
0P10892	Stephanie Len Burch	C-979	II	8-2-97		
1P10893	Tracy Lynn Henderson	C-979	II	8-1-97		
3P10895	Charles McClelland Shorter	C-979	II	8-7-97		
4P10896	David Wayne Swann	C-979	II	8-7-97		
5P10897	Diane A Shaw Smith Clark	C-979	II	7-28-97		
0P10899	Russell Marcell Chesley	C-979	II	7-20-97		
1P10900	Ruby Ann Madline Willett	C-979	II	7-25-97		
2P10901	James Mark Proctor	C-979	II	8-9-97		
6P10905	Gary S. Newkirk	C-979	II	8-10-97		
0P10906	Rosie Johnson	C-979	II	8-10-97		
1P10907	Rosie Johnson	C-979	II	8-10-97		
2P10908	Glenwood Lee Tilley III	C-979	II	8-10-97		
3P10909	Glenwood L Tilley III	C-979	II	8-10-97		
0P10815	Judith Gay Ward	C-979	II	7-23-97		
2P10817	George Connelly Thompson	C-979	II	7-29-97		
3P10818	Sarcia C Coates	C-979	II	7-30-97		
4P10819	Michael D Safer	C-979	II	7-29-97		
5P10820	Richard Oliver Quartey	C-979	II	7-30-97		
6P10821	Michael Wayne Westall Jr	C-979	II	7-30-97		
0P10822	William Lyle Fleming	C-979	II	7-24-97		
2P10824	William Jennings Howard Jr	C-979	II	7-31-97		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

5/2/03  
Date





OFFICE OF THE STATE'S ATTORNEY  
FOR CHARLES COUNTY  
P.O. Box 3065

Reporting Agency		<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Division or Unit			

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P11013	George Reginald Byrd	C-979	II	8-23-97	8/23/97	Burned
3P10986	Dante Terrell Knott	C-979	II	8-18-97		Cant
4P10987	Gregory Matthew Jones	C-979	II	8-16-97		Landfill
5P10988	Kurt Brian Stone	C-979	II	8-13-97		
6P10989	John Smallwood	C-979	II	8-18-97		
4P10994	Howard Bernard Wilder	C-979	II	8-20-97		
1P10998	John William Hobbs	C-979	II	8-14-97		
2P10999	Maria Michelle Lawrence	C-979	II	8-12-97		
4P10973	James Patrick Ferriter	C-979	II	8-18-97		
5P10974	Rachelle Willen Jones	C-979	II	8-18-97		
6P10975	John William Hobbs	C-979	II	8-19-97		
2P10978	IDA M Hyman	C-979	II	4-7-97		
4P10980	Bryan Allan Catterton	C-979	II	8-19-97		
5P10981	Nathaniel Steven Brown	C-979	II	8-19-97		
6P10982	Anthony Graham	C-979	II	8-19-97		
6P10983	Richard Welch Jr	C-979	II	8-19-97		
1P10984	Donna Jean Barden	C-979	II	8-15-97		
2P10985	Marie Elizabeth Leyton	C-979	II	8-19-97		
6P10954	Michael Alan Hancock Sr	C-979	II	8-12-97		
0P10955	Sandra Lee Puskae	C-979	II	8-14-97		
1P10956	Salome Bernadette Hacking	C-979	II	8-17-97		
2P10957	Charles Randolph Swann	C-979	II	8-1-97		
3P10958	James Joseph Pearman	C-979	II	8-18-97		
5P10960	Louis Jerome Baker Jr	C-979	II	8-13-97		
0P10962	Daphne A Keys	C-979	II	7-26-97		
1P10963	Jessie Douglas Marsh	C-979	II	6-27-97		
4P10966	Arnold Alexander Shade	C-979	II	8-14-97		
0P10969	Rudolph Johnson	C-979	II	8-18-97		
2P10971	Gary Wesley Lawrence	C-979	II	8-15-97		
3P10972	Gertrude Jameson	C-979	II	8-18-97		
1P10935	Calvin Leon Thomas	C-979	II	7-26-97		
2P10936	Polly Anna Shontz	C-979	II	8-10-97		
3P10937	Troy Darnell Matthaus	C-979	II	8-11-97		
4P10938	Dale Kyle Sweet	C-979	II	7-25-97		
5P10939	Darrell Martinez Armstrong	C-979	II	8-8-97		
0P10941	Dary Lamont Wills	C-979	II	8-8-97		
2P10943	John Paul Steinbach	C-979	II	8-11-97		
5P10946	John Allen Hopkins Jr	C-979	II	8-3-97		
6P10947	Craig Mumford	C-979	II	8-12-97		
0P10948	Bernard William Jones	C-979	II	8-17-98		

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

*Harold Keith*  
Signature

Secretary  
Title

8/23/97  
Date

FOR CHINA - JULY 1954  
OFFICE OF THE CIVILIAN VITRINE

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

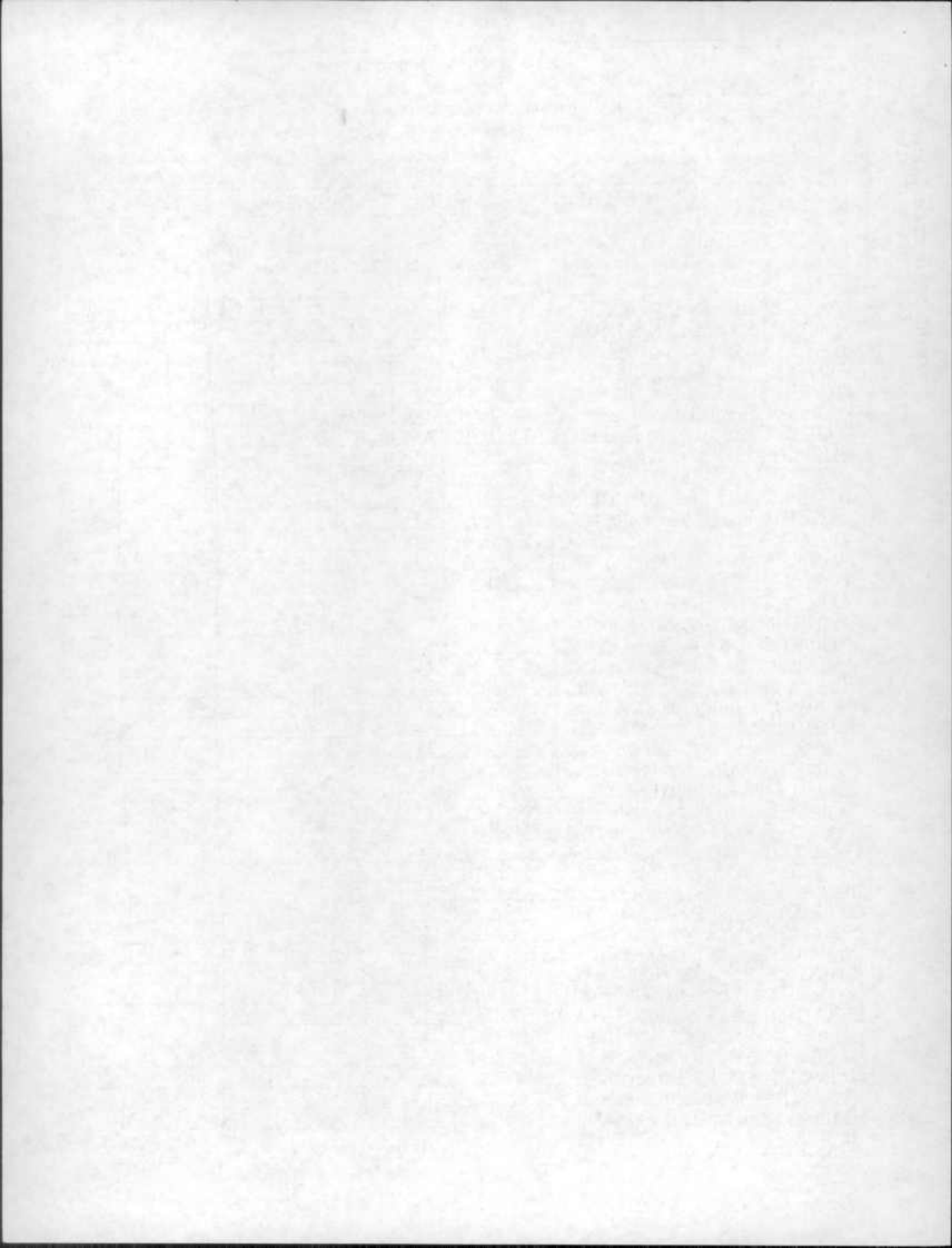
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
4P11057	Calvin Hezekiah Windsor	C-979	II	8-20-97	5/2/03	Bined
6P11059	Deborah A Reynolds	C-979	II	8-29-97		Canceled
1P10802	Derrick James Edwards	C-979	II	7-11-97		Canceled
2P10803	James Robert Mills Jr	C-979	II	7-11-97		
3P10804	Shawn Wayne Freeze	C-979	II	7-11-97		
4P10805	Catherine Mary Littlejohn	C-979	II	7-11-97		
5P10806	Eric Davis Smith	C-979	II	7-29-97		
6P10807	Jack L Burns	C-979	II	7-29-97		
0P10808	Mary Agnes Chisley	C-979	II	7-21-97		
1P10809	Scott Lee Morgan	C-979	II	7-29-97		
3P10811	Diane Elaine Porter	C-979	II	7-25-97		
4P10812	Katherine Elaine Porter	C-979	II	7-25-97		
5P10813	Richard Meadus Porter	C-979	II	7-25-97		
6P10814	Steve Chase	C-979	II	7-29-97		
0P11039	Dennis Dee Guss	C-979	II	8-26-97		
2P11041	Steven Frederick Long	C-979	II	8-19-97		
5P11044	Charles Eugene Cooper	C-979	II	8-6-97		
3P11014	Evelyn Ann Makowski	C-979	II	8-23-97		
4P11015	Antonia Lee Sweetney	C-979	II	8-24-97		
5P11016	Michael Antoine Barnes	C-979	II	8-24-97		
6P11017	Lawrence Vincent Lucas	C-979	II	8-23-97		
0P11018	David Martin Barnes	C-979	II	8-24-97		
2P11020	John Gustaf Garner	C-979	II	8-24-97		
3P11021	Stanley Layn Burns	C-979	II	8-14-97		
0P11025	Calvin Hezekiah Windsor	C-979	II	8-20-97		
2P11027	Sheryl Annette Boblitz	C-979	II	7-10-97		
3P11028	Frank Hayer Boblitz Jr	C-979	II	7-10-97		
6P11031	Richard Jacks Jr	C-979	II	8-25-97		
1P11033	Garfield Emanuel Butters	C-979	II	8-26-97		
3P11035	Jason Robert Laws	C-979	II	8-26-97		
3P11000	Maria Lawrence	C-979	II	8-12-97		
4P11001	James R. Green	C-979	II	6-12-97		
5P11002	Charles Henry Neale Sr.	C-979	II	8-16-97		
6P11003	Brenda Karen Campbell	C-979	II	8-16-97		
0P11004	Michael Wayne Wingfield	C-979	II	8-13-97		
3P11007	Sandra Dee Mandley	C-979	II	8-22-97		
4P11008	Patrick E Bowie Jr	C-979	II	8-22-97		
5P11009	Brent L Clements	C-979	II	8-22-97		
0P11011	Calvin Hezekiah Windsor	C-979	II	8-22-97		
1P11012	Steve Starford Lay	C-979	II	8-23-97		

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

*David...*  
Signature

*Secretary*  
Title

*5/2/03*  
Date



	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
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Division or Unit		

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P10447	Boyd Richard Bussard	C-979	II	7-2-97	5/2/03	Bundled
4P10448	Danny Michael Remyon	C-979	II	6-28-97		(copy)
5P10449	Carl Danny Dyson	C-979	II	5-31-97		(copy)
6P10450	James Leroy Meredith	C-979	II	5-31-97		(copy)
0P10451	Catherine Frances Spertbaum	C-979	II	5-29-97		
2P10453	Chanel Lynn Newburg	C-979	II	3-18-97		
3P10454	George IRA Hudson	C-979	II	4-1-97		
4P10455	Tanya Lea McIntyre	C-979	II	6-28-97		
0P10458	Virginia L. Jameson	C-979	II	6-30-97		
1P10459	Tamara Quisha Green	C-979	II	6-30-97		
5P10435	James Sterling Barbour	C-979	II	7-2-97		
0P10437	Sonya Y Alston	C-979	II	6-26-97		
1P10438	Renee Annette Davis	C-979	II	6-30-97		
3P10440	Theresa Ann Hugel	C-979	II	7-2-97		
2P10404	Rufus Nix	C-979	II	8-13-96		
3P10405	Amy Yvonne Madison	C-979	II	6-20-97		
4P10406	David S Russell Jr	C-979	II	6-13-97		
6P10408	Brian David Guthrie	C-979	II	6-6-97		
0P10409	Floyd Lee Harvey	C-979	II	6-20-97		
1P10410	David Wayne Whittenton	C-979	II	6-15-97		
3P10412	Russell Edward McLane	C-979	II	3-19-97		
4P10413	Torri Lee	C-979	II	6-20-97		
6P10415	Tanice Ann Mills	C-979	II	5-29-97		
1P10417	Donna Jean Barden	C-979	II	4-3-97		
3P10419	Bradley Delaine Hampton	C-979	II	6-23-97		
4P10420	Africa Violet Cates	C-979	II	5-16-97		
5P10421	Lakendrick Cobey	C-979	II	5-16-97		
6P10422	Willie Torrey	C-979	II	6-22-97		
1P10424	Troy Alan Longshore	C-979	II	6-28-97		
2P10425	Jermey Jason Richardson	C-979	II	6-18-97		
3P10426	Arthur Leecester Harrison Jr	C-979	II	6-20-97		
4P10427	Rodney William Milton	C-979	II	2-27-97		
6P10429	Margaret Lee Miller	C-979	II	7-1-97		
1P10431	Shanyne Tulloss Elliott	C-979	II	7-2-97		
3P10433	Wendell Phillip Queen	C-979	II	6-8-97		
4P10434	Leroy Christopher Neal	C-979	II	5-30-97		
4P10441	Paul Carey Haggard	C-979	II	6-16-97		
5P10442	Patrick K Harry Dunn	C-979	II	7-3-97		
6P10443	David Eugene Lephew	C-979	II	7-3-97		
0P10444	Robert Edward Coberly	C-979	II	7-3-97		

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

*John Kersh*  
Signature

*Secretary*  
Title

*5/2/03*  
Date

THE UNIVERSITY OF CHICAGO  
LIBRARY

1957

Department of General  
Services

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

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CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
0P10549	Wayne Heroy Hebb	C-979	II	6-22-97	5/2/03	Burned
1P10550	Anthony Antoine Hill	C-979	II	7-13-97		Landfill
3P10552	Ellsworth Warren Gray, Jr	C-979	II	7-8-97		Landfill
4P10553	Thomas James Leatherman	C-979	II	7-10-97		
5P10554	James David Hildreth	C-979	II	7-10-97		
0P10556	Kimberly Jackson	C-979	II	7-9-97		
1P10557	Richard Troy Kay	C-979	II	7-10-97		
2P10558	Jennifer Lynn Hyde	C-979	II	7-10-97		
3P10559	Jeffrey Wayne Hyde	C-979	II	7-10-97		
4P10560	Michael David Werner	C-979	II	7-5-97		
0P10563	Jeffrey Ware Wallen	C-979	II	7-10-97		
1P10564	Jeffrey Jackson Brown	C-979	II	7-12-97		
3P10566	John Howard Leagan	C-979	II	7-12-97		
4P10567	Henry Clay Hirston	C-979	II	7-12-97		
2P10572	John Joseph Penrod	C-979	II	5-12-97		
3P10573	Dale Martin Rahn	C-979	II	6-17-97		
4P10574	John Thomas	C-979	II	7-13-97		
2P10530	Ernest Earl Brinkley	C-979	II	7-9-97		
4P10532	Jason William Mitchell	C-979	II	7-8-97		
5P10533	Shane Brooke Madden	C-979	II	7-8-97		
1P10536	John William Jones Jr	C-979	II	6-26-97		
2P10537	Ryan James Davey	C-979	II	6-28-97		
3P10538	Rickie Cornelius Chesley	C-979	II	7-7-97		
4P10539	Glenn Geyer	C-979	II	6-29-97		
6P10541	William Franklin Letimore	C-979	II	7-10-97		
0P10542	William Albert Brown	C-979	II	7-10-97		
2P10544	David Wayne Welch	C-979	II	7-9-97		
3P10545	Jennifer Lynn Williamsen	C-979	II	7-11-97		
4P10546	Michael Bryan Wilkenson	C-979	II	7-12-97		
5P10547	Charles Edward Hanson	C-979	II	7-12-97		
6P10548	Richard Charles Tyre	C-979	II	7-13-97		
5P10575	Jeffery Adams Thomas	C-979	II	7-13-97		
6P10576	Jasen Terrance Swann	C-979	II	7-13-97		
0P10500	John Paul Mudd	C-979	II	6-29-97		
1P10501	James Westley Windsor	C-979	II	7-6-97		
2P10502	Herman Daniel Edmonds	C-979	II	7-6-97		
4P10504	Lamont Wardell Linkins	C-979	II	7-6-97		
5P10505	Spencer Wardell Johnson	C-979	II	7-7-97		
6P10506	Willie Lee Burch Jr	C-979	II	7-7-97		
0P10507	Perry L Smith Jr	C-979	II	7-7-97		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

5/2/03  
Date





**Department of General Services**

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

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**CERTIFICATE OF RECORDS DISPOSAL**

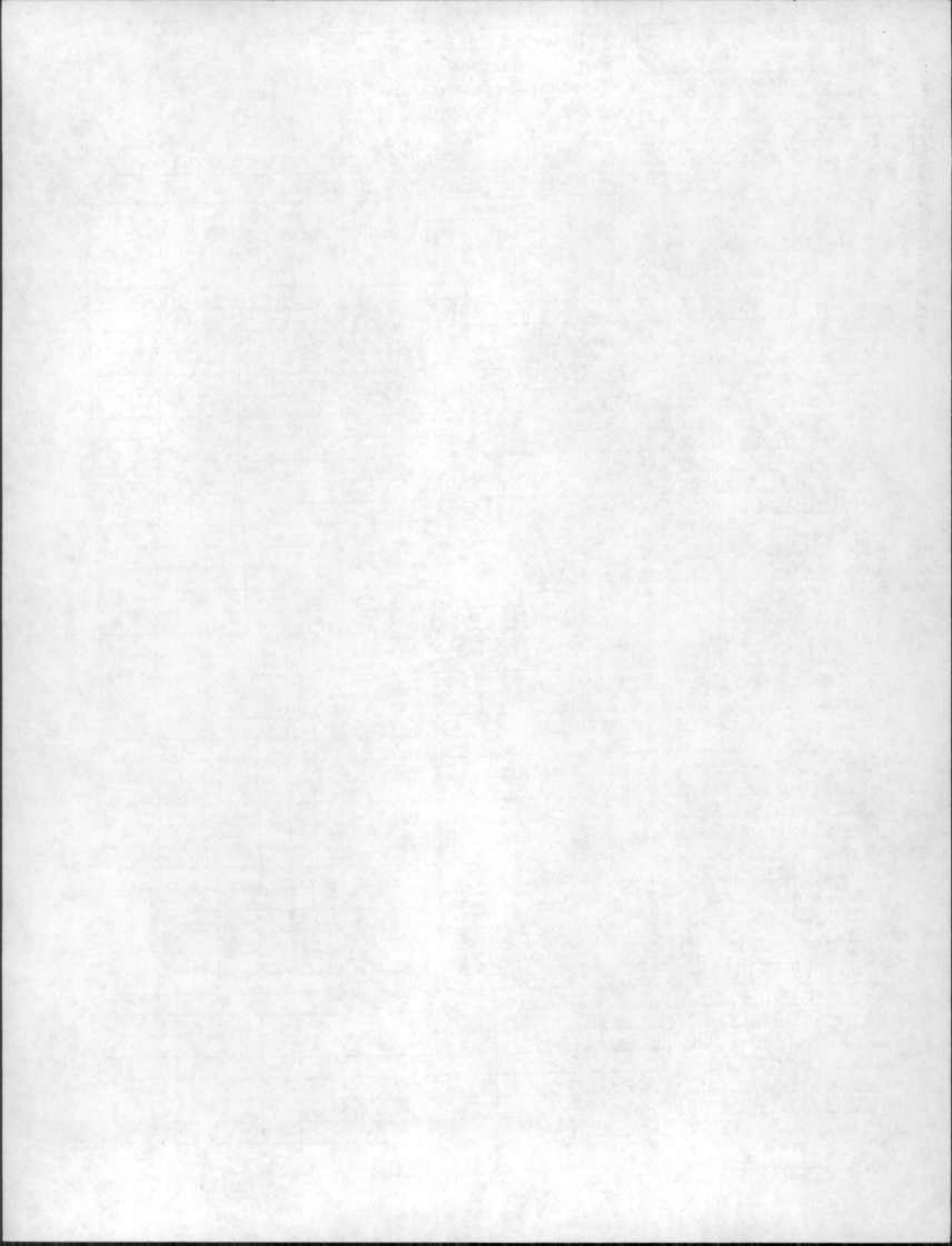
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P10508	Sokoni, Leledji McArthur	C-979	II	6-7-97	5/2/03	Physical
4P10511	Dominic Eugene Robinson	C-979	II	5-30-97		Physical
5P10512	Margaret Sharpe Whitehead	C-979	II	5-30-97		Physical
6P10513	Dartell Edwin Smith	C-979	II	7-8-97		Physical
1P10515	James C Evans	C-979	II	12-2-96		
2P10516	Lashawn Theresa Threath	C-979	II	9-18-96		
3P10517	Tingla Wonne Winkler	C-979	II	3-31-97		
4P10518	Paul D Kish	C-979	II	6-23-97		
0P10521	Michael Anthony Young	C-979	II	10-6-94		
2P10523	Darlene M Davis	C-979	II	7-4-97		
3P10524	Harold M W Grapes Jr	C-979	II	7-4-97		
4P10525	David Ritchie Downs	C-979	II	6-26-97		
5P10526	Jason Andrae Collins	C-979	II	7-5-97		
6P10527	Joseph Leroy Swann Jr	C-979	II	6-14-97		
0P10528	Melisse Louise Butler	C-979	II	6-19-97		
3P10468	Marcus Lavar Lindsey	C-979	II	7-2-97		
4P10469	Perry Shebazz Dears Jr	C-979	II	7-2-97		
6P10471	Willis D Ford	C-979	II	7-3-97		
0P10472	John Francis Washington	C-979	II	7-3-97		
1P10473	Joseph Ellis Swann	C-979	II	6-30-97		
2P10474	Steven Anthony Peyton	C-979	II	6-20-97		
5P10477	Patrick Elwyn Bowie	C-979	II	7-4-97		
2P10481	Theodore Leo Cooper	C-979	II	7-5-97		
3P10482	Anthony Wallace Talbert	C-979	II	6-30-97		
4P10483	Melissa L Butler	C-979	II	7-7-97		
6P10485	Harry Magruder Long	C-979	II	6-28-97		
0P10486	Steven Michael Windsor	C-979	II	6-20-97		
1P10487	Troy Daniel McKinney	C-979	II	6-20-97		
410490	Elizabeth Lillian Washington	C-979	II	6-30-97		
5P10491	Thomas Harry Savoy	C-979	II	1-10-97		
6P10492	Teresa King	C-979	II	7-9-96		
0P10493	Sharena Laette King	C-979	II	7-9-96		
1P10494	Charles McClelland Shorter	C-979	II	7-7-97		
4P10497	Eunice Whalen	C-979	II	7-5-97		
5P10498	Tammie Tyler	C-979	II	7-5-97		
6P10464	Deborah Ann Phelosocton	C-979	II	7-1-97		
5P10463	Gerardo Vasquez	C-979	II	7-1-97		
2P10460	John Wesley Richards	C-979	II	6-30-97		
3P10461	Larry Rudolph Middleton	C-979	II	6-5-97		
4P10462	Christina Denise Knott	C-979	II	6-30-97		

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

*[Signature]*  
Signature

*[Signature]*  
Secretary  
Title

5/2/03  
Date



P. O. Box 3065  
La Plata Maryland 20646

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

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**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P10447	Gayd R. Bussard	C-979	II	7-3-97	5/2/03	Burned
4P10357	Donald Leroy Poole Jr	C-979	II	6-23-97		Landfill
6P10359	Ronnie A. Ford	C-979	II	6-26-97		Landfill
0P10360	David A Singletary	C-979	II	6-26-97		
1P10361	Christopher A Johnston	C-979	II	6-26-97		
2P10362	Roberto J. Rodriguez	C-979	II	6-26-97		
3P10363	Lawrence Lee Patrick	C-979	II	9-10-96		
4P10364	Donald Wayne Daly	C-979	II	9-10-96		
5P10365	Charles Brandon Spiller	C-979	II	9-10-96		
0P10367	Laura M. Moreland	C-979	II	6-27-97		
1P10368	Thomas M. Moreland	C-979	II	6-25-97		
3P10370	Calvin Anthony Simms	C-979	II	6-19-97		
4P10371	Norwood Collins	C-979	II	6-19-97		
2P10376	Richard Lance Reid	C-979	II	6-20-97		
5P10379	James Matthew Hyles	C-979	II	6-28-97		
6P10380	Joseph Comas Shorter	C-979	II	6-28-97		
0P10381	Robert N Hoard	C-979	II	6-28-97		
1P10382	Dawn M Smith	C-979	II	6-29-97		
2P10383	Joseph Harold Butler Jr	C-979	II	4-30-97		
2P10387	James Ronald McClure	C-979	II	7-10-96		
4P10388	James William Modlin Jr	C-979	II	7-14-96		
0P10388	William A. Kent	C-979	II	4-12-97		
2P10390	Antoine Angelo Chase	C-979	II	6-26-97		
3P10391	Anthony Everett Sileo	C-979	II	5-31-97		
4P10392	Kathy Lou Sileo	C-979	II	5-31-97		
6P10394	Andre Demetrius Bennett	C-979	II	6-29-97		
0P10395	Giovanna P Poole	C-979	II	6-23-97		
3P10398	Daphnie Anita Keys	C-979	II	6-28-97		
4P10399	Jeromev Anderson	C-979	II	6-30-97		
5P10400	William Michael Barrett	C-979	II	6-29-97		
6P10401	Donna Lee Nelson	C-979	II	6-19-97		
0P10577	Cornelius Maurice Warren	C-979	II	6-6-97		
1P10578	Tamara Shuntel Brooks	C-979	II	7-16-97		
2P10579	Traci L Washington	C-979	II	7-16-97		
3P10580	Donna Michelle Bess	C-979	II	7-3-97		
5P10582	George A Walker III	C-979	II	7-16-97		
6P10583	David Wayne Marshall	C-979	II	7-7-97		
0P10584	Lillian Mae Owens	C-979	II	5-10-97		
1P10585	Joseph Clayton Thornton	C-979	II	7-17-97		
3P10587	Mararet Anne Faulconer	C-979	II	6-28-97		

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

*Harlan Keel*  
Signature

*Secretary*  
Title

*5/2/03*  
Date

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LIBRARY

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

Department of General  
Services  
Records Management Division  
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
0P10591	Frankie Jay Templeton	C-979	II	5-23-97	5/2/03	Burned
1P10592	Kimberly Jay Miller	C-979	II	7-13-97		
4P10595	Theodore Alfred Bivins	C-979	II	7-19-97		
2P10596	Johnny Vincent Moody	C-979	II	7-20-97		
6P10597	Charles Arthur Barnes	C-979	II	7-18-97		
0P10598	Todd Edward VonKemann	C-979	II	7-20-97		
1P10599	Michael Earl Dempsey	C-979	II	7-17-97		
2P10600	Juli Ann Stott	C-979	II	7-20-97		
3P10601	John Bryant Fitzpatrick	C-979	II	7-13-97		
4P10602	Darryl Deon Holder	C-979	II	7-14-97		
5P10603	Rayna Ann Salvetti	C-979	II	7-12-97		
6P10604	Rodney Aaron Barber	C-979	II	7-11-97		
0P10605	Joseph Lewis Pfeiffer	C-979	II	7-12-97		
1P10606	Garry Michael Roberts	C-979	II	7-11-97		
2P10607	Kenneth David Medlin	C-979	II	7-6-97		
3P10608	Haywood A Warner	C-979	II	7-1-97		
4P10609	Lawrence NMN Byrd	C-979	II	6-24-97		
5P10610	Gary Jarrett Jackson	C-979	II	6-28-97		
6P10611	Michael A Thomas	C-979	II	7-13-97		
0P10612	Darlene M Davis	C-979	II	7-4-97		
2P10614	Glenn Bernard Proctor	C-979	II	7-14-97		
3P10615	Karen Lynn Bocarossa	C-979	II	7-13-97		
0P10619	William Lee Haynes	C-979	II	6-30-97		
2P10621	Lionel Sylvester Dorsey	C-979	II	7-13-97		
3P10622	Melissa Sue Nixon	C-979	II	7-9-97		
4P10623	Tanisha Kachelle Johnson	C-979	II	7-9-97		
2P10628	Tae Ko Maria Leng	C-979	II	7-6-97		
3P10629	Rosemary Nicole Stone	C-979	II	7-16-97		
4P10630	Lashawn Brethea Lee	C-979	II	7-11-97		
1P10634	Benjamin Paul Altimus	C-979	II	7-18-97		
2P10635	Marquerite NMU Totten	C-979	II	7-17-97		
3P10636	William Herbert Schraeter	C-979	II	6-21-97		
4P10637	Robert William Liebig	C-979	II	7-18-97		
2P10638	Lucy Thu Nguyen	C-979	II	7-18-97		
6P10639	Sieu Chi Nao	C-979	II	7-18-97		
0P10640	Jason Michael Nusz	C-979	II	7-19-97		
1P10641	William Jerome Middleton	C-979	II	7-19-97		
2P10642	Ronald Leray Black	C-979	II	7-20-97		
3P10643	Joseph Edward Graham	C-979	II	7-21-97		
4P10644	Brian C Abrams	C-979	II	7-20-97	✓	✓

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

*[Signature]*  
Signature

*Secretary*  
Title

5/2/03  
Date

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**Department of General Services**

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

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**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
6P10646	Michael Kay Lane	C-979	II	7-20-97	5/2/03	Buried
0P10647	Tracy Lynn Henderson	C-979	II	3-21-97		Candy
1P10648	Teri Renee Artz	C-979	II	7-21-97		land fill
2P10649	William George Artz	C-979	II	7-21-97		
3P10650	Carolyn Proctor	C-979	II	7-21-97		
4P10651	Robert John Nunnenkamp	C-979	II	7-21-97		
1P10655	Lynette Mason	C-979	II	6-18-97		
3P10657	Yolanda Evette Simpkins	C-979	II	7-9-97		
4P10658	Sandra Marie Keys	C-979	II	12-2-96		
5P10659	Donna M Byrd	C-979	II	7-21-97		
1P10662	Michael Lee Showalter	C-979	II	7-19-97		
2P10663	Kimleigh Lowe	C-979	II	5-12-97		
3P10664	Joyce Ann Kobey	C-979	II	5-14-97		
4P10665	Theron Isaac Fenwick	C-979	II	7-11-97		
5P10666	Jason Michael McIntire	C-979	II	8-27-96		
0P10668	Jane Washington	C-979	II	7-21-97		
1P10669	Ronald Posey	C-979	II	7-17-97		
2P10670	Julius Augustus Gross	C-979	II	7-18-97		
3P10671	Mary Evelyn Farmer	C-979	II	7-13-97		
4P10672	Lawrence Wayne Logan	C-979	II	7-14-97		
5P10673	Tracy Wayne Teyman	C-979	II	7-23-97		
6P10674	Joseph Dennis Mehan Jr	C-979	II	7-24-97		
0P10675	Tyrone Alvin Farrar	C-979	II	7-21-97		
1P10676	Dustin C Keiman	C-979	II	6-15-97		
2P10677	Stephanie Len Burch	C-979	II	7-23-97		
5P10680	Elmer Lee Haggart	C-979	II	7-23-97		
6P10681	Mark Edward Burnett	C-979	II	7-12-97		
0P10682	Cecilia Ellen Menard	C-979	II	7-23-97		
1P10683	Roger Alexander Cox	C-979	II	7-20-97		
2P10684	Sylvia Jennett Singletary	C-979	II	7-24-97		
3P10685	Joe Adams	C-979	II	7-11-97		
4P10686	James Leroy Meredith Jr	C-979	II	7-20-96		
5P10687	Sean Mario Farrar	C-979	II	7-21-97		
6P10688	Steven Christopher Gross	C-979	II	7-16-97		
2P10691	Michael Philip Sorat +	C-979	II	7-25-97		
3P10692	Wayne Michael Sullivan	C-979	II	7-27-97		
4P10693	Brian Keith M. Brin	C-979	II	7-26-97		
5P10694	William Christopher Grider	C-979	II	5-14-97		
6P10695	James Kenneth Ryan	C-979	II	7-25-97		
1P10697	Diane Ann Clark Shaw Smith	C-979	II	7-29-97		

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

*[Signature]*

Signature

*[Signature]*

Title

5/2/03

Date





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		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P10699	Lenton John Clark, Jr.	C-979	II	7-28-97	8/10/03	Buried
5P10701	Paul Jason Lucas	C-979	II	7-9-97		Landfill
1P10704	Brian David Gutrick	C-979	II	7-20-97		
2P10705	Richard Albert Dorsey	C-979	II	7-22-97		
3P10706	Joseph Darrell Wood	C-979	II	7-22-97		
4P10707	Ronald Xavier Collins	C-979	II	7-23-97		
6P10709	Richard Kiddell Briscoe Sr	C-979	II	7-24-97		
1P10711	Joseph Anthony Hutton	C-979	II	7-20-97		
2P10712	Joseph Curtis Link	C-979	II	7-20-97		
4P10714	Scott Murphy T	C-979	II	7-25-97		
5P10715	Cecil Eugene Hawkins	C-979	II	7-25-97		
3P10713	Arthur Leicester Harrison Jr	C-979	II	7-20-97		
6P10716	Marie D. Offora	C-979	II	7-25-97		
4P10721	Dale Kyle Sweet	C-979	II	7-25-97		
0P10724	Mark Stanley Karleau	C-979	II	7-26-97		
1P10725	Ponnie Ealen	C-979	II	7-16-97		
2P10726	Dennis George Wrenn	C-979	II	7-26-97		
3P10727	Arthur Clinton Whitson	C-979	II	7-26-97		
4P10728	Michael David Harbin	C-979	II	7-26-97		
5P10729	Connie Lynn Bowie	C-979	II	7-13-97		
6P10730	Sandra Jean Willis	C-979	II	7-13-97		
0P10731	Frederick Coates	C-979	II	7-24-97		
3P10783	Eric Bryan Porro	C-979	II	8-15-97		
5P10785	Harry Campos	C-979	II	8-16-97		
6P10786	Sheldoh W Largent	C-979	II	8-16-97		
0P10787	Cathrine E Hutchins	C-979	II	8-15-97		
1P10788	Rex Gilroy	C-979	II	8-15-97		
2P10789	Kodey Kee Varnell	C-979	II	7-4-97		
3P10790	Ronald Wayne Warden Jr	C-979	II	8-5-97		
4P10791	Ronald Franklin Polite	C-979	II	8-16-97		
5P10792	Damien Bryan Taylor	C-979	II	8-16-97		
6P10793	Gregory Alexander Gutrick	C-979	II	8-9-97		
0P10794	Donna Jean Barden	C-979	II	8-15-97		
1P10795	Don Russell Stone	C-979	II	8-13-97		
2P10796	Eric Todd Stapleton	C-979	II	8-16-97		
5P10799	Jeffrey Lionel Price	C-979	II	8-22-97		
0P10801	Carol Candance Idol	C-979	II	7-28-96		
6P10765	Paul Cassinova Proctor	C-979	II	8-7-97		
2P10768	Lillian Mae Owens	C-979	II	8-12-97		
4P10770	Cynthia Butcher	C-979	II	8-12-97		

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

*Patricia DeWitt*  
 Signature

*Secretary*  
 Title

5/2/03  
 Date

PLATE 10

1900

LOS CHIBCHES COCHILA

OFFICE OF THE BISHOP VILLAVIEJA

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7275 Waterloo Road (Rte 175)  
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P10771	Edward Eric Key	C-979	II	8-12-97	5/2/03	Buried
6P10772	Robert Thomas M Duersten Sr.	C-979	II	7-30-96		Canby Landfill
1P10774	Don Russell Stone	C-979	II	8-13-97		
2P10775	Kurt Brian Stone	C-979	II	8-13-97		
3P10776	John Paul Steinbach	C-979	II	7-20-97		
4P10777	Sharon Katherine Carney	C-979	II	7-13-97		
1P10781	Stanley M. Neil	C-979	II	8-15-97		
4P10749	Walter Lee Thompson	C-979	II	6-19-97		
5P10750	John Harold Turley	C-979	II	7-31-97		
6P10751	Patrick Lamont Harvey	C-979	II	7-25-97		
1P10753	Bret Wade Robinson Jr	C-979	II	6-17-97		
2P10754	Gloria Ann Carter	C-979	II	7-28-97		
3P10755	Dennis Michael Dockett	C-979	II	7-17-97		
4P10756	Dwayne Hinton	C-979	II	8-2-97		
6P10758	Barbara Ann Wathen	C-979	II	7-10-97		
0P10759	Steve Ray Moore	C-979	II	8-5-97		
1P10760	Arthur Desales Coates	C-979	II	8-2-97		
2P10761	Sandra Lee Heming	C-979	II	6-19-97		
4P10763	James Maurice Banks	C-979	II	8-7-97		
1P10739	Donald Calum Oliver Jr	C-979	II	7-13-97		
2P10740	Ray Edward Padgett	C-979	II	7-28-97		
3P10741	Dwight Hunt Galloway	C-979	II	7-20-97		
5P10743	Charles J. Ostrander Jr	C-979	II	5-6-97		
6P10744	Michelle Lavon Collins	C-979	II	7-25-97		
0P10745	Rhonda Lyn Marlow	C-979	II	7-30-97		
1P10746	William Baiardo Jr	C-979	II	7-29-97		
2P10747	Arnold Dwayne Smart	C-979	II	7-12-97		
3P10748	William Gregory Cove	C-979	II	7-1-97		
2P10733	Joseph Michael Fitzpatrick	C-979	II	7-26-97		
3P10734	Robert Wayne Buckett	C-979	II	7-26-97		
4P10735	Angelo Albert Alvino	C-979	II	7-27-97		
5P10736	Kenneth Brian Curtin	C-979	II	7-27-97		
0P10738	Corness Haro Gray	C-979	II	7-24-97		
2P11048	William Glenn Raby Jr	C-979	II	8-15-97		
4P11050	Donna Jean Barden	C-979	II	8-15-97		
5P11051	Rex Allen Gilroy	C-979	II	8-15-97		
6P11052	Harrison Campos	C-979	II	8-15-97		
0P11053	Roderick Kwo Wood	C-979	II	8-27-97		
1P11054	Dave Kesma Gamber	C-979	II	8-27-97		
3P11056	Marcus Neil Baldwin	C-979	II	8-28-97		

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

*Harold D. ...*  
Signature

*Secretary*  
Title

5/2/03  
Date



		<b>Department of General Services</b>		Prepare in Duplicate  Retain one (1) copy and forward original to address at left	
Reporting Agency		Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275			
Division or Unit					

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
Group 13	Circuit Court Correspondence + misc  (47 total #)	C-979	✓	1-1-80 to 12-1-80	8/15/03	Shred
Group 14	District Court Misc. (12 total)	C-979	✓	1-1-84 to 12-1-84		Shred
Group 15	Child Abuse Reports & Correspondence (155-total)	C-979	✓	1-1-88 to 12-31-88	✓	Shred
<div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); opacity: 0.5; font-size: 4em;">X</div>						

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

*Kevin Bell*  
Signature

*Secretary*  
Title

8/15/03  
Date

MEMORANDUM  
FOR CHARLES COFFMAN  
OFFICE OF THE SHERIFF, FLORIDA

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
Group 1	District Court Correspondence (40 total #)	C-979	V	7/29/93-6/24/94	8/15/03	shred
Group 2	SAA (36 total)	C-979	V	6/25/95-7/2/96		shred
Group 3	SAA (32 total)	C-979	V	1/93-10/93		shred
Group 4	SAA (20 total)	C-979	V	10/93-6/94		shred
Group 5	SAA (25 total)	C-979	V	1/93-7/93		shred
Group 6	SAA (36 total)	C-979	V	91-92		shred
Group 7	SAA (36 total)	C-979	V	91-92		shred
SP 145	Karen Lynn Owen	C-979	II	7/15/94		shred
Group 8	Dst Ct. Correspondence misc. (99 total)	C-979	V	1998-99		shred
Group 9	SAA (76 total)	C-979	V	94-97		shred
Group 10	SAA (24 total)	C-979	V	93		shred
Group 11	SAA (34 total)	C-979	V	94-95		shred
622076P	Charles Albert Sullivan	C-979	II	12/16/93		shred
623113P1	Phyllis Lazerow	C-979	II	6/6/94		
614710P	Dale Kevin Proctor	C-979	II	12/26/90		
62619220	Ann Marie Smith	C-979	II	2/6/89		
Group 12	Child abuse reports/ Correspondence (567 total)	C-979		1-99-10 12-94		shred

Hereby certify that the records listed were disposed of as indicated.

*[Handwritten Signature]*  
 Signature

*[Handwritten Title]*  
 Title

8/15/03  
 Date

FOR CHMITER COGMLA  
L. O. N. 2003  
CHUCCI DE BENEZIA V. I. O. N. E. /

22

[REDACTED]

AUG 25 2003

[REDACTED]





JAMES N. VAUGHAN  
Chief Judge

JOSEPH P. ROSENTHAL  
Chief Clerk

**DISTRICT COURT OF MARYLAND  
HEADQUARTERS**

Maryland Judicial Center  
580 Taylor Avenue, A-3  
ANNAPOLIS, MARYLAND 21401  
(410) 260-1210 Fax (410)260-1219

ASSISTANT CHIEF CLERKS:

SUSAN ARMIGER  
Finance

CHARLES E. MOULDEN  
Operations

DIANE S. PAWLOWICZ  
Administrative Services

LISA I. RITTER  
Engineering & Central Services

July 23, 2004

Gabe Lopez, State Records Administrator  
State Records Management Center  
P. O. Box 275  
Jessup, MD 20794

Dear Mr. Lopez,

Enclosed are destruction certificates from the District Court. These certificates indicate that certain records were destroyed.

Each certificate discloses the county, type of records, manner in which the records were destroyed, and the date of records destruction.

Sincerely,

Lisa I. Ritter  
Assistant Chief Clerk  
Engineering & Central Services

Enclosures

Put return  
date on log  
sheet + date  
stamp



VICTIM/WITNESS INFORMATION . . . (301) 932-3360

CIRCUIT COURT DIVISION

Criminal . . . . . (301) 932-3363

Juvenile . . . . . (301) 932-3364

Child Support . . . . . (301) 932-3355



DISTRICT COURT DIVISION

Criminal . . . . . (301) 932-3353

Motor Vehicle . . . . . (301) 932-3370

Bad Check . . . . . (301) 932-3381

**LEONARD C. COLLINS, JR.**  
**State's Attorney for Charles County**

P.O. Box 3065

La Plata, Maryland 20646

(301) 932-3350 • (301) 870-3413

FAX (301) 932-3379

August 26, 2003

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

Dear Sir or Madam:

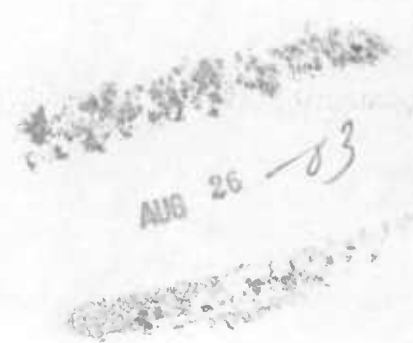
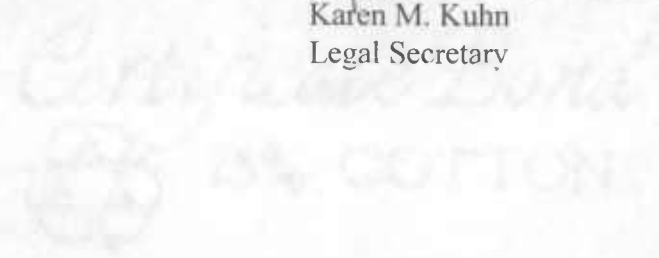
Enclosed please find original Certificates of Records Disposal for the State's Attorney's Office for Charles County.

Sincerely,

A handwritten signature in cursive script that reads "Karen M. Kuhn".

Karen M. Kuhn  
Legal Secretary

Enclosures





Faint, illegible text centered on the page, possibly a title or header.

Faint, illegible text located in the lower middle section of the page.

**Department of General Services**

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

Prepare in Duplicate

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

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
6P11122	Ronald Clay Tilghman	C-979	II	9-1-97	8/15/03	Buried
1P11124	Antoine Lamar Robinson	C-979	II	9-1-97		
2I11125	Catherine Grace Benjamin	C-979	II	4-1-97		County
3P11126	Steven Wayne Sams	C-979	II	9-1-97		Landfill
4P11127	Shaun Robert McHahon	C-979	II	9-1-97		
5P11128	Rodney Cleveland Phillips	C-979	II	9-2-97		
6P11129	David Michael Swann	C-979	II	8-28-97		
0P11130	Lee Anthony Ferris	C-979	II	8-26-97		
3P11133	Ryan Matthew Bridge	C-979	II	11-22-96		
0P11136	Jackie Ellen Van House	C-979	II	8-20-97		
0P11137	Joe Amosh Scuriewell	C-979	II	9-5-97		
1P11138	Joe Amosh Scuriewell	C-979	II	9-5-97		
2P11139	Timothy Darrell Woodland	C-979	II	9-5-97		
3P11140	Margene Leo Lyles	C-979	II	9-3-97		
4P11141	Richard Lee Bernstein	C-979	II	9-5-97		
5P11142	Catherine Marie Malley	C-979	II	9-6-97		
6P11143	Tara Bernadette Johnson	C-979	II	7-23-97		
1P11145	Oscar Bernard Smiley	C-979	II	8-21-97		
3P11147	Donald Ellsworth Moore	C-979	II	9-1-97		
4P11148	Dennis Charles Fleming	C-979	II	7-16-97		
1P11152	Dennis Wayne Jones	C-979	II	9-6-97		
2P11153	Richard Ellsworth Brinkley	C-979	II	9-3-97		
3P11154	Kevin W. Spillman	C-979	II	8-30-97		
1P11159	David E. Davis	C-979	II	9-8-97		
2P11160	Joseph Michael Jones	C-979	II	9-8-97		
3P11161	Michael Stephen Moran	C-979	II	9-8-97		
4P11162	Gilbert Gregory Hart	C-979	II	9-5-97		
6P11164	Margus Aaron Pinkett	C-979	II	8-28-97		
0P11165	Frances Arlene Vanlandingham	C-979	II	9-9-97		
1P11173	Nathan Termaine Holton	C-979	II	9-9-97		
<del> </del>						

I hereby certify that the records listed were disposed of as indicated.  
*Karen Lusk*  
Signature

*Secretary*  
Title

8/26/03  
Date

PAID BY THE STATE OF CALIFORNIA

BY C. B. BROWN

FOR CHESTER COY 1854

OBJECT OF THE STATE 7110462

**Department of General Services**

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

Prepare in Duplicate

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

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P11089	Richard Wesley Inman	C-979	II	9-12-97	8/15/03	
6P11092	Sherril L. Parker	C-979	II	6-6-97		Bined
2P11060	James Robert Taylor	C-979	II	8-29-97		Can't
3P11062	Michael Allen Edamus	C-979	II	8-30-97		Landfill
0P11067	Carl Lewis Ford	C-979	II	8-30-97		
1P11068	James Everett Willis	C-979	II	8-2-97		
2P11069	Harry Luther Burkett Jr	C-979	II	8-2-97		
5P11072	Willardine Logan	C-979	II	9-1-97		
6P11073	John Campbell Shade	C-979	II	9-1-97		
0P11074	Carrie F. Harvey	C-979	II	8-19-97		
2P11076	Vanika Watson	C-979	II	9-1-97		
5P11079	Patricia Lynn Gosnell	C-979	II	7-29-97		
0P11081	Darryl Emene Green	C-979	II	9-2-97		
2P11083	Beverly Thorne	C-979	II	7-6-97		
3P11084	Toya Meadoo	C-979	II	9-2-97		
4P11085	Bryan Keith Vandam	C-979	II	8-16-97		
5P11086	Catherine Elizabeth Hutchins	C-979	II	8-15-97		
6P11087	Carl Eric Meadoo	C-979	II	9-2-97		
3P11091	Richard Paul Dibble	C-979	II	9-4-97		
4P11092	John William Cossa	C-979	II	7-20-97		
5P11093	William Bruce Puffenberger Jr	C-979	II	8-30-97		
0P11095	Benny Lonnell Pallard	C-979	II	8-1-97		
1P11096	Kenneth B Well	C-979	II	8-1-97		
2P11097	Christine Antoinette Pallard	C-979	II	8-1-97		
5P11100	Charles Francis Panholzer	C-979	II	9-3-97		
0P11102	Kristy Elaine Miller	C-979	II	8-19-97		
1P11103	Dennis Charles Moore	C-979	II	7-23-97		
2P11104	Teresa Lynn Welch	C-979	II	8-25-97		
3P11105	Teresa Lou Walls	C-979	II	11-2-96		
4P11106	Perry Lee Smith Jr	C-979	II	8-26-97		
5P11107	David Wayne Welch	C-979	II	8-26-97		
1P11110	Victoria Carol Hamilton	C-979	II	7-10-97		
3P11112	Charlene Bishop	C-979	II	8-27-97		
4P11113	Ferdinand Antoinette Poblador	C-979	II	8-13-97		
5P11114	James Aloysius Thomas	C-979	II	8-23-97		
6P11115	Austin Allen Bruno	C-979	II	8-25-97		
0P11116	Lenton John Clark Jr.	C-979	II	8-8-97		
2P11118	John Cassidy	C-979	II	8-22-97		
3P11119	Elba Iris Sagastizaba	C-979	II	7-2-96		
4P1120	Rold Norman Schaeffer	C-979	II	8-2-97		

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

*[Signature]*  
 Signature

*[Signature]*  
 Title

8/26/03  
 Date

1919-1920

LOM CHARLES COGNAC

MAISON FONDÉE EN 1765



OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

**Department of General Services**

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

Prepare in Duplicate

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

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P11247	Charles Michael Kemp	C-979	II	9-14-97	8/15/03	burned
6P11248	Robert Michael Reynolds	C-979	II	9-14-97		burned
1P11250	Christine Renee Edmond	C-979	II	8-16-97		burned
2P11251	John Franklin Moreland	C-979	II	7-29-97		
3P11252	Eduardo Enrique Iglesias	C-979	II	9-5-97		
6P11255	John Timothy Hood Jr	C-979	II	9-15-97		
5P11219	Eduard Francis Kline	C-979	II	12-31-96		
6P11220	David Lee Prohaska	C-979	II	6-30-97		
1P11222	Wanda Darlene Unkle	C-979	II	11-24-96		
2P11223	Preston Stanley Wade	C-979	II	9-4-97		
3P11224	Albert Lester Stiles Jr	C-979	II	9-6-97		
1P11229	Diane Ann Shaw Smith	C-979	II	7-11-96		
3P11230	Michael Everett Recker	C-979	II	9-7-97		
3P11231	Karen Lynn Bocarossa	C-979	II	9-9-97		
1P11236	Jerry Antonio Costen	C-979	II	9-12-97		
3P11238	Tony Tobias Lyles	C-979	II	9-12-97		
6P11241	Paul Alton Drieherson Jr	C-979	II	9-13-97		
0P11242	Luke D McFadden	C-979	II	9-14-97		
0P11200	Victoria Mays	C-979	II	9-2-97		
1P11201	Linda Marie Chandler	C-979	II	8-8-97		
3P11203	Patrick Terry Thomas	C-979	II	6-29-97		
4P11204	Donna Frances Lacey	C-979	II	8-24-97		
6P11206	Michael Shawn Hawkins	C-979	II	9-2-97		
0P11207	Jason Linna Johnson	C-979	II	9-5-97		
1P11208	Lloyd Ann Pate, Jr	C-979	II	8-27-97		
2P11209	Jeffrey Monte Dillon	C-979	II	9-6-97		
3P11210	Eric Davis Smith	C-979	II	8-23-97		
4P11211	Joseph Arthur McCreary Jr	C-979	II	8-28-97		
0P11214	Robert M Jenkins	C-979	II	9-3-97		
2P11216	Kimberly Ann Williams	C-979	II	2-10-97		
4P11219	Betty Jo Clark	C-979	II	10-26-96		
3P11175	Charles C Kelton	C-979	II	9-10-97		
4P11176	Louis Eugene Messineo	C-979	II	9-9-97		
5P11177	Victoria Lynn Beisler	C-979	II	8-21-97		
6P11178	Maurice Mack Lake	C-979	II	8-29-97		
0P11179	James Richardson	C-979	II	9-11-97		
6P11185	Anthony Tyrone Wells	C-979	II	8-26-97		
0P11186	Craig Terrell Curtis	C-979	II	9-12-97		
1P11187	Kevin Michael Faiola	C-979	II	9-12-97		
3P11188	Barbara Jean Taylor Churning	C-979	II	11-4-96		

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

*[Signature]*  
Signature

*Secretary*  
Title

8/26/03  
Date

CHAPIN, J. J. (1900-1901)

FOR CHURCHES, COLLEGE  
OFFICE OF THE CLERICAL VILLAGE

OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

		<b>Department of General Services</b>	Prepare in Duplicate
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P11303	Anthony Michael Davis	C-979	I	9-14-97	8/1/03	Burned
0P11305	Daniel Ray Johnson	C-979	II	8-29-97		Landfill
1P11306	Elmer Lee Haggard, Jr	C-979	II	8-30-97		Landfill
2P11307	Teia M Savoy	C-979	II	9-15-97		
3P11308	William B. Reeves Jr	C-979	II	9-15-97		
4P11309	Sylvia Jeannet Singleton	C-979	II	8-24-97		
5P11310	Joseph Darrell Wright	C-979	II	9-14-97		
6P11311	Angela Jean Jacks	C-979	II	8-25-97		
0P11312	Jason Matthew Johnson	C-979	II	9-7-97		
2P11314	Paul Kirby Harley	C-979	II	8-7-97		
5P11317	John Paul McHugh	C-979	II	9-17-97		
6P11318	John Gustaf Garner	C-979	II	8-24-97		
5P11296	Frank Lamar Williams	C-979	II	9-9-97		
6P11304	Roy Wayne Boothe	C-979	II	9-1-97		
4P11302	Lillian Mae Owens	C-979	II	12-13-96		
1P11285	James Al Fred Long Jr	C-979	II	8-28-97		
2P11286	Romaine Ruby Washington	C-979	II	5-22-97		
3P11287	Jodie Lynn Headley	C-979	II	6-23-97		
4P11288	Connie Delphine Bayley Smith	C-979	II	7-28-97		
5P11289	M. Keshal Lyndal Proctor	C-979	II	9-18-97		
0P11291	Jessica Ann Linkins	C-979	II	6-24-97		
4P11295	Nicholas Vasele Wade	C-979	II	9-12-97		
0P11256	Steven Erving Shaw	C-979	II	9-15-97		
1P11257	Brian Neil Helland	C-979	II	9-16-97		
2P11258	Douglas Allen Shorter	C-979	II	9-16-97		
4P11260	Dierdre Ann Leeds	C-979	II	9-16-97		
0P11270	Louis John Hemsley Jr	C-979	II	8-26-97		
1P11271	Cary Gene Boston	C-979	II	9-17-97		
2P11272	Bobbie Lee Woods	C-979	II	9-17-97		
3P11273	Vincenzo Fama	C-979	II	9-17-97		
4P11274	Terry Tyrone Cole	C-979	II	8-28-97		
6P11276	Kendall Eric Schulz	C-979	II	7-5-97		
2P11279	Joseph Arthur Bowles	C-979	II	9-15-97		
3P11280	Jimmy Edward Cooper	C-979	II	8-25-97		
4P11281	Robin Estelle Rogers	C-979	II	9-16-97		
0P11284	Roger Lawrence Tillman	C-979	II	9-10-97		
1P11243	Sylvia Jeannet Singleton	C-979	II	9-14-97		
2P11244	Kenneth Francis Adams	C-979	II	9-14-97		
3P11245	Brian A. Farmer	C-979	II	9-14-97		
4P11246	Fredy H Eatman II	C-979	II	9-14-97		

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

*[Signature]*  
Signature

*[Signature]*  
Title

8/26/03  
Date

75 1000 1000000000

10 10 10 10

FOR CHRYSLER CREDIT

OFFICE OF THE CLERK OF THE SUPREME COURT

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P11502	Karen Ann Holland	C-979	II	10-5-97	8/15/03	Bundled
2P11503	Rhonda Lynn Auth	C-979	II	9-30-97		Can't
3P11504	Tevin Varney	C-979	II	10-4-97		Can't
4P11505	Earl Barbour Porter	C-979	II	10-4-97		
5P11506	Revell LaParis Hicks	C-979	II	10-5-97		
1P11509	Antoinette Cherelle Woods	C-979	II	9-12-97		
2P11510	Tina Sleeper Raum	C-979	II	9-12-97		
2P11489	Benita Delores Folkerson	C-979	II	10-4-96		
5P11492	Violet Cassidy Chaney	C-979	II	10-4-96		
6P11493	Denise Underwood Strickland	C-979	II	10-4-96		
0P11494	Stacy Bannister	C-979	II	10-1-97		
0P11501	Karen M. V. Smith	C-979	II	9-17-97		
0P11480	Jenny Lynn Roberts	C-979	II	9-10-97		
1P11481	Venus Emmanuel Ford	C-979	II	9-24-97		
3P11483	Joseph Warren Gingell	C-979	II	8-30-97		
5P11485	Adola Hintze	C-979	II	10-2-97		
0P11487	Thomas Oswald Adams	C-979	II	9-20-97		
1P11488	David Price Sr.	C-979	II	10-4-96		
4P11463	Romea Alfonso Bennett	C-979	II	8-17-97		
5P11464	Jessy James Snead	C-979	II	9-26-97		
1P11467	Dennis Crecelius	C-979	II	8-18-97		
2P11468	George G Yates	C-979	II	9-30-97		
3P11469	Ronnie Demand Childs	C-979	II	10-1-97		
4P11470	Sheri Lynn Butler	C-979	II	9-26-97		
5P11471	Deanna James	C-979	II	9-20-97		
6P11472	Ronald F Carroll Jr	C-979	II	10-1-97		
1P11474	Tini Kaheshawne Gordon	C-979	II	9-15-97		
2P11475	Daryl Eugene Green	C-979	II	7-6-97		
3P11476	John Edward Davis	C-979	II	7-8-96		
4P11477	Brenda Joyce Green	C-979	II	7-22-97		
6P11479	John Byrd Scott	C-979	II	10-1-97		
0P11452	Ronald Duvall Phelps	C-979	II	9-29-97		
1P11453	Tabitha P Butler	C-979	II	8-30-97		
2P11454	Charles Edward Booker	C-979	II	9-20-97		
3P11455	Samuel Ellsworth Bruce	C-979	II	9-20-97		
4P11456	Thomas James Leatherman	C-979	II	9-27-97		
5P11457	Allen Wayne Keller	C-979	II	8-26-97		
6P11458	Nancy Darleen Leatherman	C-979	II	9-27-97		
0P11459	Kevin Lee Cave	C-979	II	9-17-97		
1P11460	Brian Antoni Phawery	C-979	II	9-13-97	✓	✓

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

*Karen Kuhn*  
Signature

*Secretary*  
Title

8/26/03  
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FOR CHARTER COPIES  
OFFICE OF THE CIVIL SERVICE COMMISSION

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P11461	Vincent E Windsor	C-979	II	9-30-97	8/15/03	Buried
3P11462	Annette Vidar Marshall	C-979	II	8-17-97		Capin
3P11441	Terry Louis Carter	C-979	II	9-20-97		Landfill
5P11443	Cheryl Lee East	C-979	II	7-22-97		
6P11444	Ricky Allen Phipps	C-979	II	9-22-97		
0P11445	Glenwood Lee Tilley III	C-979	II	9-12-97		
1P11446	Dwain Patrick Hawkins	C-979	II	8-9-97		
2P11447	Ryan Trememe Hall	C-979	II	9-14-97		
3P11448	Karen M M Smith	C-979	II	9-17-97		
4P11449	Antonio Michael Green	C-979	II	8-5-97		
5P11450	Alonzo Wendell Thomas	C-979	II	9-23-97		
1P11425	Toya Lee	C-979	II	9-16-97		
2P11426	Edward Eric Key	C-979	II	9-14-97		
6P11430	Sonja Eyvette Porter	C-979	II	9-23-97		
3P11434	Charles William Lattisaw	C-979	II	9-14-97		
5P11436	Debbie Damer	C-979	II	9-24-97		
0P11403	Timothy Lee Crook	C-979	II	9-18-97		
1P11404	Ryan Ellery Tyler	C-979	II	9-19-97		
2P11405	Lashawn S Hale	C-979	II	9-19-97		
3P11406	Beatrice W Boyette	C-979	II	9-19-97		
4P11407	Wendell Phillip Queen	C-979	II	9-19-97		
5P11408	Brian Rae Hodge	C-979	II	9-19-97		
6P11409	Royal G Tolson	C-979	II	9-20-97		
1P11411	Jerome Duwayne Stophin	C-979	II	9-20-97		
2P11412	Martin Richard Benjamin	C-979	II	9-20-97		
3P11413	James Desales Douglas	C-979	II	9-20-97		
4P11414	Rits Junior Plomer	C-979	II	9-21-97		
6P11416	Raymond C Eskridge	C-979	II	9-21-97		
2P11419	Daniel Atwell Strong	C-979	II	9-5-97		
3P11420	Jessy James Snea d	C-979	II	9-18-97		
5P11422	Linda Patricia Hancock	C-979	II	9-17-97		
6P11423	James Zackery Posey	C-979	II	9-11-97		
1P11390	Kevin Andre Robinson	C-979	II	10-7-97		
3P11392	Angelo Del Enniss	C-979	II	9-9-97		
5P11394	Cheryl Ann Jeffries	C-979	II	10-4-97		
2P11398	Cheri M Poe	C-979	II	10-8-97		
3P11399	Thomas Anderson Crampton	C-979	II	10-8-97		
4P11400	Tracy Lynn Henderson	C-979	II	10-4-97		
6P11402	Brian Peter Boyd	C-979	II	9-18-97		
0P11368	John Peter Theim Jr	C-979	II	10-2-97		

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

*Karen Vuk*  
Signature

*Secretary*  
Title

*8/26/03*  
Date

1700  
1000  
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FOR CHAIRS ONLY  
OFFICE OF THE STATES ATTORNEY



**Department of General Services**

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

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**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P11371	William Shawn Duffy	C-979	II	8-8-97		
1P11383	Lakiesha Shanice Price	C-979	II	10-4-97		
2P11384	Robert Earl Cole	C-979	II	10-5-97		
3P11385	Kandall Ludi Bass	C-979	II	10-5-97		
4P11386	Decarl Michael Thomas	C-979	II	10-5-97		
5P11387	Toby Jerome Barnes	C-979	II	10-5-97		
5P11359	Jamie Robert Grinder	C-979	II	9-28-97		
0P11361	Kenneth Patrick Kohler	C-979	II	8-30-97		
1P11362	Rose Ann Emelio	C-979	II	9-30-97		
2P11363	Lloyd Mark Washington Jr	C-979	II	9-30-97		
5P11366	Melanie Charlene Warten	C-979	II	8-17-97		
4P11344	Andrew Preston Paul Rutter	C-979	II	9-26-97		
2P11345	Joseph R. Brooks	C-979	II	9-26-97		
1P11348	Brian Edmund Baum	C-979	II	9-23-97		
2P11349	Jennifer Lee Moore	C-979	II	9-26-97		
3P11350	Gene Halter	C-979	II	9-26-97		
4P11351	Gene Halter	C-979	II	9-26-97		
0P11354	William Bernard Alvey	C-979	II	9-26-97		
3P11357	Tracy M Byrd	C-979	II	9-27-97		
0P11326	David Wayne Shipley	C-979	II	7-26-97		
1P11327	Mark Stevenson Bransinger	C-979	II	9-4-97		
2P11328	Lenton John Clark Jr	C-979	II	9-18-97		
4P11330	Pie Thomas	C-979	II	9-22-97		
5P11331	Lashawn D Duckett Murray	C-979	II	9-22-97		
0P11319	Jeffery Andre Banks	C-979	II	8-24-97		
1P11320	Derrick A. Gross	C-979	II	9-17-97		
2P11321	Anna M M Foraci	C-979	II	9-11-97		
3P11322	Eric Daniel Grabis	C-979	II	7-30-97		
4P11323	Timmy Bradburn	C-979	II	9-17-97		
5P11324	Erik James C Edmond	C-979	II	9-21-97		
6P11325	Damion Davison	C-979	II	9-16-97		
6P11332	Charles William Lattisaw	C-979	II	9-2-97		
0P11333	Raul Buan Baldonado	C-979	II	9-16-97		
2P11335	Lateetah Chyvonn Brittford	C-979	II	8-13-97		
3P11336	Chantel Katika Walker	C-979	II	1-13-97		
4P11337	Bertram Darnell Muschette	C-979	II	9-24-97		
2P11342	Ronald Wayne Harris	C-979	II	9-25-97		
3P11343	Jeanne Lynn Kaban	C-979	II	9-10-97		
4P11442	John James Malsowski	C-979	II	8-7-97		

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

*Paul [Signature]*  
Signature

*Secretary*  
Title

*8/26/03*  
Date

UNITED STATES  
BUREAU OF  
FOR CHARITABLE CONTRIBUTIONS  
OFFICE OF THE STATES ATTORNEY

~~CONFIDENTIAL~~

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Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

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100% PCC

VICTIM/WITNESS INFORMATION . . . (301) 932-3360  
CIRCUIT COURT DIVISION  
-Criminal . . . . . (301) 932-3363  
Juvenile . . . . . (301) 932-3364  
Child Support . . . . . (301) 932-3355



DISTRICT COURT DIVISION  
Criminal . . . . . (301) 932-3353  
Motor Vehicle . . . . . (301) 932-3370  
Bad Check . . . . . (301) 932-3381

**LEONARD C. COLLINS, JR.**  
**State's Attorney for Charles County**  
P.O. Box 3065  
La Plata, Maryland 20646  
(301) 932-3350 • (301) 870-3413  
FAX (301) 932-3379

December 4, 2003

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

Dear Sir or Madam:

Enclosed please find original Certificates of Records Disposal for the State's Attorney's Office for Charles County.

Sincerely,

A handwritten signature in cursive script that reads "Karen M. Kuhn".

Karen M. Kuhn  
Legal Secretary

Enclosures

*Certificate Bond*  
*100.00*

UNITED STATES DEPARTMENT OF AGRICULTURE

1918 COTTON



UNITED STATES DEPARTMENT OF AGRICULTURE  
BUREAU OF PLANT INDUSTRY  
WASHINGTON, D. C.

UNITED STATES DEPARTMENT OF AGRICULTURE

1918 COTTON



		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit		Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-725	Cabe, Roy Lafayette Jr	C979	I	03-09-91	11/24	Buried
91-727	Goodrich, Steven M	C979	I	01-12-91		at
91-728	Williams, Henry	C979	I	04-06-91		land fill
91-729	Brown, Michael Donnell	C979	I	02-08-91		
91-730	Stachura, Dean Conrad	C979	I	06-29-91		
91-731	Smith, Darren Leon	C979	I	07-06-91		
91-732	Hagens, Theodore R	C979	I	08-29-91		
91-733	Rice, Ronald D	C979	I	08-27-91		
91-734	Simpson, Wayne C.	C979	I	08-27-91		
91-735	Johnson, Stephanie Yvonne	C979	I	02-04-91		
91-736	Bailey, Lester Robert	C979	I	04-06-91		
91-737	Conley, Paul Tauben	C979	I	12-13-90		
91-738	Allen, William Martin	C979	I	01-14-91		
91-739	Shipp, Horace Ray	C979	I	05-21-91		
91-741	Greene, Bryce Kevin	C979	I	03-20-91		
91-742	Curtis, Troy Ricardo	C979	I	07-04-91		
91-743	Hurd, Charlie Merton Jr.	C979	I	05-29-91		
91-744	Juliano, Christine Marie	C979	I	06-08-91		
91-746	Stachura, Dean C. S.	C979	I	08-05-91		
91-747	Stachura, Dean Conrad	C979	I	07-10-91		
91-748	Boone, Richard Jr.	C979	I	08-13-91		
91-749	Brawner, Kevin M.	C979	I	04-20-91		
91-750	Brown, William Thomas	C979	I	04-05-91		
91-753	Edelen, Angela Annette	C979	I	08-17-91		
91-754	Gibson, Bruce Lamont	C979	I	08-24-91		
91-755	Gross, Nevada Antonio	C979	I	07-11-91		
91-757	Jackson, Garson	C979	I	09-03-91		
91-759	MacKenzie, Kirk Douglas	C979	I	08-24-91		
91-760	Middleton, Larry Rudolf	C979	I	12-14-89		
91-761	Pickeral, Richard Antoine	C979	I	06-19-91		
91-762	Proctor, Kevin Dale	C979	I	09-09-91		
91-763	Suleiman, Jadillah Juda	C979	I	09-06-91 - 09-07-91		
91-764	Waters, Richard	C979	I	06-19-91		
91-765	Wells, Christopher Michael	C979	I	08-26-91		
91-767	Walker, George Leon	C979	I	06-21-91		
91-768	Hogue, Donovan Gaylord	C979	I	06-10-6-11-91		
91-769	Wells, Christopher Michael	C979	I	06/10 - 06/11/91		
91-770	Hogue, Donovan Gaylord	C979	I	06/10 - 06/11/91		
91-771	Wells, Christopher Michael	C979	I	06/10 - 06/11/91		
91-772	Hogue, Donovan Gaylord	C979	I	06/10/91	11/24	

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

*Lisa Gardeset*  
 Signature

*Secretary*  
 Title

*12/1/03*  
 Date

1950s  
E. O. POWERS

FOR CHARLES C. GIBBY  
OFFICE OF THE DIRECTOR, FBI



		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-773	Wells, Christopher Michael	C979	I	06-10-91	11/24	Burned
91-774	Zantinger, William Devereux	C979	I	05-30-90		at
91-775	Childress, Johnny Lee	C979	I	01-29-90		land fill
91-766	Edwards, Kenneth C.	C979	I	07-27-91		
91-776	Carroll, Edward Edwin	C979	I	05-18-91		
91-777	Harvey, Patrick Lamont	C979	I	05-18-91		
91-778	Childress, Johnny Lee	C979	I	03-05-90		
91-779	Childress, Johnny Lee	C979	I	02-05-89		
91-780	Washington, Tonya Renee	C979	I	04-28-91		
91-781	Cook, Thomas Edward Jr.	C979	I	08-23-91		
91-783	White, Arthur Franklin	C979	I	07-25-91		
91-784	Loucks, Michael Allen	C979	I	04-30-91		
91-785	Brown, Tracy Lynn	C979	I	01-20-91		
91-786	Buckler, Dale Lee	C979	I	06-30-91		
91-787	Buckler, Hank William	C979	I	06-30-91		
91-788	Buckler, Jeffrey Allen	C979	I	06-30-91		
91-789	Buckler, Richard Allen	C979	I	06-30-91		
91-790	Dahlstedt, Eugene R. Jr.	C979	I	08-28-91		
91-791	Ford, David Wayne	C979	I	06-09-91		
91-792	Frolich, John Francis	C979	I	08-28-91		
91-793	Graves, Lewis Wayne	C979	I	06-30-91		
91-794	Hartwell, Darrell	C979	I	07-09-91		
91-795	Smith, Raymond Earl	C979	I	06-16-91		
91-796	Woodward, Kevin Richard	C979	I	01-20-91		
91-798	Hamilton, Artina Marie	C979	I	07-03-91		
91-800	Wells, Christopher Michael	C979	I	05-22-91		
91-801	Wyne, Danny Matthew	C979	I	05-27-91		
91-802	Wesley, John Allen	C979	I	08-29-91		
91-803	LaForte, John L.	C979	I	07-23-91		
91-804	Newton, Vance Allen	C979	I	07-23-91		
91-805	Kohlieber, Darwin James	C979	I	07-08-91		
91-806	Hicks, Patricia Ann	C979	I	05-02-91		
91-808	Bowie, Archie McDonald	C979	I	06-21-90		
91-809	Barton, Jerry J.	C979	I	09-17-91		
91-810	Williams, James Conrad	C979	I	02-27-91		
91-812	Bullock, Andre Lamont	C979	I	04-23-91		
91-814	Weeks, Ricky	C979	I	06-26-91		
91-815	Wells, Christopher Michael	C979	I	06-11-91		
91-816	Wells, Christopher Michael	C979	I	05-26-91		
91-817	Wells, Christopher Michael	C979	I	06-09-91	11/24	

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

*Aisha Gardelle*  
 Signature

*Secretary*  
 Title

12/1/03  
 Date

1910  
L. C. 1910  
FOR GIVING  
OBJECT OF THE

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
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		P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit		Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-818	Brewer, Edward Patrick	C979	I	07-30-91	11/24	Buried
91-819	Denard, Janine Michelle	C979	I	07-05-91		at
91-820	Gagnon, Brian Kerstan	C979	I	07-19-91		landfill
91-821	Colé, Robert Earl	C979	I	06-26-91		
91-822	Hurd, Maurice Calvin Jr.	C979	I	06-27-91		
91-823	Johnson, Woodrow Jr.	C979	I	09-12-91		
91-825	Marshall, Donald Lee Jr.	C979	I	09-16-91		
91-827	O'Neill, William Alexander	C979	I	09-14-91		
91-828	Santocemma, John A. Jr.	C979	I	09-26-91		
91-829	Lanham, Frankie Lynn	C979	I	12-05-88		
91-830	Winemiller, Gary Lee Jr	C979	I	07-19-91		
91-832	Wedding, Ernest L.	C979	I	11-11-90		
91-833	Wedding, Ernest Darnell	C979	I	08-15-90		
91-834	Winters, Wayne Darnell	C979	I	06-38-91		
91-835	Casciani, Joel David	C979	I	02-01-91		
91-836	Benton, Barmas Andrew	C979	I	09-21-91		
91-837	Brewer, Edward Patrick	C979	I	06-08-91		
91-838	Cumberland, John Harvey	C979	I	09-20-91		
91-839	Fowler, Robert + Fields	C979	I	09-21-91		
91-840	McManus, Thomas Patrick	C979	I	09-10-91		
91-841	McManus, Thomas Patrick	C979	I	09-09-91		
91-842	Mudge, Steven Wayne	C979	I	06-08-91		
91-843	O'Neill, William Alexander	C979	I	09-07-91		
91-844	Olup, Stephen Charles	C979	I	09/19-09/20/91		
91-846	Stathos, Philip Alexander	C979	I	08-04-91		
91-847	Stathos, Philip Alexander	C979	I	08-06-91		
91-848	Todd, Michael Ross	C979	I	08-06-91		
91-849	Hudson, Thomas Norman	C979	I	09-29-90		
91-850	Aloups, Sophia G	C979	I	01-28-91		
91-851	Hawkins, John Lamont	C979	I	04-10-91		
91-852	Bradford, Je Dukobi	C979	I	09-12-91		
91-853	Brawner Jeffrey Lamont	C979	I	08-30-91		
91-854	Brawner, Lisa Ann	C979	I	05-02-91		
91-855	Davis, Rogers Frances	C979	I	06-21-91		
91-856	Garris, Charles Anthony	C979	I	08-25-91		
91-857	Hoover, Angela Marie	C979	I	01-25-91		
91-858	Hurley, Tyrone Dwayne	C979	I	05-02-91		
91-859	Martinez, Tatiana	C979	I	09-26-91		
91-860	Proctor, Shawn Lewis	C979	I	07-11-91	✓	
91-863	Smith, Raymond Earl	C979	I	06-27-91	11/24	

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

Lisha Stardine  
 Signature

Secretary  
 Title

12/1/03  
 Date



OFFICE OF THE STATES ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
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		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-864	Wheeler, Robert Pernel	C979	I	10-19-90	11/24	Buried
91-865	Wheeler, Robert Pernel	C979	I	07-12-91		at
91-866	Marshall, Gregory Marshall	C979	I	04-13-91		landfill
91-868	Warder, Wilson	C979	I	06-01-91		
91-869	Suzann, Leslie Glenn	C979	I	05-18-91		
91-870	Washington, Raynell Joyce	C979	I	06-22-91		
91-871	Banks, Lawrence Nathaniel	C979	I	05-12-91		
91-872	Holmes, Crystal Elaine	C979	I	07-23-91		
91-873	Hall, Carl Reginal	C979	I	06-25-91		
91-874	Wood, Anthony Lawrence	C979	I	10-17-90		
91-875	Wallace, Michael Jerome	C979	I	09-07-91		
91-876	Pickeral, Richard Antoine	C979	I	08-12-91		
91-877	Brooks, Richard Michael	C979	I	04-13-91		
91-878	Weekly, Lance Christopher	C979	I	06-04-91		
91-879	Harvey, John Wesley	C979	I	03-08-91		
91-880	Shelton, Keith Elliott	C979	I	12-31-90		
91-881	Studds, Donald	C979	I	06-25-91		
91-882	Willett, Russell Eugene	C979	I	06-28-91		
91-883	Abraham, Christopher Michael	C979	I	04-12-91		
91-884	Keys, John Curtis	C979	I	06-21-91		
91-885	Brandl, David William	C979	I	10-15-91		
91-886	Burke, Matthew Scott	C979	I	10-16-91		
91-887	Butler, John Fitzgerald	C979	I	09-27-91		
91-888	Daye, William Alonzo	C979	I	01-07-91		
91-890	Groff, Ted Joseph	C979	I	10-15-91		
91-891	Haley, Randy Edward	C979	I	10-16-91		
91-892	Henry, Mattie Louise	C979	I	09-10-91		
91-893	Metcalf, Kevin Michael	C979	I	05-15-91		
91-894	Hill, John Earl	C979	I	09-27-91		
91-895	Stachura, Dean Conrad	C979	I	05-05-91		
91-896	Livers, James Anthony	C979	I	08-30-91		
91-898	Lokey, Glen Allen	C979	I	06-10-91		
91-899	Mangum, Kyle William	C979	I	10-15-91		
91-900	Martin, George Samuel	C979	I	10-16-91		
91-901	Robey, Jack Edward	C979	I	10/01-11/30/90		
91-902	Spiderski, Daniel John	C979	I	08/15-09/25/90		
91-903	Vongartem, Thomas L. Jr.	C979	I	10-04-91		
91-904	Worthy, Michael L	C979	I	05-22-91		
91-905	Durbin, Joann	C979	I	08-30-91		✓
91-906	Durbin, Lawrence Alexander	C979	I	08-30-91	11/24	

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

*Lisha Paradise*  
 Signature

*Secretary*  
 Title

12/1/03  
 Date



		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	Retain one (1) copy and forward original to address at left
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-908	Young, Angela Dawn	C979	I	06-28-91	11/24	Period
91-910	Kirwan, Joseph Russell	C979	I	08-18-91		at
91-911	Yates, John Darren	C979	I	08-31-91		landfill
91-912	Poole, David Christopher	C979	I	09-02-91		
91-913	Nance, Charles Ellsworth	C979	I	04-12-91		
91-914	Buckler, Doris Elaine	C979	I	06-30-91		
91-915	Dodson, Calvin Joseph	C979	I	06-12-91		
91-916	Dodson, Calvin Joseph	C979	I	04-13-91		
91-917	Schmidt, James Kurtis	C979	I	06-01-91		
91-918	Hudson, Eric Wayne	C979	I	04-05-91		
91-919	Mercer, Harrison Rodney	C979	I	06-18-91		
91-920	Mercer, Michael Monroe	C979	I	06-18-91		
91-921	Smith, Ronald Dewain	C979	I	08-03-91		
91-922	Howes, Dennis Wayne	C979	I	07-15-91		
91-923	White, Kalimar David	C979	I	10-20-91		
91-925	Karis, Vernon J	C979	I	08-08-91		
91-926	Hawkins, John Lamont	C979	I	12-11-91		
91-927	Jackson, Kenneth	C979	I	09-27-90		
91-928	Hawkins, John Lamont	C979	I	12-11-91		
91-929	Smith, Catherine Anne	C979	I	02-21-91		
91-930	Hayes, William Elsworth Jr	C979	I	09-15-91		
91-931	Hoover, Angela Marie	C979	I	02/01-04/30/91		
91-932	Bowie, Regina Renee	C979	I	12-26-90		
91-933	Lopez, Daniel	C979	I	03-09-91		
91-935	Blake, Robert Michael	C979	I	10-05-91		
91-936	Bryant, Stephen	C979	I	11-07-91		
91-937	Coleman, Nancy Leigh	C979	I	10-11-91		
91-938	Dudley, Brenda Lee	C979	I	10-11-91		
91-939	Fenwick, Maxwell Xavier	C979	I	10-04-91		
91-940	Hawkins, Eloy Jerome	C979	I	07-16-91		
91-942	Jones, Michael Cary	C979	I	06/10-06/15/91		
91-943	Kelton, Charles Anthony Jr.	C979	I	10-04-91		
91-944	King, Angela Marie	C979	I	10-05-91		
91-945	Leapley, James Richard	C979	I	10-27-91		
91-946	Lord, Timothy Wayne	C979	I	08-26-91		
91-947	Marshall, Sherri Anne	C979	I	09-16-91		
91-948	Matthews, Troy Darnell	C979	I	09-16-91		
91-949	Newton, William Miles	C979	I	09/29-09/30/91		
91-950	Smith, Lawrence Ricardo	C979	I	10-10-91		✓
91-951	Washington, Tonya Renee	C979	I	09-19-91	11/24	

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

Lisha Gardner  
Signature

Secretary  
Title

12/1/03  
Date





		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
Division or Unit		P.O. Box 275 Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
91-952	Holland, Mark	C979	I	01-17-91	11/20/03	Bundled at landfill
92-2	Chapman, Carl Leroy			10-9-91		
92-3	Goldring, Angela Michelle			9-3-91		
92-5	Adams, Andrew Borden			10-24-91		
92-8	Marshall, Jonathan Adrian			11-24-91		
92-10	Settle, Diane Frances			8-17-91		
92-11	Galloway, Louise Claude			12-8-91		
92-12	Williams, Ronnie			12-8-91		
92-13	Harvey, Yolanda Denise			9-25-91		
92-14	Davis, Patrick Nathan			12-6-91		
92-16	Harvey, Yolanda Denise			12-18-91		
92-17	Marshall, Jonathan Adrian			11-19-91		
92-18	Dixon, Kimberly Nichelle			8-31-91		
92-19	Delozier, Evelyn Jeannette			9-10-91		
92-20	Delozier, Evelyn Jeannette			9-10-91		
92-21	Foote, Calvin, Jr.			4-28-91		
92-22	Reyes, Joann			7-18-91		
92-23	Newman, Stanley Victor			12-13-91		
92-24	Dorsey, Joseph Veanny			11-22-91		
92-25	Defoe, William Lee III			1/2/92		
92-26	Ellis, Patricia L.			9-20-91		
92-27	Aubaugh, Dale Clark			7-31-91		
92-28	Perry, Josephine J.			10-16-91		
92-29	Kalthuff, John Matthew			10-25-91		
92-30	Barrett, Terry			3-16-91		
92-31	Barrett, Terry			2-24-91		
92-32	Murray, Karen Lee			4-17-91		
92-33	Monat, Thomas Aaron			7-7-91		
92-34	Magruder, Delores Ann			9-29-91		
92-35	Traudt, David Michael			9-26-91		
92-36	Colbert, James Eugene			10-12-91		
92-37	Catlett, Johnny Leo, Jr.			10-23-91		
92-38	Ford, James Carmel			7-26-91		
92-39	Bundy, Martin Lee			1-3-92		
92-40	Campbell, Wade, Trudell M.			1-3-92		
92-41	Chase, Karl Eugene			11-9-91		
92-42	Dixon, Kimberly M.			9-17-91		
92-43	Hurd, Maurice C., Jr.			10-11-91		
92-44	Martin, George Samuel			9-23-91		
92-45	O'Sullivan, John A			12-12-91		

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

Shandra Masten  
Signature

Clerk  
Title

12-2-03  
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		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
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		P.O. Box 275	Retain one (1) copy and forward original to address at left
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**CERTIFICATE OF RECORDS DISPOSAL**

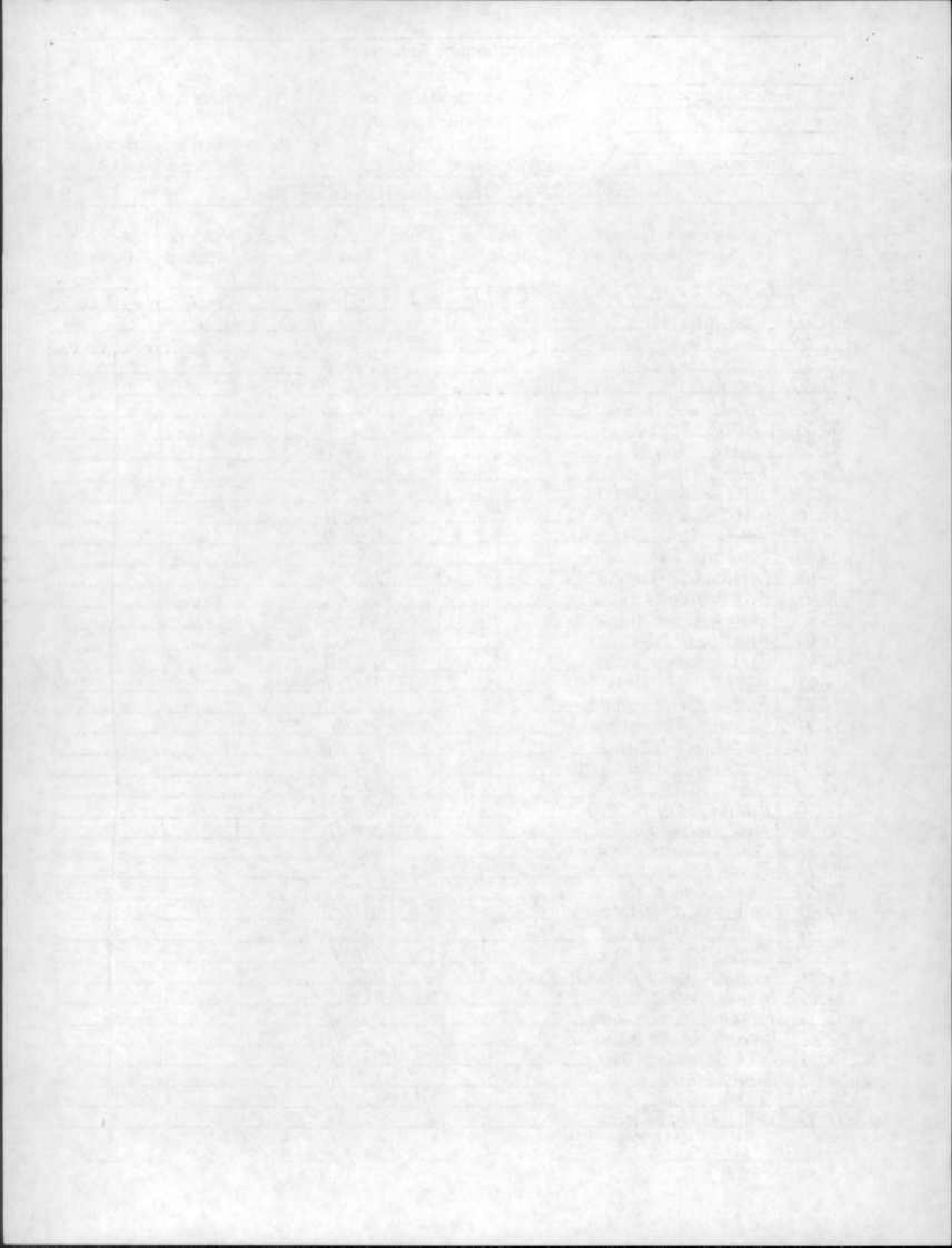
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-47	O'Sullivan, John A.	C 979	I	11-22-91	11/20/03	Buried
92-49	Robey, Larry James			12-12-91		at
92-50	Rowe, Timothy Lewis			8-17-91		landfill
92-51	Smith, Kent Leroy			9-17-91		
92-52	Tyer yar, Michael M.			12-12-91		
92-53	Webster, Michael E.			9-22-91		
92-54	Estep, Steven K.			4-26-91		
92-55	Shade, Philip D.			9-19-91		
92-56	Palmer, Robert Eric			6-2-91		
92-57	Pitt, Jacobson Cliftskawn			3-16-91		
92-60	Roberts, James Larry Jr.			9-12-91		
92-61	James Merritt, James Thomas			12-3-91		
92-62	Greenfield, Eugene Burtel			11-9-91		
92-63	Buoniconiti, Anthony J.			8-25-90		
92-64	Myles, Christopher Thomas			9-10-92		
92-65	Bullock, Wesley Demar			10-29-91		
92-67	Gray, Charles G.			1-3-92		
92-68	Jordan, Damien Devaughn			12-28-91		
92-69	Vaughn, Carol Jean			12-27-91		
92-70	Proctor, Melanie Anita			12-23-91		
92-71	Carlson, William Howard			5-14-91		
92-72	Cerdel, Brandon Kuehl			8-23-91		
92-73	Muschette, Francis Cyril			11-21-91		
92-74	Sprars, Carlton Jerome			9-16-91		
92-75	Roberts, Gary Michael			9-24-92		
92-76	Pace, Melvin Edward			11-1-91		
92-77	Toney, Jeffrey Maurice			10-4-91		
92-78	Thomas, Mary Francine			9-1-91		
92-80	Green, William II			4-27-91		
92-81	Bullock Wesley Demar			12-17-91		
92-82	Bullock, Wesley Demar			1-2-92		
92-83	Swann, David Wayne			7-19-91		
92-84	DeFillippo, Phillip Arthur Jr.			7-12-91		
92-85	Foilinger, Donald Gene			1-2-92		
92-86	Pickens, Gregory Lamar			7-12-91		
92-88	Headley, Thomas Hanks II			11-28-91		
92-89	Duckett, Raymond James			5-25-91		
92-90	Harvey, Patrick Lamont			9-28-91		
92-91	Jenkins, Jimmy			9-24-91		
92-92	Walls, Teddy Eugene			9-22-91		

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

Andrea Martin  
Signature

Clerk  
Title

12-2-03  
Date



OFFICE OF THE STATE'S ATTORNEY  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
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Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-93	Headley, Thomas Hanks II	C 979	I	11-28-91	11/20/03	Buried
92-94	Sams, George Randall			11-28-91		at
92-95	Wood, Louis Jerome			10-10-91		landfill
92-96	Muschette, Francis Cyril			3-1-91		
92-97	Queen, William Michael			9-10-91		
92-98	Douglas, Philip Arthur			12-14-91		
92-99	Budd, Terri Lee			7-27-91		
92-100	Hessman, Timothy Wm. John			10-15-91		
92-101	Cornell, Jason E. Clayton			9-8-91		
92-102	Jones, Patrick Melvin			9-7-91		
92-103	Jones, Patrick Melvin			8-28-91		
92-104	Rolle, Karen Anita			10-3-91		
92-105	Sams, George Randall			11-28-91		
92-106	Beard, Gregory Alan			8-23-91		
92-107	Jones, Patrick Melvin			10-28-91		
92-108	Bennett, David Shane			10-14-91		
92-109	Wood, Louis Jerome			10-10-91		
92-110	Beard, Gregory Alan			8-23-91		
92-111	Morten, Constance Phyllis			10-23-91		
92-113	Chase, Alnita Layana			10-24-91		
92-114	Douglas, William Sylvester			10-24-91		
92-115	Brown, Ronnie Henry Leo			1-15-92		
92-117	Goldring, Shirley Yvonne			8-15-91		
92-118	Green, Kevin Jerry			12-24-91		
92-120	Jackson, Troy Robert			12-24-91		
92-123	Almeida, Laura Ann			1-7-92		
92-124	Ream, Michael John			11-15-91		
92-125	Robey, Jack Edward			1-1-91		
92-127	Woodburn, Sherman Walter			1-15-92		
92-130	Messineo, Louis Eugene			8-27-91		
92-131	Smith, James Anthony			1-26-92		
92-133	Hawkins, Pauline Cecelia			11-5-91		
92-134	Thompson, Darnell Edward			9-3-91		
92-136	Bulbeck, Wesley Delmar			11-6-91		
92-137	Bullock, Wesley Delmar			7-26-91		
92-138	Henson, William Pedro			11-8-91		
92-139	Moon, Lloyd Jefferson			12-27-91		
92-140	Bowie, Clifton E			11-9-91		
92-141	Elliott, Dawn Ann			10-10-91		
92-142	Woodburn, Sherman					

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

Sandra Maiter  
Signature

Clerk  
Title

12/2/03  
Date



OFFICE OF THE STATE CLERK  
FOR CHARLES COUNTY  
P. O. Box 3065  
La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	Retain one (1) copy and forward original to address at left
Division or Unit	Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

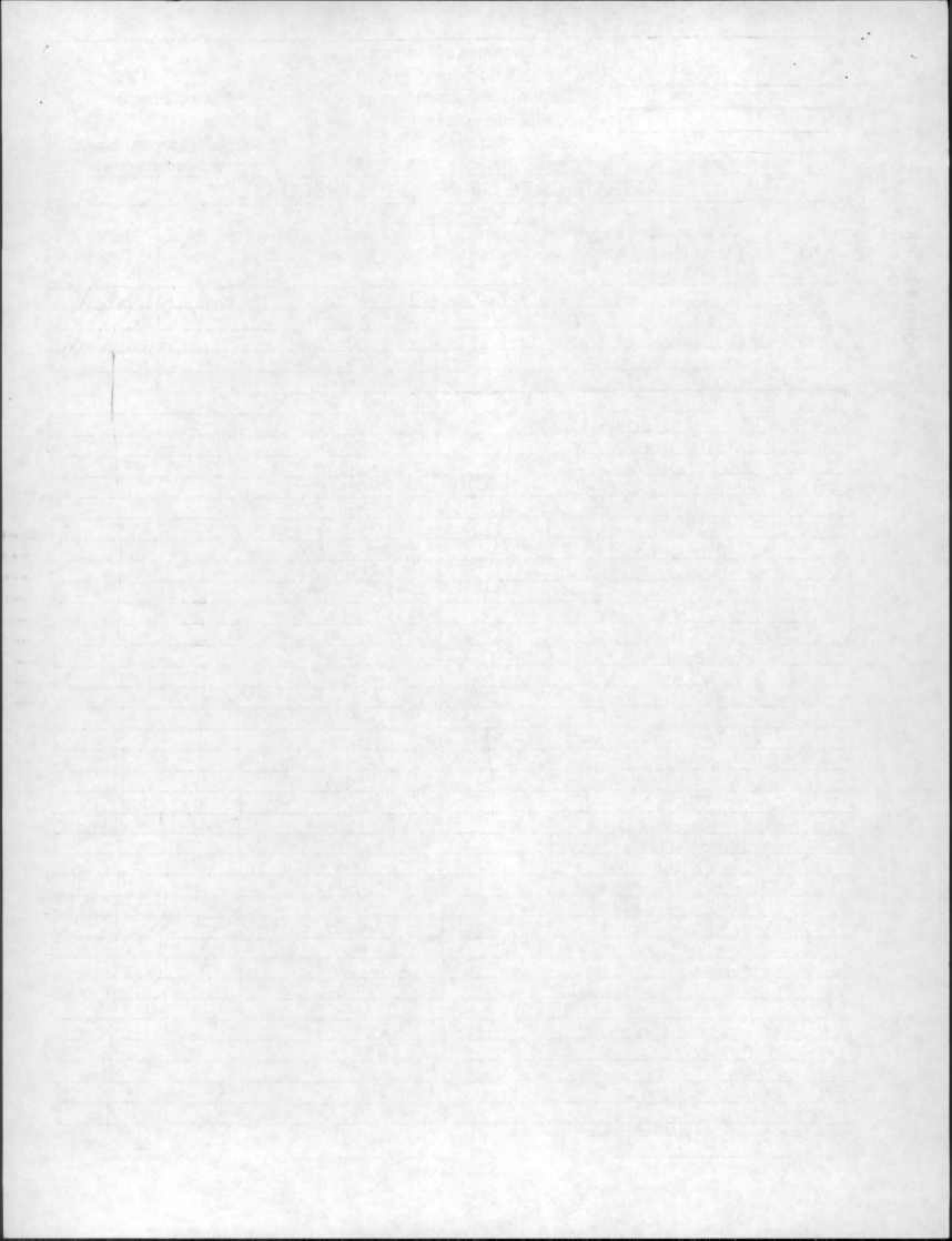
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-143	Elliott, Dawn Ann	C979	I	10-10-91	11/20/03	Buried at land fill
92-144	Plummer, Charles Edward			10-25-91		
92-145	Defoe, William Lee III			2-1-92		
92-146	Estep, Steven Kenneth			6-9-91		
92-147	Smith, Kent Leroy			11-13-91		
92-149	Abraham, Joseph Leo			4-1-91		
92-150	Jahson, Paul Jerome			9-25-96		
92-151	Myles, Gregory Maurice			2-9-90		
92-152	Wade, Gordon Anthony			9-25-91		
92-153	Abraham, Christopher M.			1-5-91		
92-154	Estep, Steven Kenneth			5-1-91		
92-155	Estep, Steven Kenneth			10-20-89		
92-156	Estep, Steven Kenneth			10-7-89		
92-157	Estep, Steven Kenneth			3-2-91		
92-158	Moose, Deborah Lynn			1-20-91		
92-159	Moose, Deborah Lynn			9-2-91		
92-160	Martin, Robert Jackson			3-26-91		
92-161	Tyler, Shelia Vanessa			9-26-91		
92-162	Messineo, Louis Eugene			4-6-91		
92-164	Kyser, Richard Michael			9-24-91		
92-165	Stone, James Patrick			10-14-91		
92-166	Messineo, Louis Eugene			6-8-91		
92-167	Messineo, Louis Eugene			6-24-91		
92-169	Jackson, Kenneth E. Roy			10-23-91		
92-170	Perry, John Christopher Jr.			9-19-91		
92-171	Holley, Aubrey Lee			11-3-91		
92-172	Pankake, John Hardy Jr.			9-18-91		
92-173	Calvert, Philip Todd			3-13-91		
92-174	Johnson, Michael James			6-6-91		
92-175	Perry, John Christopher			9-19-91		
92-176	Estep, Steven Kenneth			2-12-90		
92-177	Estep, Steven Kenneth			1-30-91		
92-178	Estep, Steven Kenneth			1-6-91		
92-180	Dunnington, Edward Lynell			9-13-91		
92-181	Garner, Larry Ray			2-13-92		
92-185	King, Ronald Ephriam			2-10-92		
92-186	Pitts, Lillian Ann			11-13-88		
92-187	Pittman, Cyrus Hugo			10-26-91		
92-188	Wall, Maria Yvonne			2-20-92		
92-189	Goolsby, Cheryl Lynn			2-21-92		

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

Andria Master  
Signature

Clerk  
Title

12-2-03  
Date





OFFICE OF THE STATES ATTORNEY  
FOR CHARLES COUNTY

P. O. Box 3065  
La Plata Maryland 20646

		<b>Department of General Services</b>		
Reporting Agency		Records Management Division	Prepare in Duplicate	
		7275 Waterloo Road (Rte 175)		
		P.O. Box 275		
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-190	Doonis, Clifton Andrew	C979	I	2-12-92	11-20-03	Burned
92-191	Lancaster, Camille			8-29-91		at
92-193	Gray, Ernest Edward			1-6-92		landfill
92-200	Booker, Sabrina Angel			1-15-92		
92-201	White, Kbeliamar David			9-26-91		
92-202	Smith, John Eugene			9-14-90		
92-203	Thomas, Francis Darnell			11-25-91		
92-204	Molitor, Michael W.			12-10-91		
92-205	Briggs, Erika Antoinette			1-15-92		
92-206	Wade, John Delmar			2-18-91		
92-207	Smith, John Eugene			5-7-91		
92-208	Seaton, Robt. C.			1-11-92		
92-209	Butler, Thomas Kevin			1-23-92		
92-210	Ramakrishna, Gopal			8-30-91		
92-211	Johnson, Kelvin N.			1-5-92		
92-212	Burch, Helena L.			11-11-91		
92-214	Lebranco, Frank James			11-30-91		
92-215	Thomas, Jeffrey Lynn			12-1-91		
92-216	Webb, William W. Jr.			1-15-91		
92-217	Crane, David John			2-13-92		
92-218	Danias, Wm. S.			12-12-91		
92-219	Goldsmith, Marvin Van			12-20-91		
92-220	Cray, Turone			2-1-92		
92-221	Hamilton, Charles D.			6-27-91		
92-222	Harmel, Sterling Jr.			2-12-92		
92-223	Knight, Larry Sylvester			2-1-92		
92-224	Lebranco, Steven Craig			2-14-92		
92-225	O'Sullivan, John Albert			12-12-91		
92-227	Rebey, Larry James			12-12-91		
92-228	Bain, Librace Lincoln			10-14-91		
92-229	Ford, Faye Lucille			2-10-92		
92-230	Holkaway, Richard T.			3-21-91		
92-231	McVae, Michael			12-2-90		
92-232	Baker, Steven Allen			12-11-91		
92-233	Norvey, John Wesley			5-31-91		
92-234	Brooks, Certude Thomasine			12-14-91		
92-235	Sams, Lisa Elaine			2-19-92		
92-236	Williams, Cary M.			11-30-91		
92-237	Baker, Anthony Wayne			1-17-92		
92-238	Brooks, Christian W.			11-29-91		

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

Andrea M. Puter  
Signature

Clerk  
Title

12-2-03  
Date

Printed by [unreadable]

L. O. [unreadable]

FOR CHWILITZ COGNAC

CHWILITZ COGNAC

OFFICE OF THE STATE'S ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-239	Kawlings, Kathy	C979	I	1-20-91	11-20-03	Buried
92-242	Austin, George Richard	/	/	2-5-92	/	at
92-243	Beale, Scott Christopher			3-27-91		landfill
92-244	Proctor, Tracey Verrell			9-13-91		
92-246	Scmerville, George Mitchell			2-6-92		
92-247	Swick, Matthew David			10-24-91		
92-248	Swick, Matthew David			6-25-91		
92-249	Swick, Matthew David			8-9-91		
92-257	Wright, Jas. Warrnell			2-6-92		
92-257	Clodtetter, Ray Edward			10-31-90		
92-252	Clodtetter, Ray Edward			12-5-90		
92-253	Green, Clifton			9-24-91		
92-254	Kirscht, John Brian			1-21-92		
92-255	O'Sullivan, John Albert			3-18-92		
92-256	O'Sullivan, John Albert			12-2-91		
92-257	Nutebins, Kevin Lynn			2-17-88		
92-258	Keed, Raymond Anthony			11-11-91		
92-259	Stathis, Philip Alexander			10-8-91		
92-260	Hollingsworth, John Wm			12-16-91		
92-261	Garrist, Charles Anthony			1-9-92		
92-262	Chang, Li Yin			12-11-91		
92-263	Toney, Jeffrey Maurice			11-23-91		
92-264	Narmin Roxanne Eln			12-16-91		
92-265	Sneed, Michael Wayne			4-26-90		
92-267	Queen, Kimberlu Michelle			10-15-91		
92-268	Green, Victoria Marie			10-15-91		
92-269	Baulor, Paul Arthur			6-20-90		
92-270	Nagorral, John Ashley			1-3-92		
92-271	Letcher, John Robert			1-3-92		
92-272	Barnes, Juan Sylvester	1-3-92				
92-273	Mason, Michael Antonio	1-3-92				
92-276	Frederick, Dexter M.	12-28-91				
92-277	Chapman, Carl Leroy	2-26-92				
92-278	Cooper, Devone Antonio	3-12-92				
92-279	Pepper, Stephen Lee	12-14-91				
92-280	Shade, Alvin, Jr.	3-23-92				
92-281	Smith, Kenneth Leon	3-12-92				
92-282	Pickeral, Larry Anthony	11-19-91				
92-283	Schroeter, Suzanne	12-13-91				
92-284	Young, James Walter	2-24-92				

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

Audra Hester  
 Signature

Clerk  
 Title

12-2-03  
 Date



		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-285	Baker, Steven A.	C979	I	3-14-92	11-20-03	Burned
92-287	Coleman, Carlton Maurice			1-10-92		at
92-288	Dickens, Kelvin Elijah			1-7-92		landfill
92-292	Chesley, Phyllis Ann			6-19-91		
92-293	Harvey, Walter Lee			12-27-91		
92-294	Kaale, Diane Marie			8-9-91		
92-295	Watham, Robert Hanson			12-17-91		
92-296	Herbert, Jaime Lee			1-17-92		
92-297	Ferris, Lee Anthony			10-12-91		
92-298	Thornton, Wm Thomas			1-4-92		
92-299	Harvey, John Wesley			5-31-91		
92-300	Hollingsworth, John Wm Jr.			12-16-91		
92-302	Frederick, Dexter M.			12-28-91		
92-304	Register, James William III			11-1-91		
92-305	Register, James William III			1-1-92		
92-306	Messineo, Louis Eugene			1-10-92		
92-307	O'Sullivan, John Albert			3-26-91		
92-308	Proctor, Charles Jeffrey			12-27-91		
92-309	Young, George Michael			12-27-91		
92-312	King, Robert L., Jr.			6-24-91		
92-313	Byledbal, Todd A.			12-28-91		
92-314	Byledbal, Todd A.			12-28-91		
92-315	Toney, Jeffrey Maurice			10-30-91		
92-316	Dyer, Wayne Francis			2-19-92		
92-317	Chase, Anthony Tremell			12-7-91		
92-318	Hall, Raymond Lamar			3-6-92		
92-320	Torres, Stephen Francis			12-31-91		
92-321	Knott, William Harold			2-7-92		
92-322	Gibbs, Michael Lee			1-19-92		
92-323	Wead, Michael Scott			3-8-92		
92-325	Savay, Maverick Lowell			3-5-92		
92-326	Mattingly, William			2-7-92		
92-327	Swann, Kirk Matthew			1-25-92		
92-328	Chapman, Carl L.			2-7-92		
92-329	Robinson, Douglas Bruce			8-3-91		
92-330	Robinson, Douglas Bruce			3-13-92		
92-331	Foxwell, Franklin O'Neil, Jr.			12-9-91		
92-332	Burgess, Shirley Susan			8-17-92		
92-333	Galloway, Wendall Eugene			11-21-91		
92-334	Dixon, Regina Dianetta			1-21-92		

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

Andrea Martin  
Signature

Clerk  
Title

12-2-03  
Date

170 East Broadway Street

1. 0. 1901 1902

MOB CRIMINALS CONTROL

OFFICE OF THE DISTRICT ATTORNEY

OFFICE OF THE STATES ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

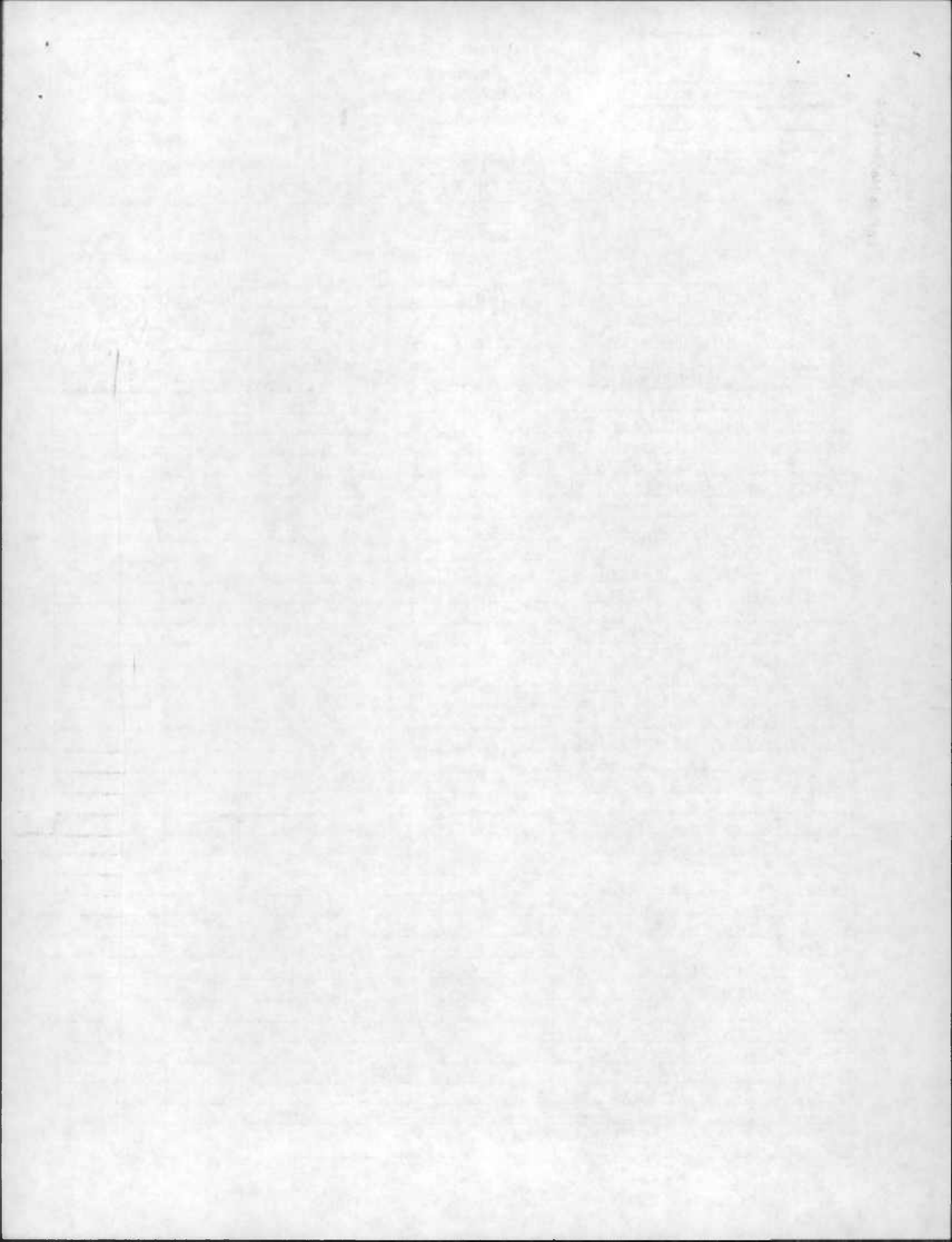
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-335	Dunnington, Edward Lynell	C979	I	1-17-92	11-20-03	Buried
92-336	Martin, George S.			1-12-92		at
92-337	Primus, Angie Letta			11-11-91		landfill
92-338	O'Neill, Peter Brady			10-23-91		
92-339	O'Neill, Peter Brady			12-13-91		
92-340	O'Neill, Peter Brady			12-6-91		
92-341	O'Neill, Peter Brady			12-17-91		
92-342	Greenfield, Eugene Burtel Jr.			10-25-91		
92-343	Gross, John Fitzgerald			10-29-91		
92-344	Labille, Richard Dorie III			8-27-91		
92-345	Lyles, Logan Steve			3-19-92		
92-346	Makle, Quinn Anthony			10-29-91		
92-347	Dionisio, Joseph Nicholas			4-1-90		
92-348	Estep, Javan Ricardo			10-21-91		
92-351	King, Agnes Veronica			3-11-92		
92-352	Pearson, Maurice			3-19-92		
92-353	Petway, Tyran Mozett			4-2-92		
92-354	Randle's, Michael Darren			4-2-92		
92-355	Shirriell, Tyrone Valentine, Jr			10-19-91		
92-356	Smith, Ronald Dewain			4-2-92		
92-357	Vance, Shannon L.			3-9-92		
92-359	Proctor, Ronald Edward			2-16-90		
92-360	Young, George Michael			4-10-92		
<del>92-361</del>	<del>Young, George Michael</del>			<del>4-10-92</del>		
92-363	Dunnington, Eldrich L.			3-20-92		
92-364	Jones, Hazel Renea			1-22-92		
92-365	Tarboe, Robert George			1-28-92		
92-367	Holland, Elgar Linwood III			9-24-91		
92-369	Dyson, Terrance Darnell			1-26-92		
92-370	Stewart, Lisa Marie			2-28-92		
92-371	Stewart, Lisa Marie			2-27-92		
92-372	Butler, James Adrian			1-17-92		
92-374	Oladeinde, Folabi Gabriel			11-14-91		
92-375	Yerkie, John William III			1-4-92		
92-376	Green, Delmont Stephone			3-22-92		
92-377	Green, Kevin Jerry			3-22-92		
92-378	Tove, Roscoe Arthur			10-29-91		
92-379	Tibbs, Andrew			8-20-91		
92-380	Anthony, Eric Lee			3-10-92		

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

Andrea Martin  
 Signature

Clerk  
 Title

12-2-03  
 Date





OFFICE OF THE STATES ATTORNEY  
 FOR CHARLES COUNTY  
 P. O. Box 3065  
 La Plata Maryland 20646

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

**CERTIFICATE OF RECORDS DISPOSAL**

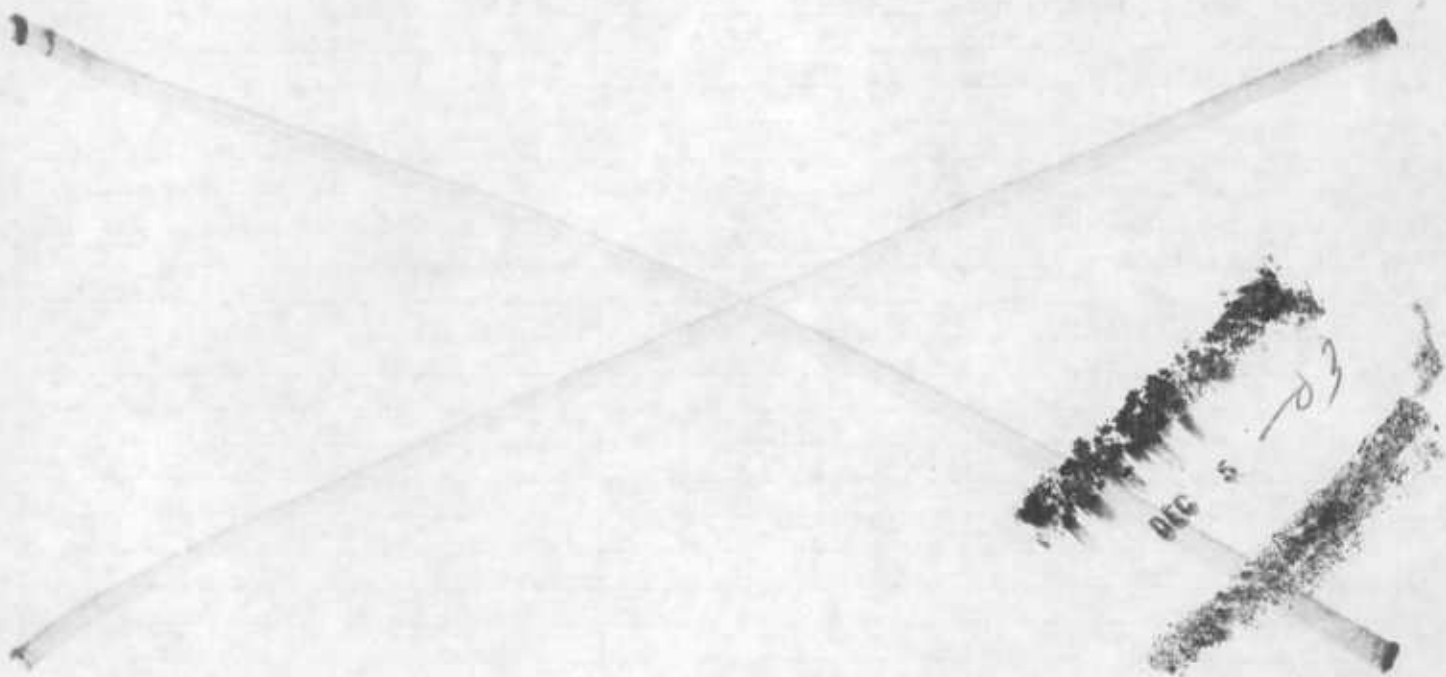
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
92-381	Terrell, Willard Levi	C979	I	6-5-89	11/22/03	Burned at landfill
92-383	Anthony, Eric Lee			3-10-92		
92-383	Gutrick, Don Lowell			3-10-92		
92-384	Feeder, George Wayne			1-22-92		
92-385	(Williams, Derrick)			3-10-92		
92-386	Cole, Louis Philip			9-27-91		
92-387	Golding, Edward B.			2-8-92		
92-388	Pullerton, Richard E.			3-3-92		
92-389	Phelps, Daniel W.			12-28-91		
92-390	Johnson, Capt. Alan			12-8-91		
92-391	Johnson, Capt. Alan			1-23-91		
92-392	Henriquets, Adelina J.			1-10-92		
92-393	Brooks, Mary Ann			1-25-92		
92-394	Maxwood, John Ashley			12-19-91		
92-395	Wilson, Johnny			3-13-92		
92-396	Overton, Capt. J.			1-30-92		
92-397	Wright, Luther Thornton			12-15-91		
92-398	Thames, Richard Steven			9-7-91		
92-399	Voss, Capt. Eugene			3-16-92		
92-400	Paude, Edward Edward			3-2-92		
92-401	Paude, Edward Edward			2-29-92		
92-402	Kstep, Larry James			4-6-91		

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

Sandra Martin  
 Signature

Clerk  
 Title

12/2/03  
 Date



		<b>Department of General Services</b>	
Reporting Agency		Records Management Division	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
N/A	Sept. Term 1984 Grand Jury Notes	0-979	VI	12/1/03	12/1/03	Buried in landfill
N/A	March Term 1984 Grand Jury Notes	"	"			
N/A	Sept. Term 1983 Grand Jury Notes	"	"			
N/A	March Term 1983 Grand Jury Notes	"	"			
N/A	Sept. Term 1982 Grand Jury Notes	"	"			
N/A	March Term 1982 Grand Jury Notes	"	"			
N/A	Sept. Term 1981 Grand Jury Notes	"	"			
N/A	March Term 1981 Grand Jury Notes	"	"			
N/A	Sept. Term 1980 Grand Jury Notes	"	"			
N/A	March Term 1980 Grand Jury Notes	"	"			
N/A	Sept. Term 1979 Grand Jury Notes	"	"			
N/A	March Term 1979 Grand Jury Notes	"	"			
N/A	Sept. Term 1978 Grand Jury Notes	"	"			
N/A	March Term 1978 Grand Jury Notes	"	"			
N/A	Sept. Term 1977 Grand Jury Notes	"	"			
N/A	March Term 1977 Grand Jury Notes	"	"			
N/A	Sept. Term 1976 Grand Jury Notes	"	"			
N/A	March Term 1976 Grand Jury Notes	"	"			
N/A	Sept. Term 1975 Grand Jury Notes	"	"			
N/A	March Term 1975 Grand Jury Notes	"	"			

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

*Karen Kulk*  
Signature

*Legal Secretary*  
Title

*12/1/03*  
Date

THE UNIVERSITY OF CHICAGO  
LIBRARY

	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

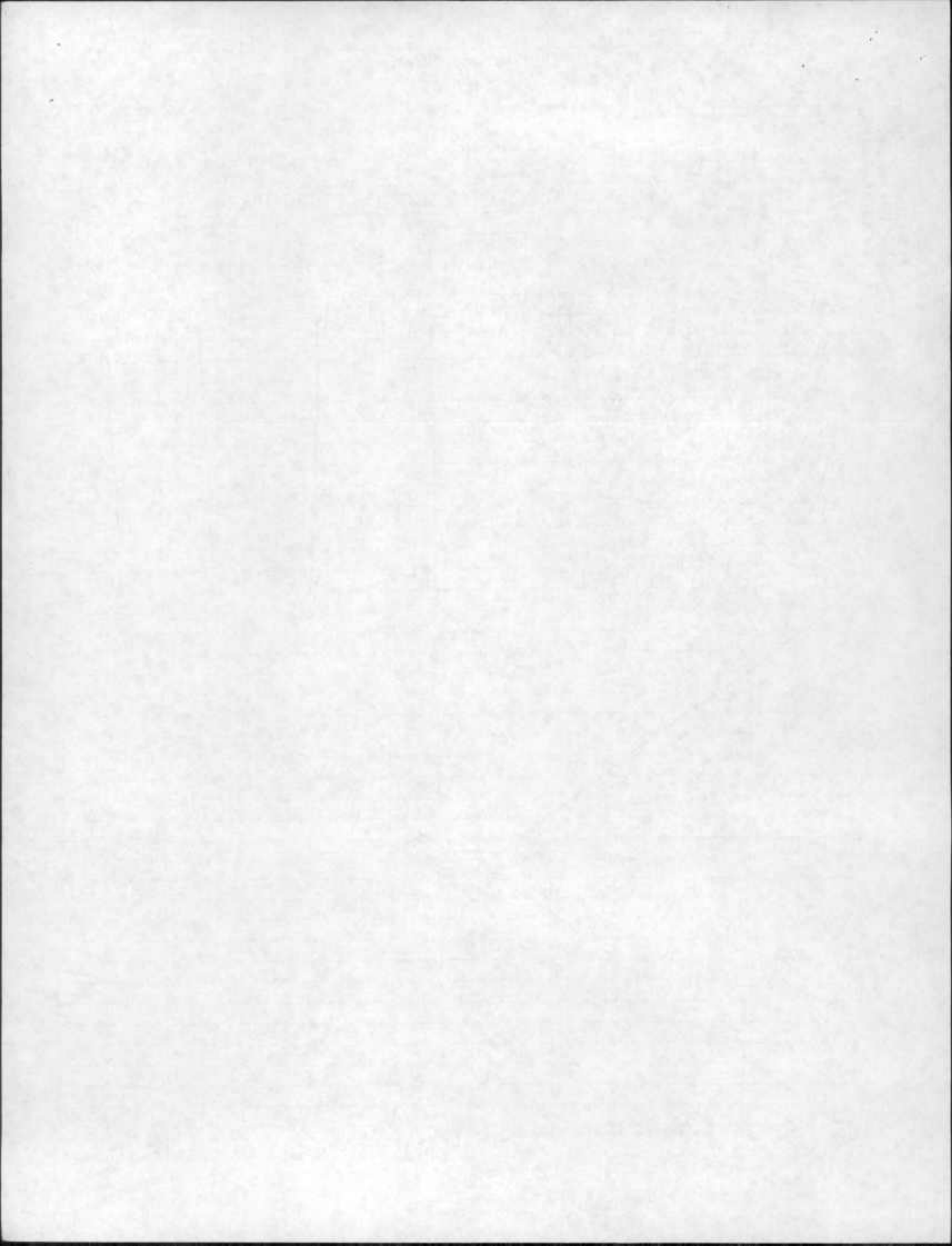
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
N/A	Sept. Term 1974 Grand Jury Notes	C-979	N1	12/1/03	12/1/03	Bined in landfill
N/A	March Term 1974 Grand Jury Notes	"	"			
N/A	Sept. Term 1973 Grand Jury Notes	"	"			
N/A	March Term 1973 Grand Jury Notes	"	"			
N/A	Sept Term 1972 Grand Jury Notes	"	"			
N/A	Sept Term 1971 Grand Jury Notes	"	"			
N/A	Sept Term 1970 Grand Jury Notes	"	"			
N/A	Sept Term 1976 Grand Jury Notes	"	"			

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

*Karen Keith*  
 Signature

*Legal Secretary*  
 Title

*12/1/03*  
 Date



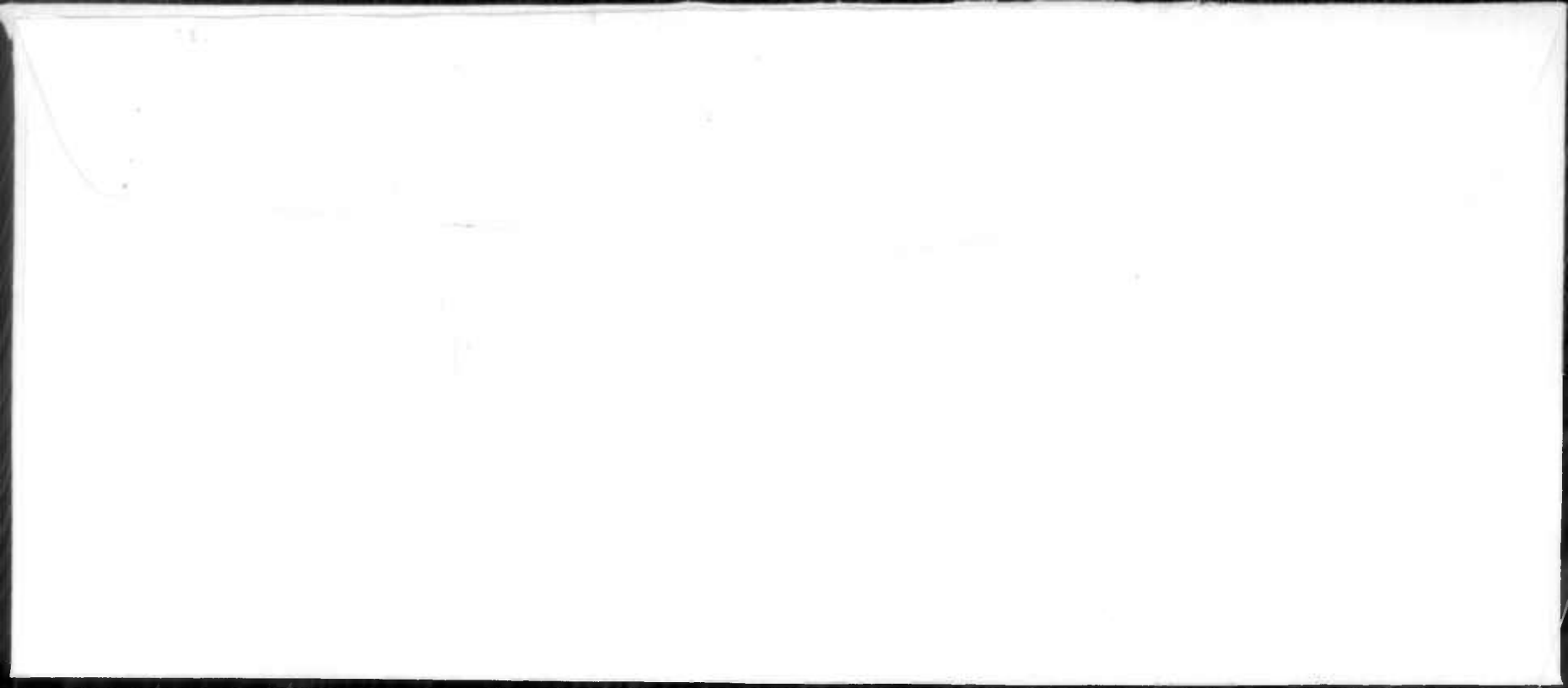
Charles County Gov't  
Attn: Bill  
P.O. Box 2150  
La Plata, MD 20646



Dept. of General Services  
Records Management Division  
7275 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

20794+0275 03







VICTIM/WITNESS INFORMATION . . . (301) 932-3360

CIRCUIT COURT DIVISION

Criminal . . . . . (301) 932-3363  
Juvenile . . . . . (301) 932-3364  
Child Support . . . . . (301) 932-3355



DISTRICT COURT DIVISION

Criminal . . . . . (301) 932-3353  
Motor Vehicle . . . . . (301) 932-3370  
Bad Check . . . . . (301) 932-3381

**LEONARD C. COLLINS, JR.**  
**State's Attorney for Charles County**  
P.O. Box 3065  
La Plata, Maryland 20646  
(301) 932-3350 • (301) 870-3413  
FAX (301) 932-3379

January 15, 2004

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

Dear Sir or Madam:

Enclosed please find original Certificates of Records Disposal for the State's Attorney's Office for Charles County.

Sincerely,

A handwritten signature in cursive script that reads "Karen M. Kuhn".

Karen M. Kuhn  
Legal Secretary

Enclosures

*Certificate Bond*  
2596 COTTON



Faint, illegible text centered below the top stamp.

Centennial  
1876-1976  
COTTON



	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
	P.O. Box 275	
Division or Unit	Jessup, Maryland 20794-0275	Retain one (1) copy and forward original to address at left

### CERTIFICATE OF RECORDS DISPOSAL

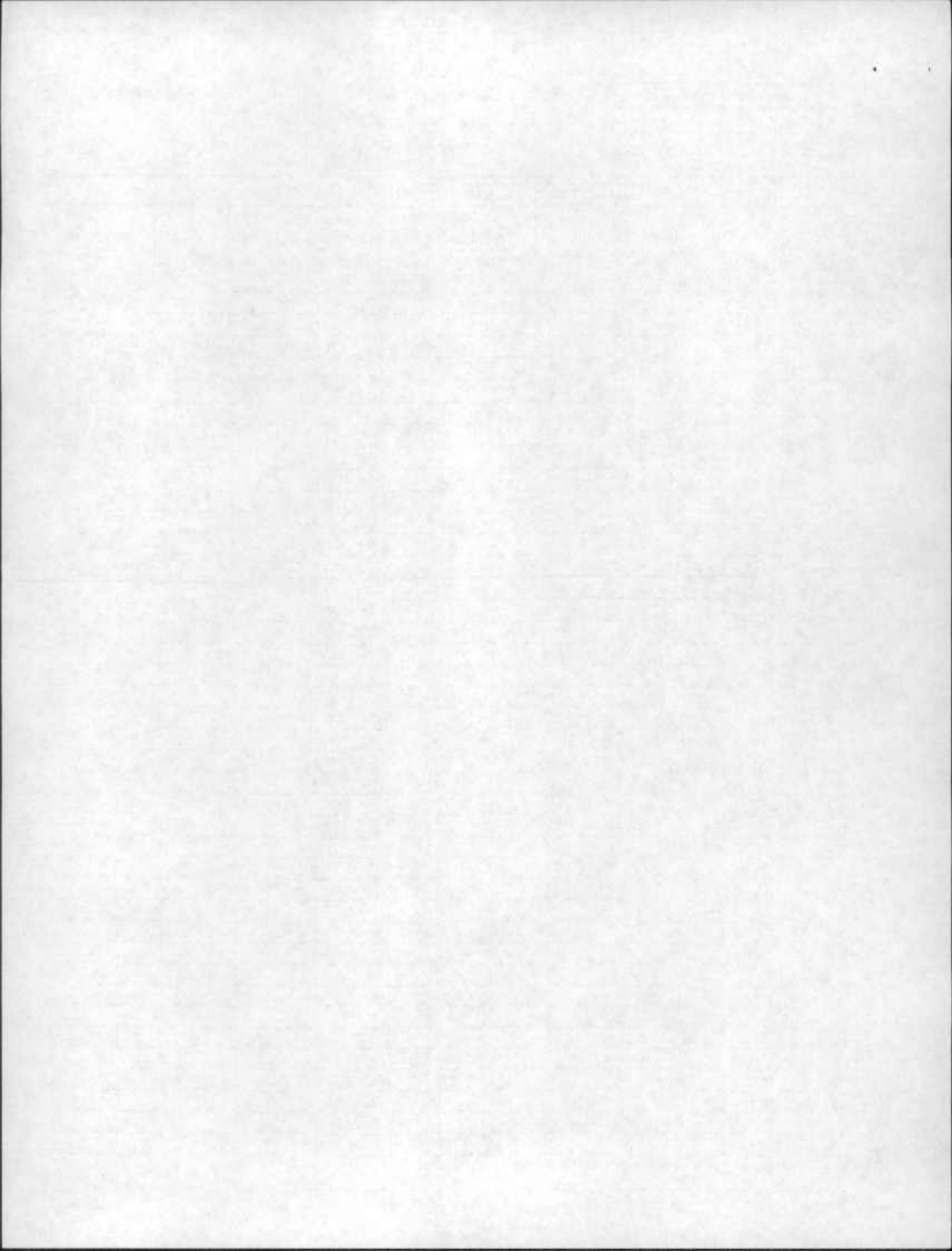
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-126	Bowie, Cliff Gene	C-979	I	04-08-98	11-24-03	burned
98-58	Felton, Ricky Curtis			02-20-98		burned
98-121	Felton, Tony Lorenzo			03-28-98		burned
98-113	Williams, Shikha Antwanette			03-30-98		
98-115	Williams, Shikha Antwanette			03-30-98		
98-114	Williams, Shikha Antwanette			03-30-98		
98-112	Riley, Wayne Darel			03-31-98		
98-111	Owens, Alan Dexter Jr.			04-04-98		
98-44	Phillips, Jody Wade			03-06-98		
98-110	Lynch, Solomon Charles			04-01-98		
98-108	Jenkins, Brad Alan			04-02-98		
98-109	Nelson, Michael Daniel			04-01-98		
98-132	Davis, Anthony Ryan			04-14-98		
98-138	Taylor, Ronnie Donta			05-01-98		
98-136	Linkins, Tyrone Wendell			04-23-98		
98-135	Mayhew, Adam John			04-24-98		
98-133	Hanson, Kimberly Marie			04-08-98		
98-60	Sullivan, Christopher Bruce			02-19-98		
98-150	Wade, Michael Ray			03-27-98		
98-149	Rollins, Michael Shayne			03-27-98		
98-147	Tyer, James Edward			04-15-98		
98-146	Thompson, George Albert			04-25-98		
98-145	Jameson, Jeremy Michael			04-03-98		
98-144	Jameson, Jeremy Michael			04-03-98		
98-141	Wood, Latisha Michelle			05-01-98		
98-139	Wagaman, Kristopher David			04-10-98		
98-151	Duby, Ricky Lee Jr.			05-06-98		
98-153	Boccarossa, Tabitha Lynn			04-17-98		
98-156	Guy, Douglas Wayne Jr.			04-24-98		
98-158	Herbert, Lawrence Edward Jr.			06-03-98		
98-159	Parham, Kimberly Shareese			05-04-98		
98-160	Proctor, Clayton Keith			04-30-98		
98-161	Proctor, Clayton Keith			04-30-98		
98-162	Arrington, Jermaine Swan			07-14-98		
98-163	Smith, Wayne Maverick			08-16-00		
98-164	Davis, Brian Duncan			05-01-98		
98-167	McLean, Jason Paul			04-30-98		
98-168	Roland, Nicole Lynette			05-20-98		
98-169	Morris, Kelvin Martinez			05-06-98		
98-170	Coates, Tyrone Michael			05-15-98		

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

Gail Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		
Division or Unit		

## CERTIFICATE OF RECORDS DISPOSAL

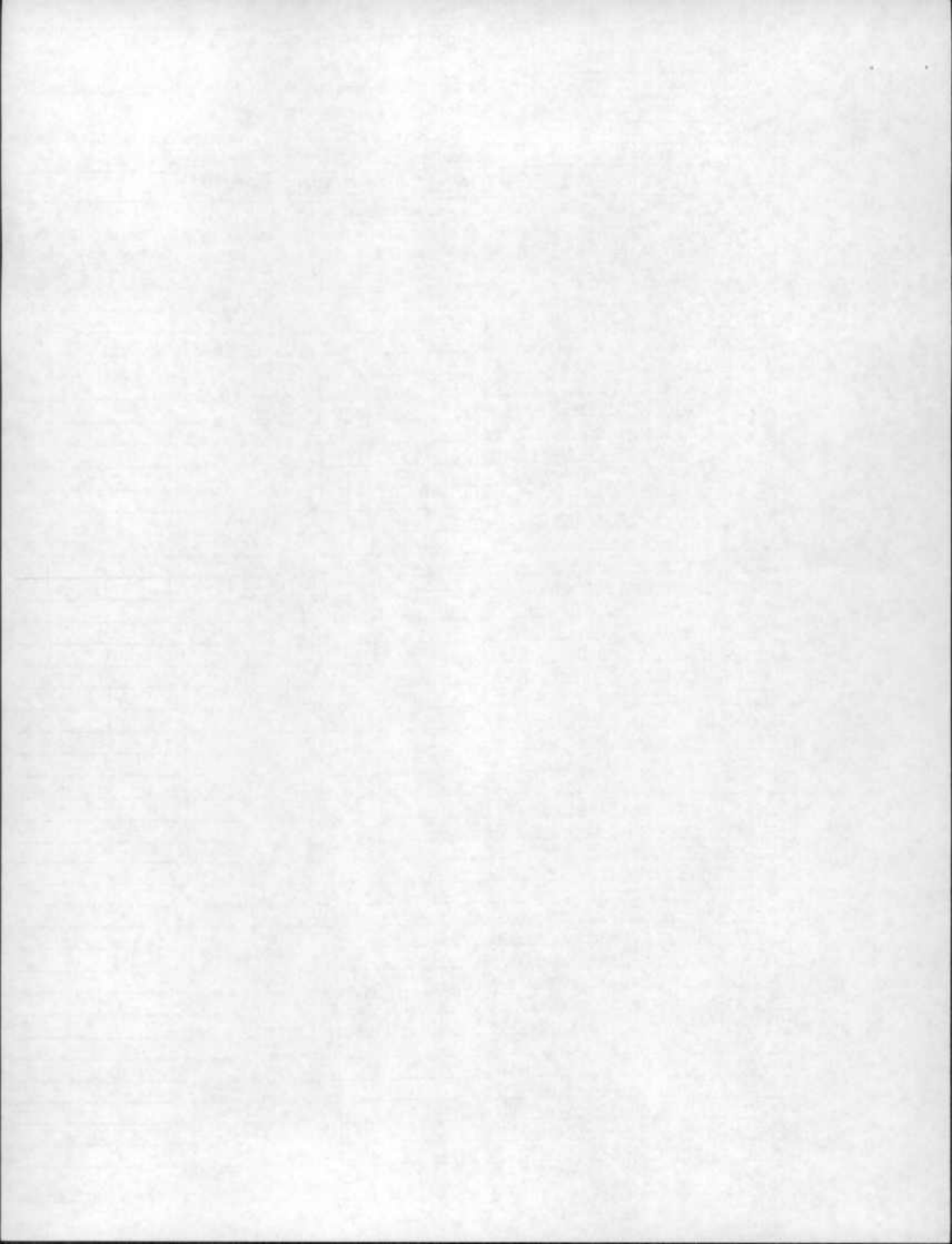
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-171	Bruno, William Richard	C-979	I	05-22-98	11-24-03	burned
98-174	Fluellyn, Roland Mendell			08-14-98		landfill
98-130	Carrington, Charles Edward Jr			04-11-98		
98-26	Cole, Glen Steven			02-14-98		
98-27	Torres, Robert Edward			02-16-98		
98-131	Clees, Cristen Suzanne			04-20-98		
97-243	Chesley, Thomas Cedric			09-17-97		
97-245	Hancock, Michael Alan Jr			07-10-97		
97-247	Mitchell, Chanel Bianca			07-16-97		
97-248	Hanifin, Daniel Edward			07-11-97		
97-249	Kendall, William Mark			07-14-97		
97-250	Kendall, William Mark			07-14-97		
97-251	Anlauf, Justin August			07-16-97		
97-252	Buterbaugh, Christopher Allan			07-15-97		
97-253	Carter, Tonya Gale			07-23-97		
97-254	Farmer, Shawn Tyrell			07-28-97		
97-255	Fenwick, Travis Jermaine			07-22-97		
97-256	Henson, Larry Henry Jr.			07-15-97		
97-257	Garner, Clifford Scott			07-17-97		
97-258	Knott, Daniel Tyrone			07-16-97		
97-259	Della-Camera, Tamara Ann			07-15-97		
97-262	Hanifin, Daniel Edward			07-11-97		
97-263	Washington, Delante Teddy			08-15-97		
97-88	Francis, Thomas Joseph			03-21-97		
97-280	Hargreaves, Brendon Phillip			08-02-97		
97-332	Beileam, Joshua Michael			08-29-97		
97-268	Anlauf, Justin August			08-06-97		
97-269	Buterbaugh, Christopher Allan			07-31-97		
97-270	Anlauf, Justin August			08-06-97		
97-271	Buterbaugh, Christopher Allan			07-31-97		
97-272	Anlauf, Justin August			08-06-97		
97-273	Buterbaugh, Christopher Allan			07-31-97		
97-82	Katsouras, Philip Lee			03-21-97		
97-277	Dodson, William Bennard			07-29-97		
97-86	Katsouras, Philip Lee			03-21-97		
97-278	Dodson, William Bennard			07-29-97		
97-87	Francis, Bryan Patrick			03-21-97		
97-279	Dodson, William Bennard			07-29-97		
97-266	Anlauf, Justin August			08-06-97		
97-267	Buterbaugh, Christopher Allan	✓	✓	07-22-97	✓	✓

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

Paul Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



Reporting Agency

Division or Unit

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

Prepare in Duplicate

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

**CERTIFICATE OF RECORDS DISPOSAL**

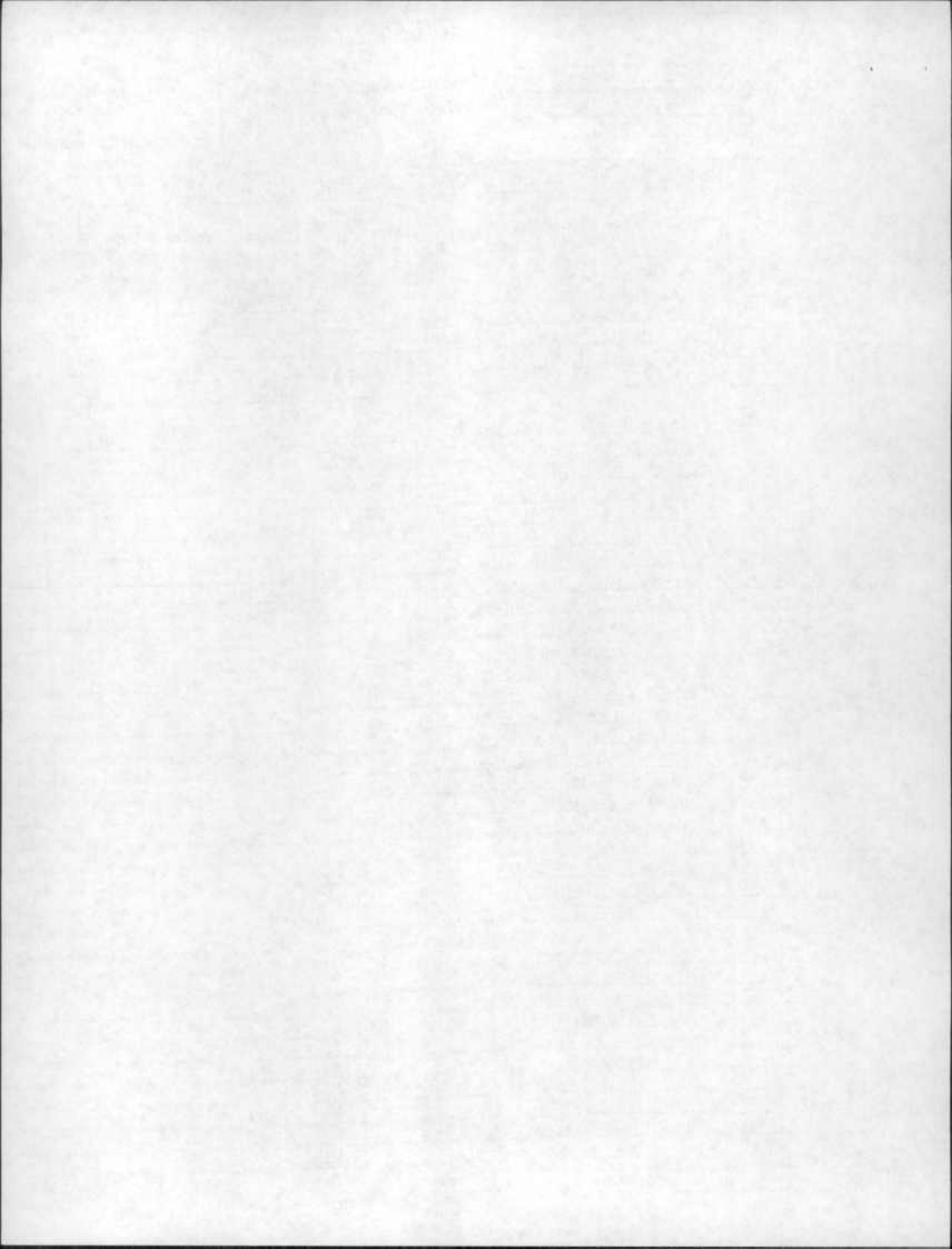
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method Disposed
		Retention Schedule No.	Item No.			
J 97-90	Francis, Thomas Joseph	C-999	I	03-21-97	11-24-09	By mail
97-91	Francis, Bryan Patrick			03-21-97		Hand
97-282	Hargreaves, Brendon Phillip			08-02-97		
97-92	Katsouras Philip Lee			03-21-97		
97-93	Francis, Thomas Joseph			03-21-97		
97-94	Francis, Bryan Patrick			03-21-97		
97-283	Dodson, William Bennard			07-29-97		
97-284	Hargreaves, Brendon Phillip			08-02-97		
97-285	Wade, John Edward Jr.			07-29-97		
97-333	Claggett, Corey Daniel			08-15-97		
97-244	Hancock, Michael Alan Jr.			07-10-97		
97-74	Francis, Bryan Patrick			03-21-97		
97-75	Francis, Thomas Joseph			03-21-97		
97-76	Katsouras, Philip Lee			03-21-97		
97-274	Dodson, William Bennard			07-29-97		
97-275	Hargreaves, Brendon Phillip			08-02-97		
97-276	Wade, John Edward Jr.			07-29-97		
97-334	Butcher, Stephen William			08-25-97		
97-335	Hughes, Douglas Charles			08-26-97		
97-326	Miller, Jason Allen			08-19-97		
97-327	Miller, Justin Frank			08-19-97		
97-357	Morris, Melvin Delaney III			09-01-97		
97-303	Dodson, William Bennard			07-29-97		
97-304	Dodson, William Bennard			07-29-97		
97-305	Dodson, William Bennard			07-29-97		
97-298	Mitchell, Chanel Bianca			08-08-97		
97-102	Francis, Thomas Joseph			03-21-97		
97-103	Francis, Bryan Patrick			03-21-97		
97-299	Wade, John Edward Jr.			07-29-97		
97-300	Hargreaves, Brendon Phillip			08-02-97		
97-301	Hargreaves, Brendon Phillip			08-02-97		
97-302	Dodson, William Bennard			07-29-97		
97-107	Katsouras, Philip Lee			03-21-97		
97-108	Francis, Thomas Joseph			03-21-97		
97-109	Francis, Bryan Patrick			03-21-97		
97-294	Hargreaves, Brendon Phillip			08-02-97		
97-295	Dodson, William Bennard			07-29-97		
97-178	Wates, James Ramsey			05-09-97		
97-182	Neal, Albert Tyrone			05-15-97		
97-184	Juliano, Christopher Robert			05-23-97		

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

Paul Graves  
 Signature

\_\_\_\_\_  
 Title

11-24-09  
 Date





Reporting Agency
Division or Unit

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

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**CERTIFICATE OF RECORDS DISPOSAL**

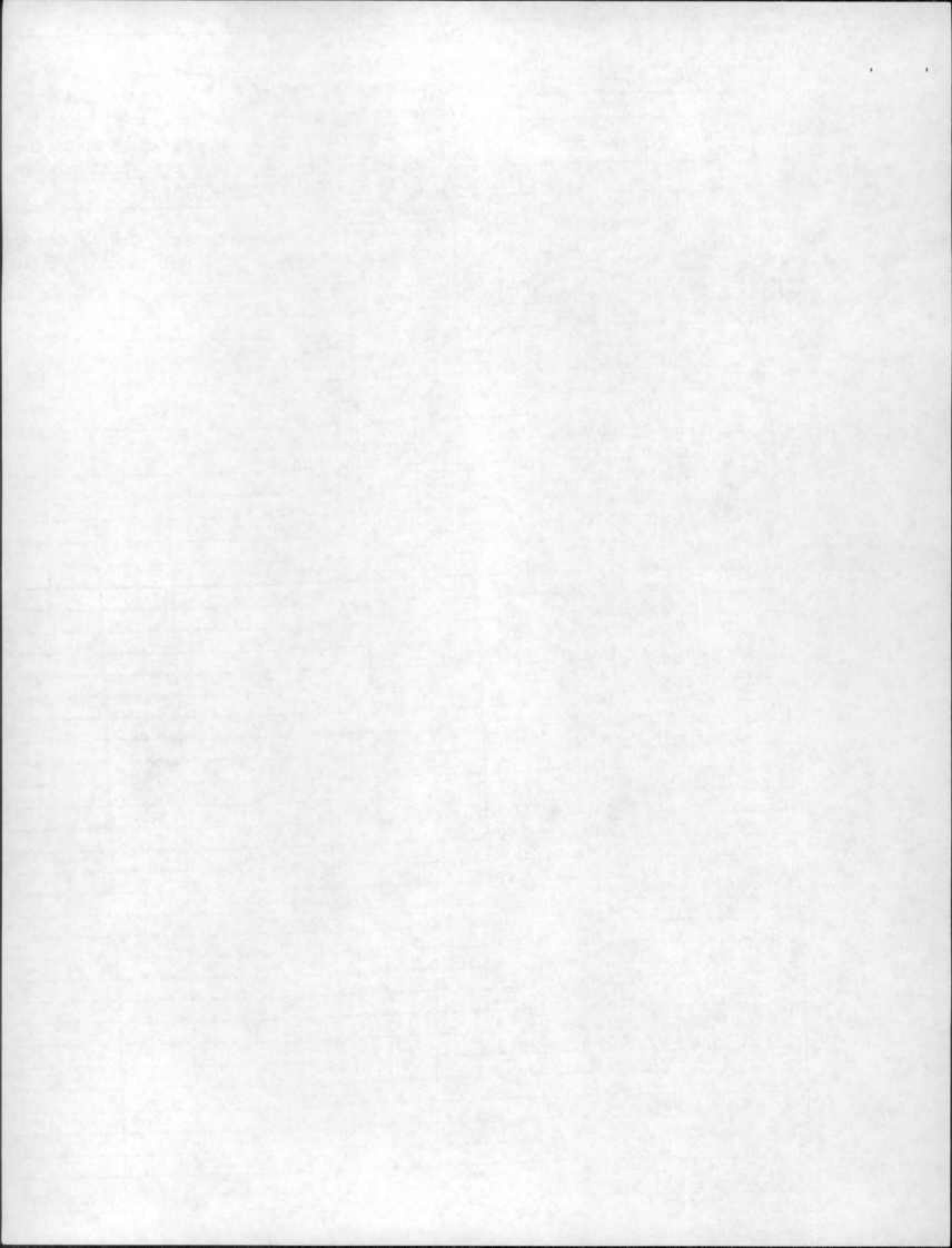
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method Disposed
		Retention Schedule No.	Item No.			
J 97-185	Roberts, Albert James	0-999	I	05-23-97	11-24-03	Discard
97-186	Fenwick, Jamar Abdue			05-23-97		
97-187	Fenwick, Justus Julius			05-27-97		
97-188	Estep, Kenneth Stephens			05-30-97		
97-189	Coates, Edward Devon			06-09-97		
97-190	Reeves, Antonio Jerel			05-29-97		
97-191	McLain, Patrick Allen Jr.			06-13-97		
97-193	Swann, Joseph Marvin			06-04-97		
97-194	Evans, Thomas Dennell			06-18-97		
97-196	Hamilton, LaToya Shannell			06-04-97		
97-197	Roland, Nicole Lynette			06-16-97		
97-198	Roland, Nicole Lynette			06-16-97		
97-203	Swann, Joseph Marvin			06-04-97		
97-204	Swann, Joseph Marvin			06-04-97		
97-207	Hunkahy, James Rufus Jr.			06-25-97		
97-208	Lewis, Jason Edward			07-02-97		
97-211	Marrero, Kelvin Martinez			06-25-97		
97-212	McGee, Ricardo Blake			06-26-97		
97-213	Smith, Christopher Michael			06-11-97		
97-214	Glista, Walter Anthony			06-25-97		
97-215	Gates, Christopher Michael			06-24-97		
97-216	Peterson, Erica Chase			06-17-97		
97-217	Smith, Jesse Robert			06-19-97		
97-218	Washington, Kishi Marita			06-23-97		
97-224	Coates, Edward Devon			06-18-97		
97-225	Bowles, James Lynn			06-19-97		
97-227	Artman, Robert A			07-10-97		
97-228	Cook, Charles F.			06-30-97		
97-229	Mastrofilippo, Jerome J			07-11-97		
96-230	Tarlecki, Damien Kristen			06-26-96		
97-231	Key, Martin Lamont			06-25-97		
97-232	Barnes, Heather Lore			07-13-97		
97-239	Burkett, Ja Carvin			07-08-97		
97-240	Ford, Michael Leonard			07-18-97		
97-241	Hawkins, Karam Mohammed			07-17-97		
97-233	Barnett, Christopher Bowling			07-02-97		
97-234	Craig, Joseph Edward III			07-24-97		
97-235	Johnson, Shawn Sylvester			06-30-97		
97-236	Lemmon, Lee Allen			06-24-97		
97-237	Mondispaugh, Dustin Elwin			06-25-97		

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

Dail Graves  
 Signature

\_\_\_\_\_  
 Title

11-24-03  
 Date



Reporting Agency

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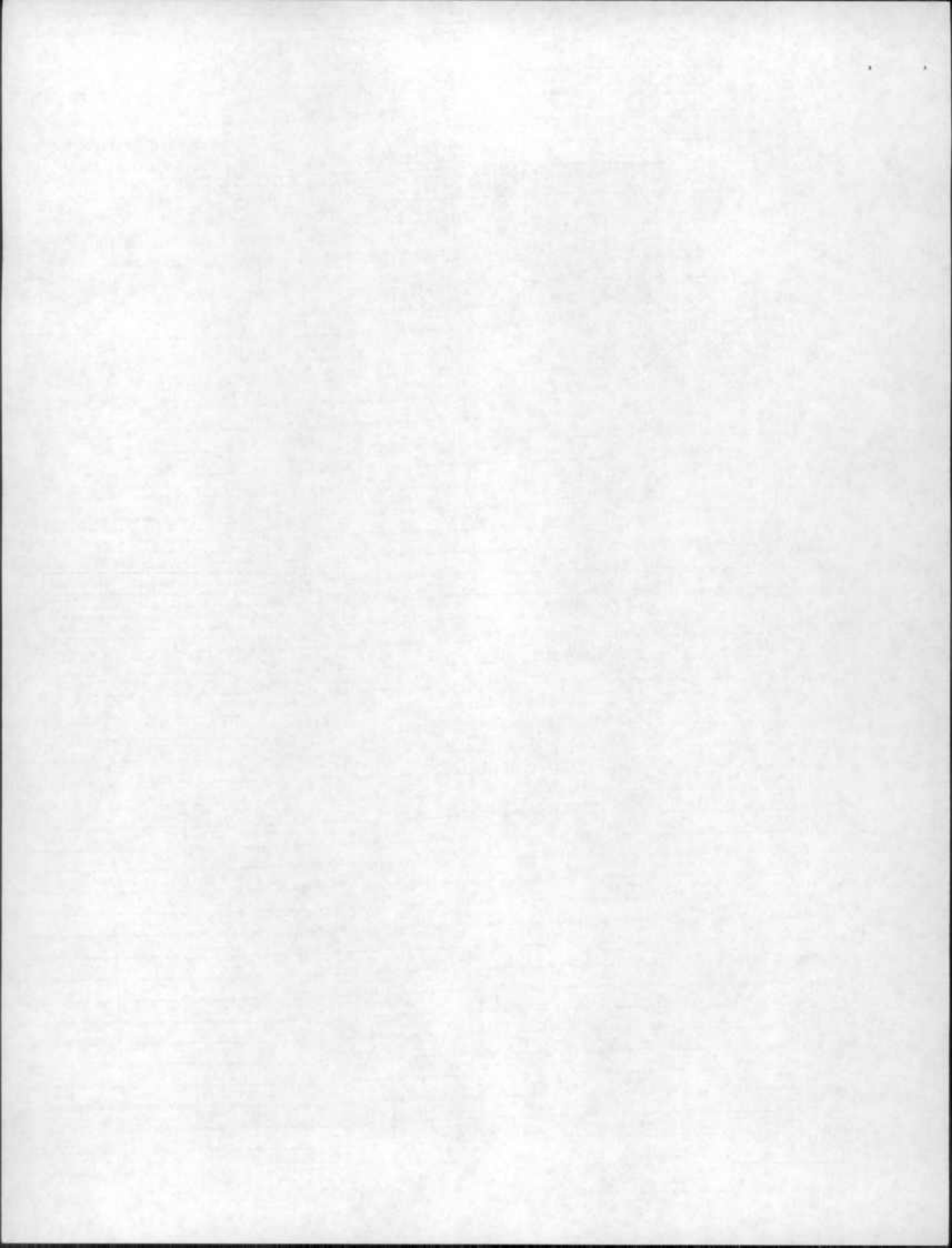
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method Disposed
		Retention Schedule No.	Item No.			
J 97-238	Brown, Kurren Derell	C-979	I	07-09-97	11-24-03	Burn
97-242	Clagett, Thomas William			07-18-97		Hand
97-110	Francis, Thomas Joseph			03-21-97		
97-111	Francis, Bryan Patrick			03-21-97		
97-296	Hargreaves, Brendon Phillip			08-02-97		
97-297	Wade, John Edward Jr.			07-29-97		
97-264	Anlauf, Justin August			08-06-97		
97-265	Buterbaugh, Christopher Allan			07-22-97		
97-95	Katsouras, Philip Lee			03-21-97		
97-96	Francis, Thomas Joseph			03-21-97		
97-286	Dodson, William Bennard			07-29-97		
97-287	Hargreaves, Brendon Phillip			08-02-97		
97-97	Katsouras, Philip Lee			03-21-97		
97-98	Francis, Thomas Joseph			03-21-97		
97-99	Francis, Bryan Patrick			03-21-97		
97-288	Dodson, William Bennard			07-29-97		
97-289	Hargreaves, Brendon Phillip			08-02-97		
97-290	Wade, John Edward Jr.			07-29-97		
97-104	Katsouras, Philip Lee			03-21-97		
97-105	Francis, Thomas Joseph			03-21-97		
97-106	Francis, Bryan Patrick			03-21-97		
97-291	Dodson, William Bennard			07-29-97		
97-292	Hargreaves, Brendon Phillip			08-02-97		
97-293	Wade, John Edward Jr.	✓	✓	07-29-97	✓	✓

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

Paul Graves  
 Signature

\_\_\_\_\_  
 Title

11-24-03  
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Reporting Agency  
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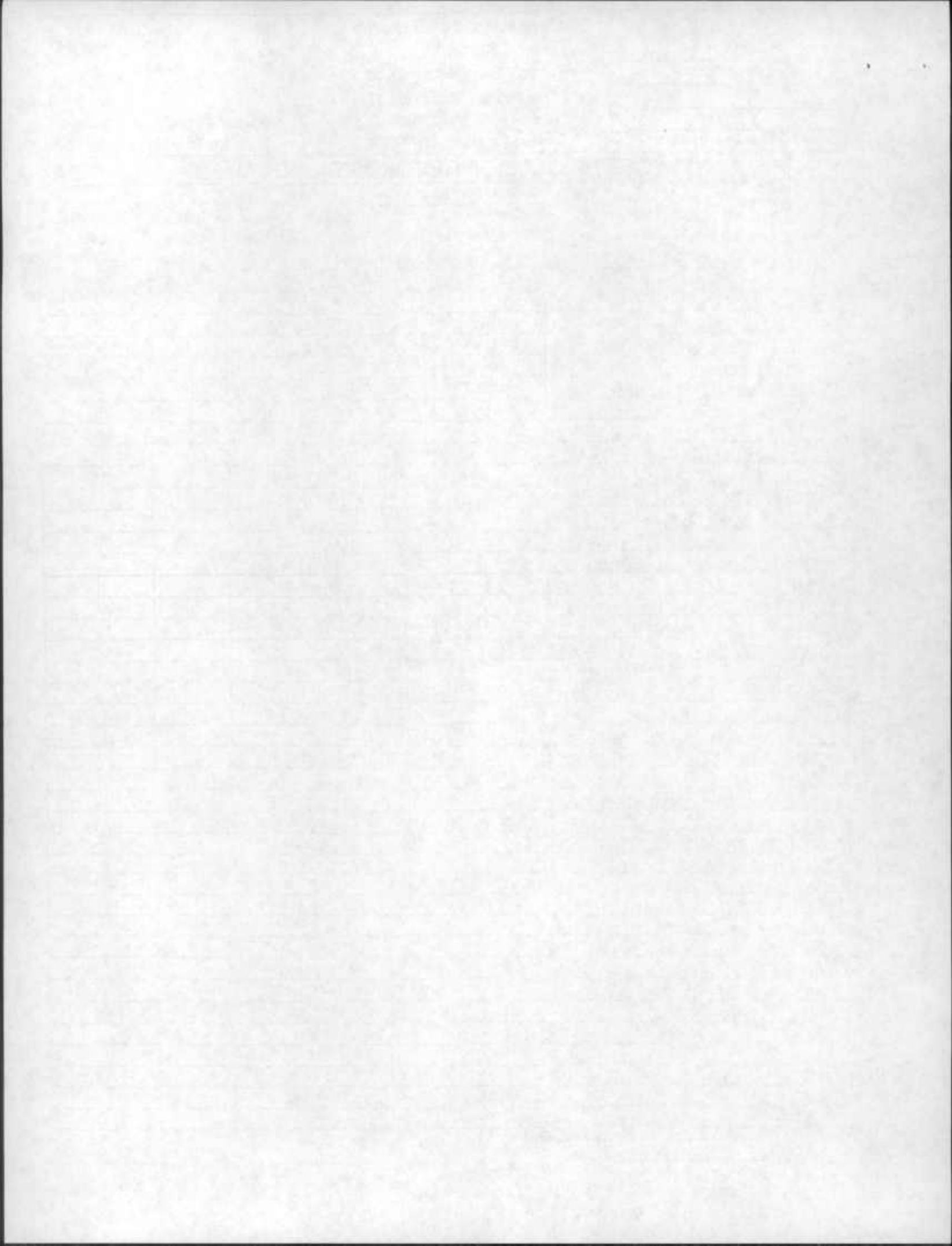
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
95-421	Lane, Christopher S.	2-919	I	12/13/95	11-24-03	Handfiled
95-423	Whitchard, Margaret			12/11/95		
95-422	Sivay, Antoine D.			12/11/95		
95-412	Brown, William Albert			12/2/95		
95-409	Ballard, Shawn E.			11/29/95		
95-408	Persell, Thomas John			12/13/95		
95-406	Baker, Lamont Gregory			12/20/95		
95-407	Hillyer, Jabari C.			12/20/95		
95-374	Sutherland, Robert W.			11/8/95		
95-393	" "			11/8/95		
95-351	Thorne, Ross Martin			10/6/95		
95-392	Sutherland, Robert W.			10/6/95		
95-391	Plater, Juanus M.			11/6/95		
95-389	Pethford, Demetrius			4/17/96		
95-390	Powell, Damion Edward			4/17/96		
95-370	Jessup, Sherry Anne			10/23/95		
95-371	Drye, Amy Michelle			10/23/95		
95-365	Hagy, Melvin Thomas			10/25/95		
95-363	Tarnecki, Damien K.			11/8/95		
95-362	Dimpson, Tracey Lee			10/24/95		
95-356	Dinges, Shannon			10/16/95		
95-262	Sidper, David Shannon			8/10/95		
95-355	Thorne, Ross Martin			8/10/95		
95-341	Chase, James Barry			10/30/95		
95-342	Martin, Christopher			10/30/95		
95-343	Meull, Karl Wesley			10/30/95		
95-340	Chase, Shaun Eugene			10/16/95		
95-335	Rabaska, Rebecca F.			10/7/95		
95-169	Cotfield, Alphonza D.			6/7/95		
95-326	Mason, Johnathan W.			6/7/95		
95-170	Logan, Lamonte Eric			6/7/95		
95-321	Lane, Christopher S.			9/20/95		
95-313	Gilroy, Russell Wayne			9-18-95		
95-303	Keith Desales Neal			9-19-95		
95-298	Ricky Felton			9-11-95		
95-299	Nickolas Tuff			9-11-95		
95-291	Tyrone Linkins			8-29-95		
95-290	Clifton Linkins			8-29-95		
95-283	Steven Douglas			8-26-95		
95-284	Kelly Holland			8-26-95		

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

Paul Graves  
 Signature

\_\_\_\_\_  
 Title

11-24-03  
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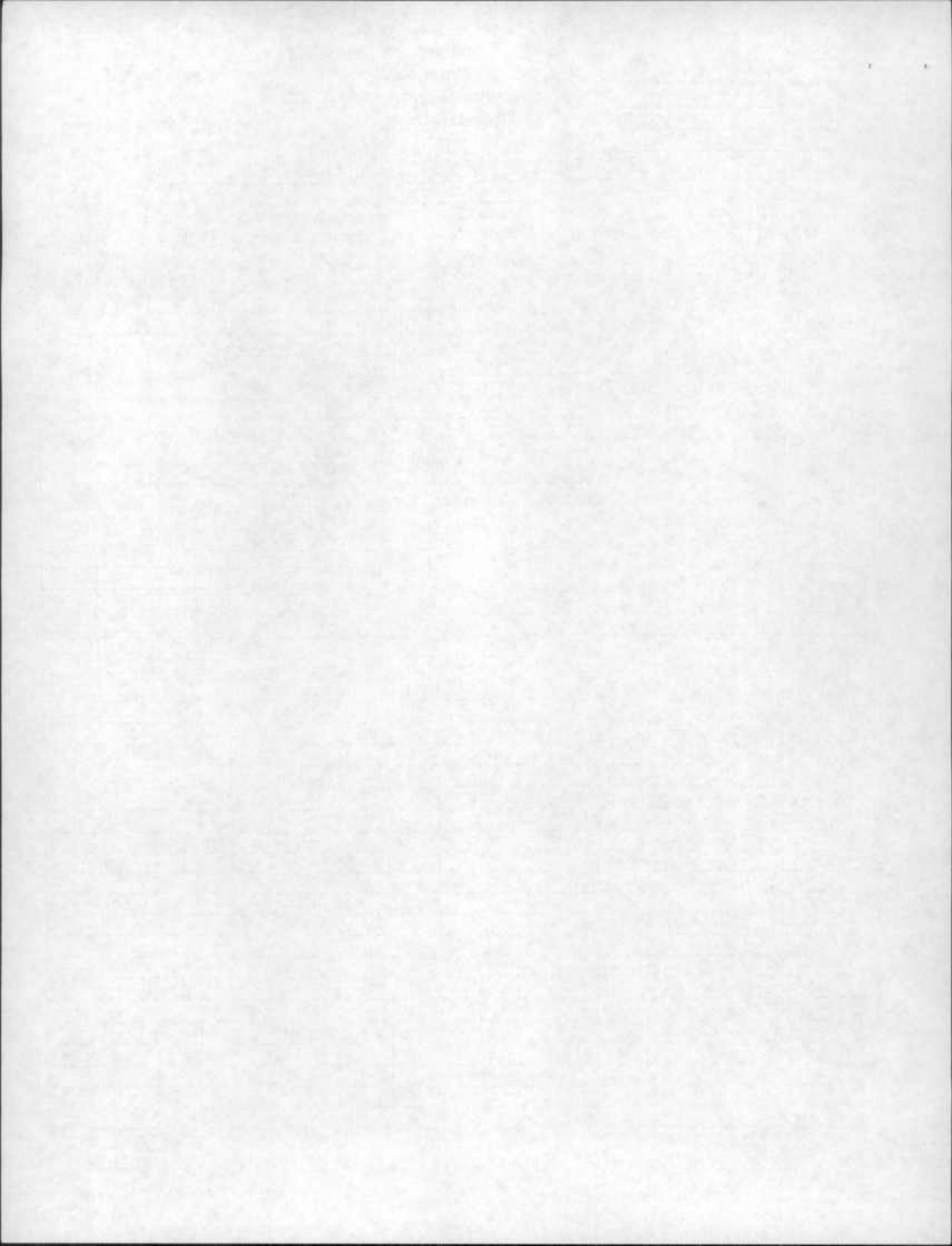
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
94-250	Milstead, Michael Eugene	C-979	I	7-27-94	11-24-03	Burned Duffell
94-174	Garrison, Jesse Hollister			5-27-94		
94-175	Fitzpatrick, Stephen Edward			5-27-94		
94-239	Duby, Ricky Lee, Jr.			5-27-94		
94-240	Smith, Christopher Michael			5-27-94		
95-113	Leichtweis, Justin Daniel			3-22-95		
95-105	Smith, Walter Jr.			3-22-95		
95-102	Swanson, Cassandra Lee			3-29-95		
95-443	Neal, Keith Desales			1-4-96		
95-441	Vaughan, Saad Muhammed			12-21-95		
95-440	Lane, Christopher Steven			12-6-95		
95-439	Yeager, Kimberly Anne			12-11-95		
95-438	Wrenn, Hayley Quendelyn			12-12-95		
95-432	McKeon, Scott Francis			12-9-95		
95-429	Carter, Terry Louis			12-12-95		
95-424	Baker, Louis Jerome			12-11-95		
95-425	White, Jeremy Kirk			12-11-95		
95-426	Long, Robert Alvin Jr.			12-11-95		
95-403	Grinder, Charles Matthew			11-27-95		
95-400	Knapp, James Dempsey			11-27-95		
95-397	Thorne, Ross Martin			11-13-95		
95-398	Sutherland, Robert Walter			11-13-95		
95-383	Johns, Brian Keith			11-1-95		
95-385	Hensley, Sean Darrow			11-1-95		
95-386	Wilson, Donald Kevin			11-8-95		
95-387	Wilson, Jason Duane			11-8-95		
95-384	Baum, Brian Edmond			11-13-95		
95-379	Parker, Marquez Antonio			10-19-95		
95-372	Dingess, Shannon Marie			10-25-95		
95-354	Thorne, Ross Martin			10-16-95		
95-353	Morgan, Anthony Thomas			10-11-95		
95-350	Buie, Alexander Benson			10-30-95		
95-346	Knapp, James Dempsey			10-10-95		
95-345	Riggelman, Joshua Allen			10-12-95		
95-344	Johnson, Kevin Terrell			10-10-95		
95-329	Bracey, William Patrick			10-3-95		
95-327	Johnson, Baushean Jamal			10-6-95		
95-322	Cole, Victor Lawrence			10-6-95		
95-324	Hark, Joseph Ricky			10-2-95		
95-325	Parker, Marquez Antonio Jr.			10-2-95		

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

*Paul Graves*  
 Signature

Title

11-24-03  
 Date





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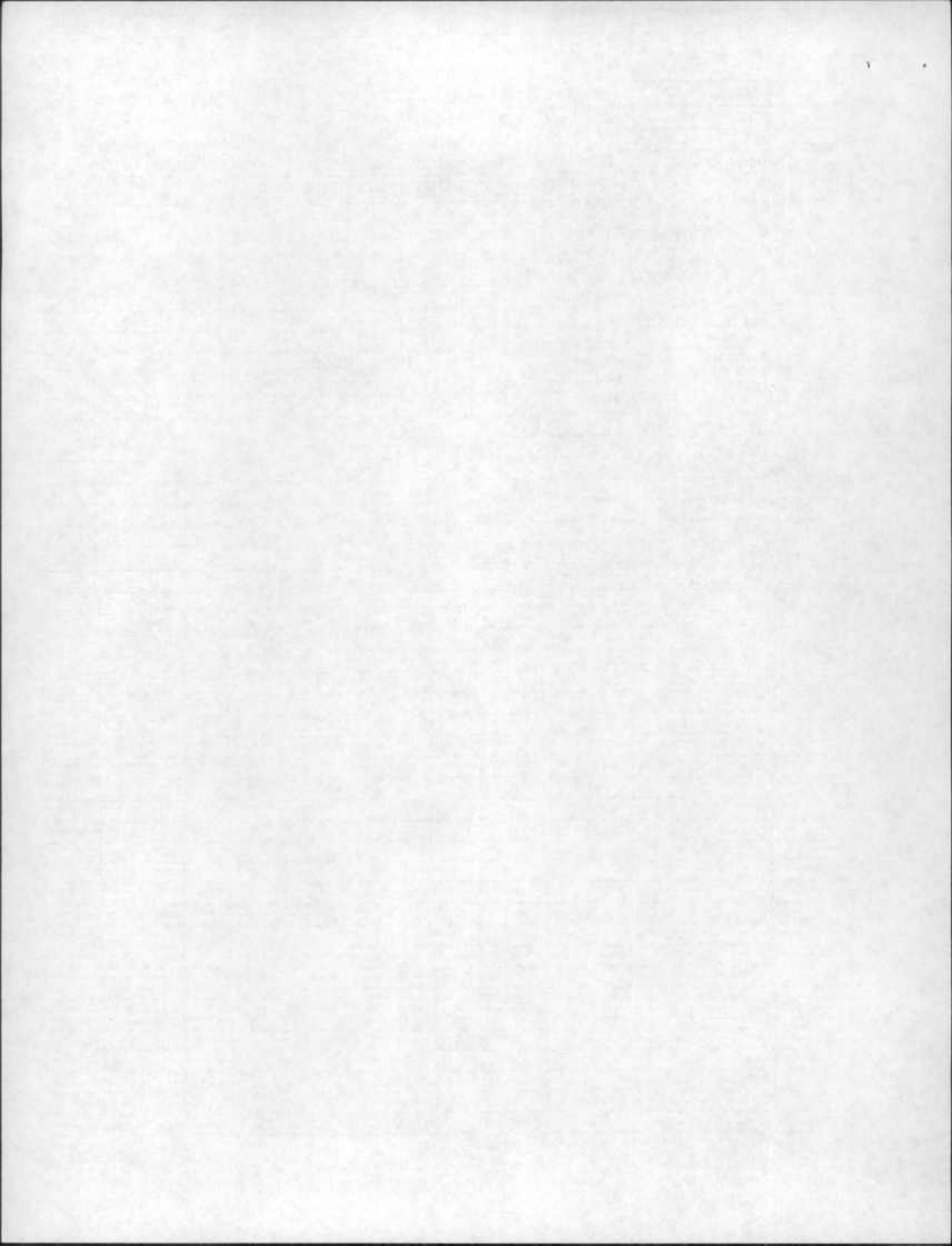
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 194387	Eric Porco	1-999	I	11-23-94	11-24-03	Dated Handfill
194388	Walter Smith			11-23-94		
194389	Robert Long			11-23-94		
19629	Joshua Babcom			2-4-96		
195165	Thomas Claryett			3-7-95		
195162	James Timbley			5-2-95		
195160	John Farmer			4-9-95		
195154	Bruce Monroe			4-22-95		
195156	Walter Smith			4-12-95		
195158	John Parker			4-12-95		
195148	John Combs			5-3-95		
195151	Bertrom Mischette			4-17-95		
195153	Steven Douglas			3-10-95		
195152	Justin Clapham			4-17-95		
195147	Steven Busch			5-3-95		
195143	John E. Swarth			4-13-95		
195140	Robert Long			4-13-95		
195145	Dr. Hon Terrence			4-13-95		
195142	Chrystal C. Bell			2-24-95		
195141	Spencer W. Smith			4-13-95		
195140	Robert Long			4-13-95		
195138	Robert Long			4-13-95		
195135	Charles L. Barber			4-13-95		
195136	Charles L. Barber			4-13-95		
195133	Miranda Viner			4-13-95		
195131	Donald W. Tustin			4-13-95		
195129	Travis Richardson			4-13-95		
195129	John J. ...			4-13-95		
195125	Derrick Bowling			1-25-95		
195127	Robert Pizzac			1-25-95		
195124	Derrick Bowling			1-15-95		
195126	Robert Pizzac			1-15-95		
195120	Melinda Melancon			1-27-95		
195116	Wesley Fleming			1-27-95		
195117	Michael ...			1-27-95		
195114	Donald ...			3-2-95		
195115	Robert ...			3-2-95		
195110	Alexander Buie	✓	✓	10-30-95	✓	✓

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

Paul Graves  
Signature

Title

11-24-03  
Date



### CERTIFICATE OF RECORDS DISPOSAL

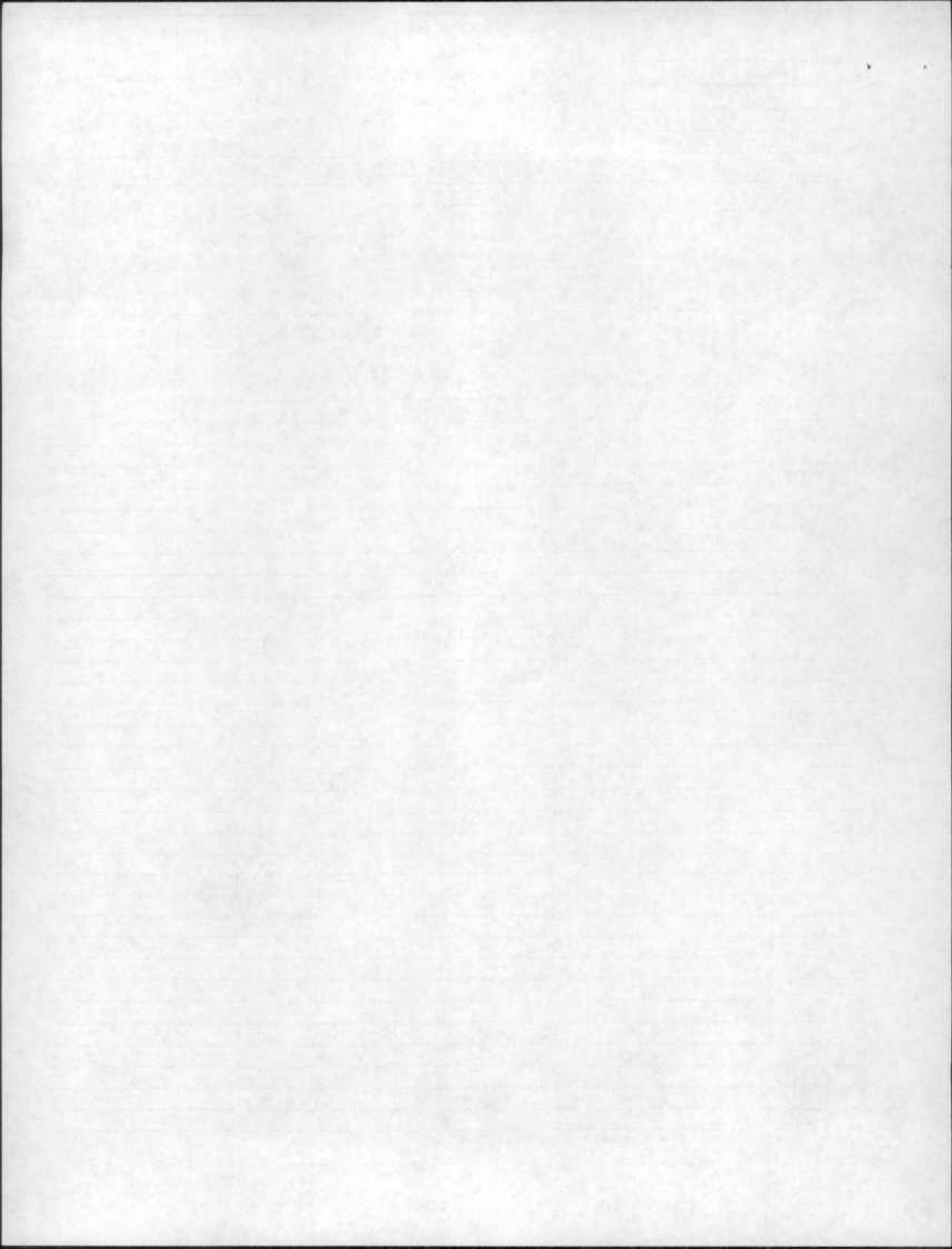
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
196-56	Colony Carroll	0-979	1	2-28-96	11-24-03	Burned
196-54	Dennis Katox			2-16-96		Landfill
1966	Kendrick Thompson			1-31-96		
196-58	David Deakins			3-1-96		
196-57	Willie Cobb			2-28-96		
196-70	Michael Hancock			3-6-96		
196-73	Samara Crossley			3-5-96		
196-20	Joshua Jaucam			1-17-96		
196-39	Brian Harley			<del>2-20-96</del>		
196-69	Erin Ransome			2-20-96		
196-69	Kentham Hinkley			3-5-96		
196-40	Corey Lee			3-2-96		
196-67	Lance Crossley			3-4-96		
196-65	Paul Lura			2-4-96		
196-63	Katherine Johnson			1-21-96		
196-56	Alban Katosco			3-3-96		
196-53	Shawna Fleener			3-3-96		
196-47	Shannon Simey			3-2-96		
196-43	Keith Wood			3-2-96		
196-49	Shane Madden			3-1-96		
196-46	Jessica Gacek			2-26-96		
196-45	Brian Adams			2-27-96		
196-44	Nicholas Slightfoot			12-26-95		
196-43	Tamara Ferguson			12-26-95		
196-42	JAMES P. RAUSON			1-5-96		
196-40	Angela Bradner			2-20-96		
196-38	Michael Merdethaugh			2-8-96		
196-36	Brandon Good			2-7-96		
196-35	Len Clairman			2-5-96		
196-30	Brian Lee			10-3-94		
196-33	Theresa McKinnis			11-1-94		
196-34	Carl P. E.			10-28-94		
194-360	Keith Vannoy			10-20-94		
194-370	Paul Stancu			11-23-94		
194-337	Jana Kichinson			10-12-94		
194-377	Anthony Barlow			11-4-94		
194-380	Lo. Williams			11-5-94		
194-382	LeReta Scott			12-12-94		
194-385	Charles Durham	✓		11-20-94		
194-388	Thomas Pettit	✓	✓	11-23-94		✓

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

Paul Graves  
Signature

\_\_\_\_\_  
Title

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Reporting Agency
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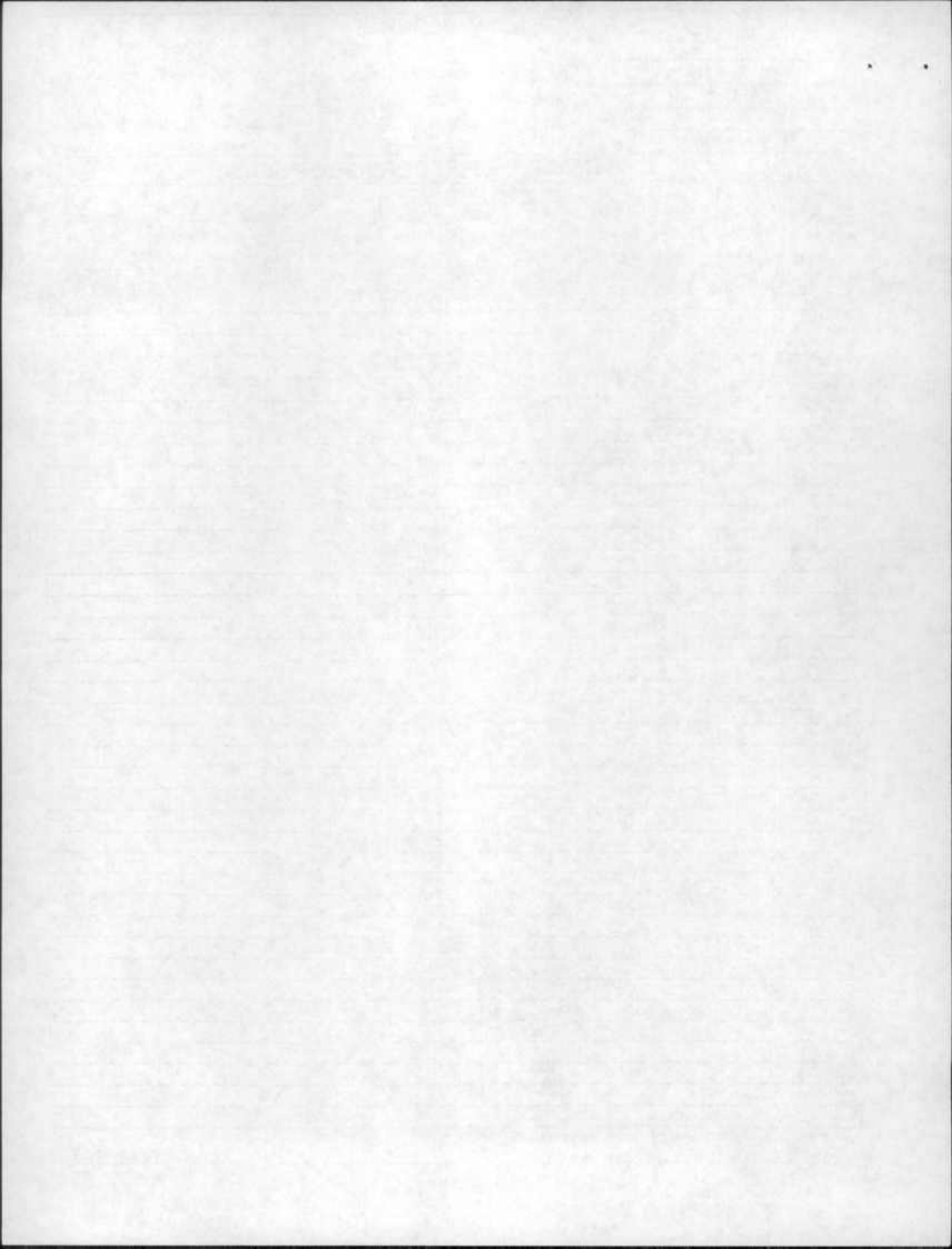
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
<del>96-102</del>	<del>Georgia Tappett</del>	<del>C-974</del>	<del>1</del>	<del>4-5-96</del>	<del>11-24-03</del>	<del>Bured</del>
96-109	Joseph Tappett			4-5-96		Handfile
96-106	Teresa Bolton			4-26-96		
96-104	Lakeisha Price			2-16-96		
96-100	Joseph Jones			4-2-96		
96-98	Arhelndal Assad			10-29-97		
96-96	Joseph Louis			10-29-97		
96-97	Alphonza Cotfield			11-21-95		
96-12	Thomas Malcation			2-7-96		
96-11	Jordan Miller			1-22-96		
95-450	Phillip Ford			12-27-95		
96-09	Dennis Hancock			12-27-95		
96-10	Troy Williams			12-27-95		
96-04	Harold Barr			1-20-96		
96-05	Tamara Boyd			1-20-96		
95-465	Justin Farrell			1-25-96		
95-463	Phillip Tammara			1-25-96		
95-464	Briant Hickman			1-25-96		
95-450	Robert Powell			1-17-96		
95-462	Michael Kroman			12-14-95		
96-27	Gary Meadows			3-26-96		
96-29	Paul Stamps			10-20-94		
94-431	John Lewis			10-17-94		
94-432	Kenneth Devine			12-28-94		
94-405	Joseph Ashlew			12-8-94		
94-49	Bill Holland			12-8-94		
94-437	James King			1-2-95		
94-433	James Leonard			1-4-95		
94-434	Thomas Dieter			12-2-94		
96-000	Sandra Young			1-2-95		
94-443	Bob Starnes			12-15-94		
94-444	Conrad Pittman			12-15-94		
94-446	Chris Washington			12-15-94		
96-58	Phillip Ford			3-11-96		
96-55	Brandon Green			3-2-96		
96-52	Brandon Green			1-20-96		
96-49	Walter Williams			12-4-96		
96-78	Carl Durrant			3-12-96		
96-76	William Gordon			3-5-96		
96-75	William Gordon			3-12-96		

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

Gail Graves  
Signature

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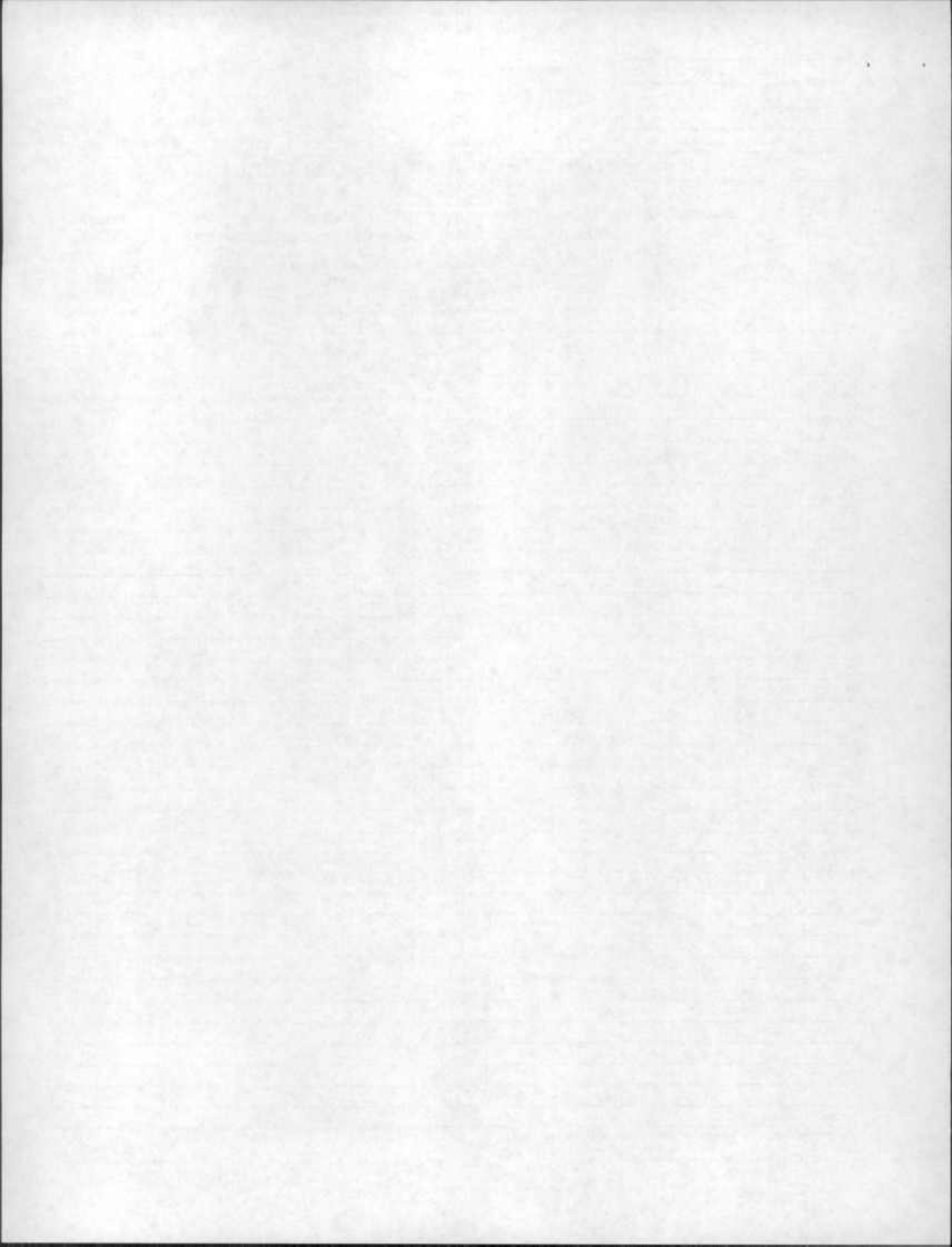
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
194-434	Brenden Cooper	0-999	7	12-28-94	11-24-03	Bureau Sandfill
195-203	Derrick R. Bowling			12-28-94		
195-38	Zatelea Parker			2-21-95		
195-39	Stanley Hutton			2-21-95		
195-40	Kevin Johnson			2-21-95		
195-41	Shermekia Queen			2-21-95		
195-35	Aparima Lewis			2-11-95		
195-30	William Davis			10-10-94		
195-29	Andre Bennett			1-30-95		
195-28	Andre Bennett			1-30-95		
195-25	Tyrone Linkins			1-31-95		
195-16	Rodriguez Hagans			2-16-95		
195-17	Desmond Williams			2-6-95		
195-18	Derrick Williams			2-6-95		
195-15	JAGUUS COSTER			10-21-94		
196-122	William Coates			4-17-96		
196-118	Terra Pattern			6-2-96		
195-06	Fric. Varro			10-31-94		
195-08	Melissa Baker			1-13-95		
195-09	Kenneth Williams			1-9-95		
195-10	Andre Bennett			1-9-95		
195-11	Clarence Green			1-3-95		
194-425	Brian Bridgeton			1-3-95		
194-424	Clarence Green			1-3-95		
194-399	Darren Delatch			12-15-94		
194-401	Robert Long			4-21-94		
194-402	April Knight			12-6-94		
194-367	CARNELL DELATCH			11-7-94		
194-368	David Hutton			11-7-94		
194-411	Richard Kead			11-7-94		
196-18	George Crooks			1-24-96		
196-17	David Kaley			1-28-96		
196-16	Antoine Sorely			1-12-96		
196-15	John Washington			10-23-95		
196-26	David Menez			1-24-96		
196-35	Damian Whitkins			5-5-96		
196-23	Kinnie Kelly			3-29-96		
196-28	Jeremy White			3-22-96		
196-34	Carl Jones			3-22-96		
196-22	Matthew Lightner			3-22-96		

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

Paul Graves  
Signature

Title

11-24-03  
Date





**Department of General Services**

Reporting Agency

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

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Division or Unit

**CERTIFICATE OF RECORDS DISPOSAL**

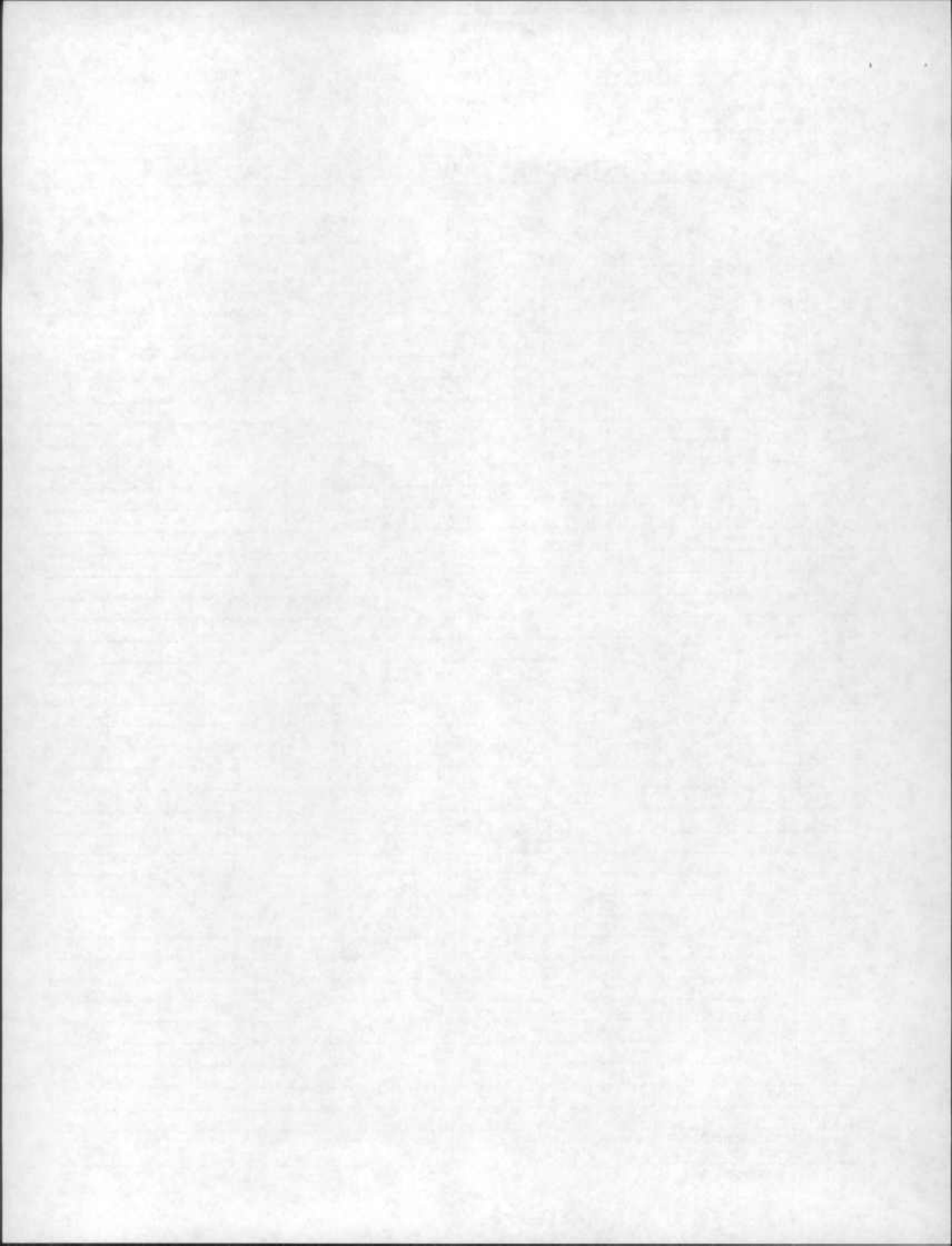
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 196-119	Terra Patton	0-999	1	4-8-96	11-24-03	Quarantined
196-120	Terra Patton			4-12-96		Landfill
195-48	Travis Fish			3-8-95		
195-47	Tyrone Butler			3-8-95		
195-45	Shirone Fleener			2-15-95		
196-129	Tate Lukas			4-19-96		
196-132	Charles Proctor			4-13-96		
196-130	Brian Reid			3-2-96		
195-70	William Phillips			12-1-94		
195-07	Eric Porro			12-1-94		
195-55	Antonio Reinos			10-19-94		
195-56	Gregory Oldrine			12-9-94		
195-54	Charles Lentini			2-16-95		
195-52	Stephen Dysers			2-16-95		
195-55	Nicholas Pitts			2-16-95		
195-02	Robert Long			1-4-95		
195-03	Travis Vetter			1-4-95		
195-04	John Sacker			1-4-95		
195-05	James Kiffe			1-4-95		
195-52	John Ellisworth			1-4-95		
194-383	Charles Durham			10-19-94		
195-84	Charles Durham			10-19-94		
194-35	Terry Brooke			10-19-94		
194-38	Michael Proctor			10-19-94		
195-71	Albert Tripp			3-11-95		
195-29	John Washington			3-0-95		
195-89	Larry Williams			12-3-94		
195-88	Twanita Welfett			12-30-94		
195-80	Louise Foster			4-5-95		
195-39	Travis Po-iter			4-5-95		
194-40	Barry Curran			12-10-94		
195-92	Charles Durham			12-10-94		
195-73	Charles Durham			3-9-95		
195-57	Angela Evan			1-29-95		
196-128	James Yates			4-17-96		
196-127	Kandy Windsor			4-16-96		
196-125	Depek Hardisty			4-14-96		
196-124	Daniel Boyd Farnell			3-13-96		
196-123	Kochel Deann			4-22-96		
194-439	Kevin Devine			12-28-94		

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

Gail Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



Reporting Agency
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**Department of General Services**  
 Records Management Division  
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 Jessup, Maryland 20794-0275

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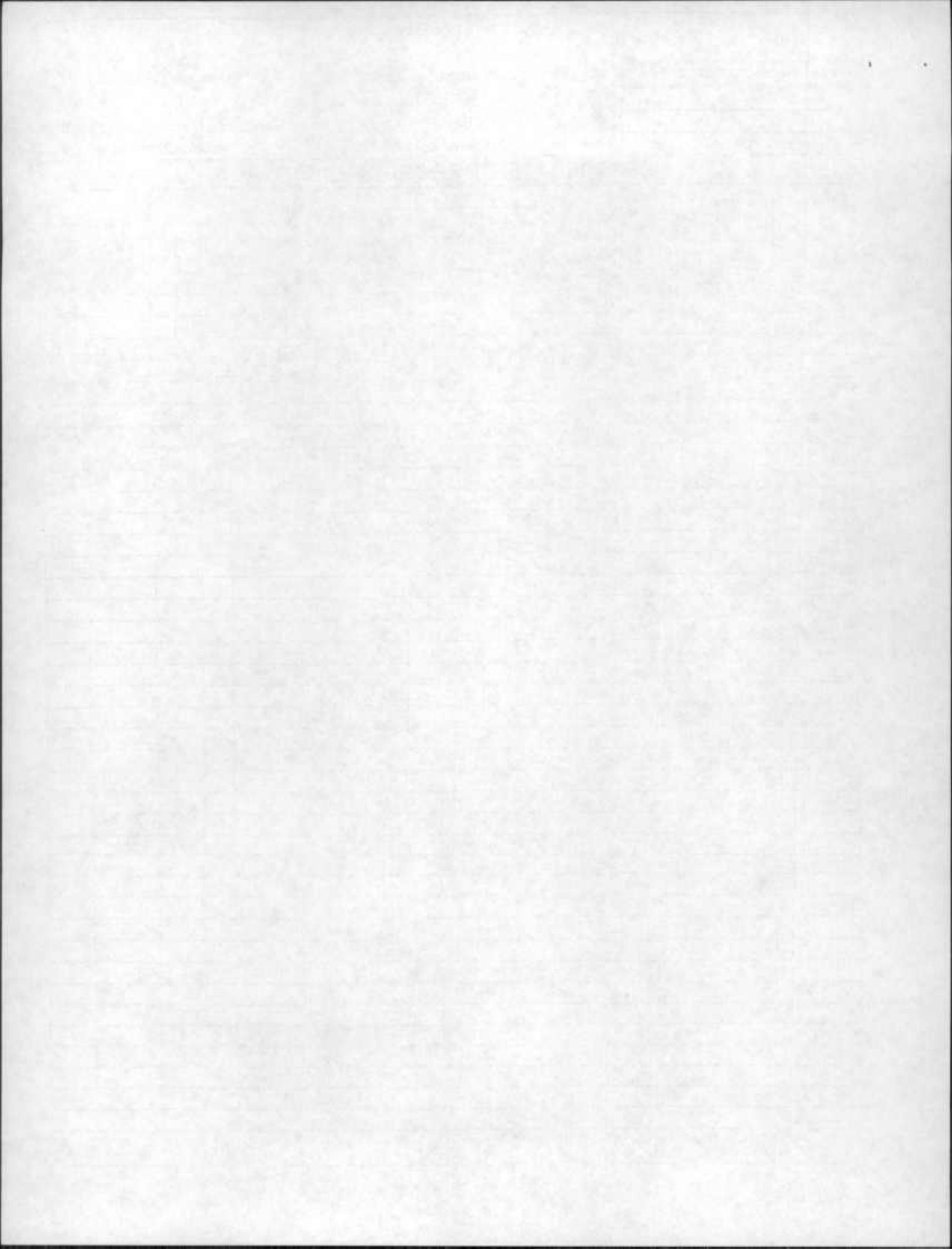
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J95-457	Bryan Francis	C-999	I	1-16-96	11-24-03	Burned
J95-455-6	Gandice Zimmerman			12-26-95		Sanitized
J95-453	Scott Francis McHearn			12-27-95		
J95-451	Daniel Brooks			2-1-96		
J96-19-2	Ernest Bohac			11-5-95		
J96-24	Scott Thomas			11-4-95		
J95-375	William Akowsky			11-4-95		
J96-28	Alex Harold			2-7-96		
J96-25	Scott Thomas			11-4-95		
J95-372	William Akowsky			11-4-95		
J96-26	Scott Thomas			11-4-95		
J95-376	William Akowsky			11-4-95		
J96-27	Len Claiborne			2-8-96		
J95-411	William Akowsky			12-7-95		
J96-23	Scott Thomas			12-7-95		
J96-22	Scott Thomas			12-7-95		
J95-410	William Akowsky			12-7-95		
J94-391	William Dassen			10-6-94		
J94-392	Erica Dunnington			12-10-94		
J94-393	Sherie Franklin			12-10-94		
J94-394	Leola Johnson			12-10-94		
J94-397	Richard Dusen			10-2-94		
J94-396	Charles Hayes			10-2-94		
J94-378	Paul Hittler			10-12-94		
J94-357	Mark Sheurer			10-12-94		
J94-336	Bryan Boyd			10-12-94		
J94-417	Chris Washington			10-20-94		
J94-412	Robert Long			10-20-94		
J94-416	Carol Carter			12-28-94		
J94-376	Stephanie Hart			11-7-94		
J94-378	Michelle Hartzel			11-7-94		
J94-419	Kelley Marnett			11-7-94		
J94-421	Derrick Williams			12-21-94		
J94-400	Dwayne Johnson			7-13-94		
J94-422	Elaine Cassinell			7-13-94		
J94-446	Idowu King			1-7-95		
J94-407	Victoria Cook			1-7-95		
J95-01	Chris Washington			12-10-94		
J94-117	Terra Patten			4-8-96		
J94-1000	Aaron Woods			4-1-96		

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

*Paul Graves*  
 Signature

\_\_\_\_\_  
 Title

11-24-03  
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Reporting Agency
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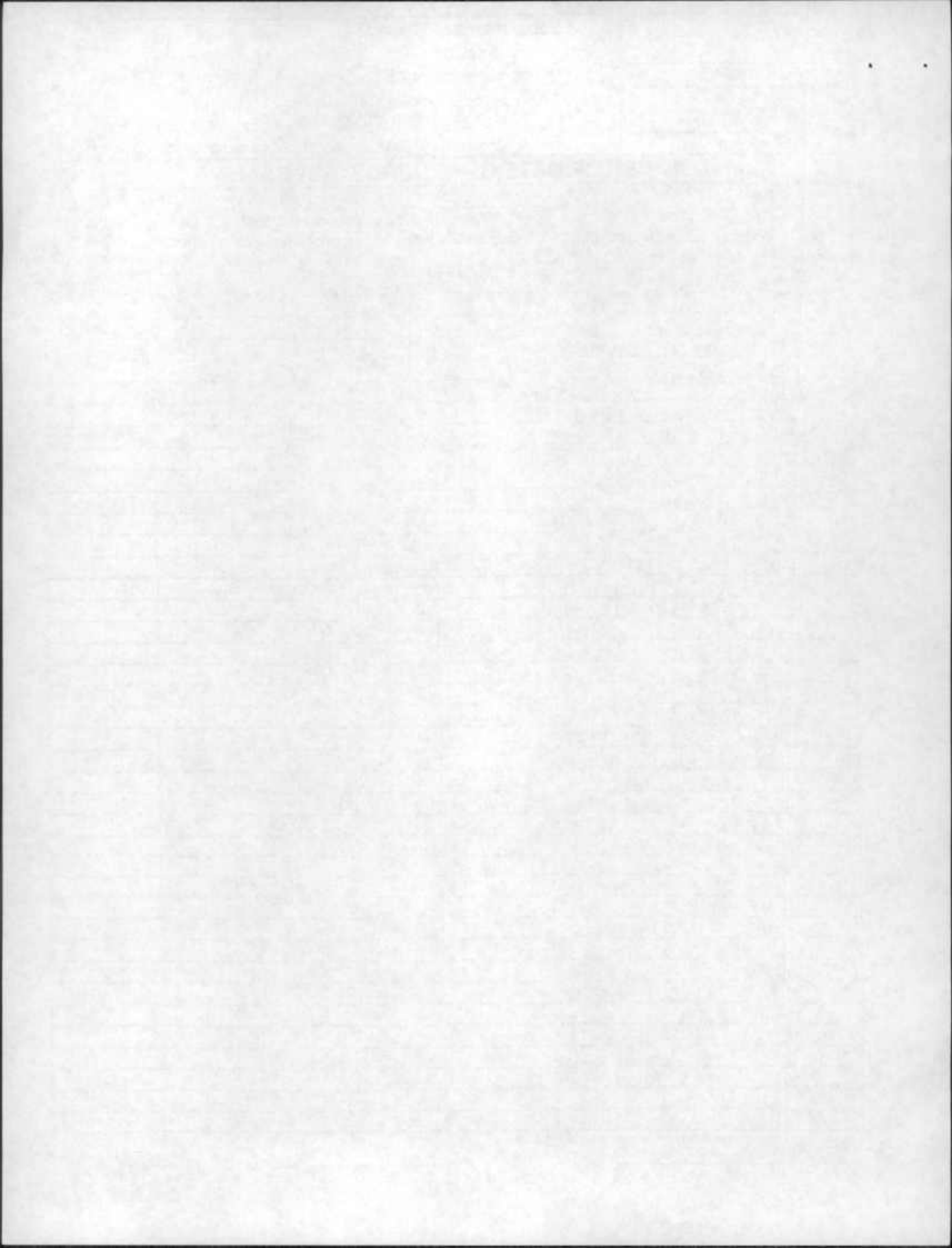
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 99-47	Bernice Richard Veet Jr.	C-979	I	2-26-99	11/21/03	Buried
99-46	Janus Reed Turner			2-13-99		in Landfill
99-47	Kenneth Gregory Copes			2-10-99		
99-45	Cainan Darnasius Shelton			2-24-99		
99-39	Damirne Gerale Fenwick			2-12-99		
99-40	Darnion Anquan Wilson			2-12-99		
99-38	Steven Wayne Fitzgerald Jr.			2-12-99		
99-44	Brian Anthony Long			2-12-99		
99-37	Michael Antonio Muro Jr.			2-1-99		
99-43	Charles Matthew Ginder			4-21-99		
99-36	Raymond Alexander Patrick			2-10-99		
99-35	Dickott Carlos Dante			1-29-99		
99-32	Sean Matthew Hill			2-19-99		
99-54	Anthony D'Angelo Wilkins			2-8-99		
99-51	Anthony D'Angelo Wilkins			2-8-99		
99-52	Kicca Marcus Thompson			2-8-99		
99-53	Virgil Cornell Dublin			2-8-99		
99-28	Christopher Allen Grissom			1-27-99		
99-58	Eric Steven Folen			2-8-99		
99-27	Christopher Allen Grissom			1-27-99		
99-26	Marshall Kevin Dockett Jr.			1-27-99		
99-60	Brian Joseph Bass			2-23-99		
99-21	Jonathan Z. Lyles			1-15-99		
99-20	Lee Allen Lemmon			1-20-99		
99-65	Cialtra F. Kramble			2-17-99		
99-63	Kenata M. Guimaraes			2-22-99		
99-02	John David Hamlett			1-6-99		
99-18	Kendree Lydell Jones			1-6-99		
99-62	Kennifer K. Geibel			2-23-99		
99-61	Jermaine L. Bright			2-23-99		
99-01	John David Hamlett			1-6-99		
99-17	Kendree L. Jones			1-6-99		
99-70	Carey D. Sway			2-23-99		
99-03	John David Hamlett			1-6-99		
99-16	Kendree L. Jones			1-6-99		
99-68	Jamie Lea Kober			2-23-99		
99-67	Keisha D. Richardson			3-2-99		
99-15	Kendree L. Jones			1-19-99		
99-77	Donnell C. Gray			3-2-99		
99-12	Koss Martin Thorne			1-13-99		

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

Paul Graves  
 Signature

\_\_\_\_\_  
 Title

11/21/03  
 Date



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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
99-11	Lee Alan Lemmon	1-999	I	1-20-99	11-21-03	Barred
99-10	Nicholas P. Daydie			1-25-99		at
99-193	Melissa Lisa Bins			6-30-99		Landfill
99-202	Donnell C. Gray			6-16-99		
99-198	Brian Long			6-2-99		
99-64	James W. Mitchell			2-22-99		
99-99	Steven Elliott Manie			2-22-99		
99-102	Jamiro Lee Robey			3-10-99		
99-103	Kimberly P. Hancock			3-12-99		
99-104	Tyasha L. Burnett			3-17-99		
99-105	Curvey, Virgil			3-25-99		
99-106	Jeremiah Stemmetz			3-22-99		
99-107	Jeremiah Stemmetz			3-22-99		
99-109	Marcus A. Wright			3-17-99		
99-110	Marcus A. Wright			3-17-99		
99-192	Jane E. Walzer			6-9-99		
99-191	Thomas W. Mason III			6-9-99		
99-189	James E. Grinder			6-16-99		
99-186	Chitomin, M. Alugbo AKA Sharlene Mimi Alugbo			7-1-99		
99-111	Brigette O. Robertson			3-24-99		
99-203	Tiesha Lashawn Lyles			6-16-99		
99-249	John Robert May			8-3-99		
99-247	Kandy P. Rogers Jr.			8-6-99		
99-248	Christopher M. Wills			8-6-99		
99-158	Antwahn M. Hawkins			4-28-99		
99-207	Jewonte J. Chase			4-28-99		
99-207	Brian Antwahn Long			8-13-99		
99-95	Steven A. Battle			3-8-99		
99-245	Marcus W. Hicks			8-16-99		
99-255	Pamion A. Wilson			8-27-99		
99-243	Charles E. Compton			8-17-99		
99-254	James B. Turner Jr.			8-24-99		
99-240	Michael A. Hedger Jr.			7-22-99		
99-250	Erica D. Saunders			7-31-99		
99-257	Michael T. Thompson			7-21-99		
99-226	Patrick G. McDuffie			8-13-99		
99-262	Jakeya M. Widman			8-17-99		
99-225	Floyd Whitener			7-12-99		

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

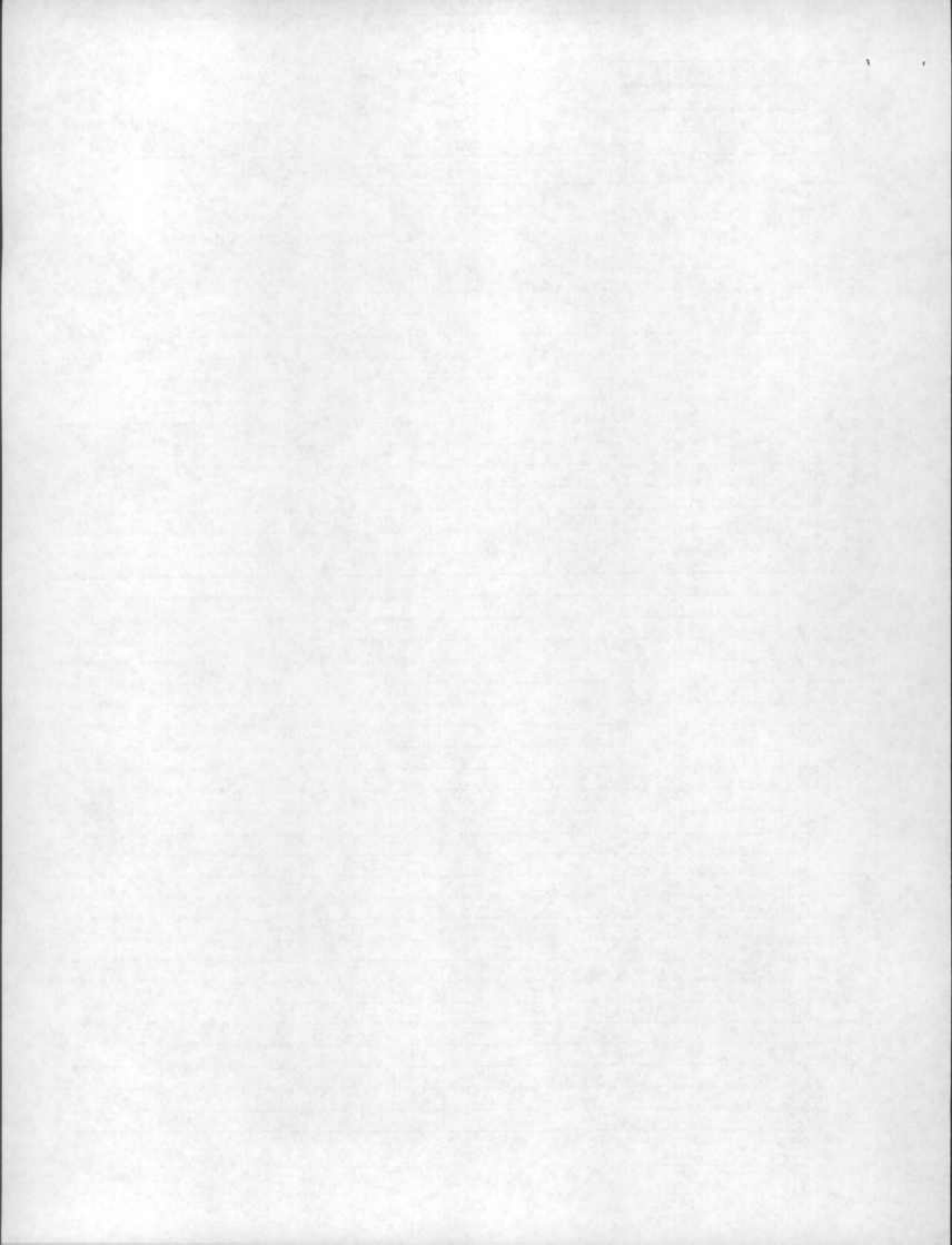
Gail Graves

Signature

Title

11-21-03

Date





		<b>Department of General Services</b>	
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Division or Unit		Jessup, Maryland 20794-0275	

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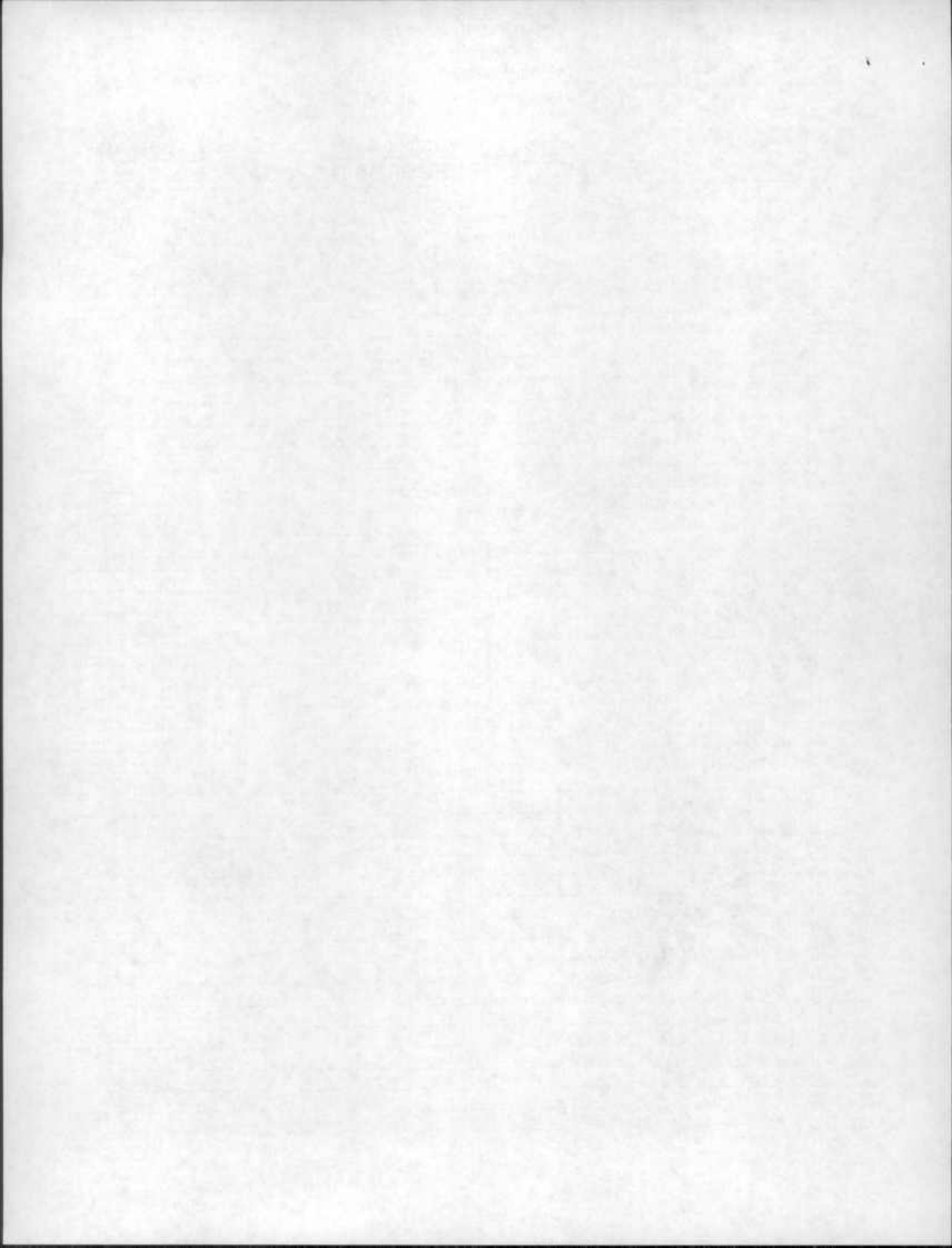
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 49-365	Nelson Phillip Master	6-979	I	12-3-99	11-21-03	Buried
49-309	Swanson Carrie Lyn			9-24-99		in Landfill
49-401	Jay Heather Eder			12-14-99		
49-363	Lewis Rocky Lewis			11-23-99		
49-364	Maize, Karen May			12-3-99		
49-396	Master, Dominic Pierre			12-6-99		
49-397	Washington, Platerell Dore			12-22-99		
49-264	Higgins, Kevin Ashawn			9-8-99		
49-360	Mora, Marcia Jawara			11-24-99		
49-359	Mullis Dan Benjamin			11-2-99		
49-358	Durlin Robert Ruth			11-11-99		
49-357	Grason Brittani Lynn			11-2-99		
49-356	Nay, Cindy Marie			11-22-99		
49-391	Mullis Dan Benjamin			11-24-99		
49-355	Nay, Cindy Marie			11-22-99		
49-388	Fedwick, Julius Julius			11-23-99		
49-387	Duck, Timothy Russell			12-6-99		
49-386	Booth Thomas			11-30-99		
49-384	Comfort, Bruce Allen			11-5-99		
49-381	Lancaster, Lyrika			11-3-99		
49-382	Lancaster, Lyrika			11-3-99		
49-409	W Maxine Norma Francina			12-10-99		
49-376	Mordley, Christopher Lee			11-12-99		
49-325	Navis, Brian Richard			11-26-99		
49-324	Blivins, Neasa Kate			11-5-99		
49-406	Kline, Jerome Clarence			11-17-99		
49-297	Burns, Madeline Andrea			10-1-99		
49-285	Burns, Wm Lamont			9-10-99		
49-291	Drux, Lisa Andrea			9-11-99		
49-275	Johnson, Tracy Veronica			9-17-99		
49-290	Parker, Latrelle Yvonne			9-29-99		
49-279	Lockley, William Gerald			9-8-99		
49-277	Fullbrook, David Bruce			8-26-99		
49-278	Henderson, Kimaci Daisean			8-27-99		
49-305	Feltz, Sony Karen G			9-15-99		
49-304	Lutz, Timothy Patrick			9-17-99		
49-303	Swanson, Carrie Lyn			9-14-99		
49-215	Brown, Anthony Madeline					
49-215	Brown, Anthony Madeline			6-29-99		
49-316	Pass, Calvin Robert			10-7-99		

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

Paul Graves  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



**Department of General Services**

Records Management Division  
7275 Waterloo Road (Rte 175)  
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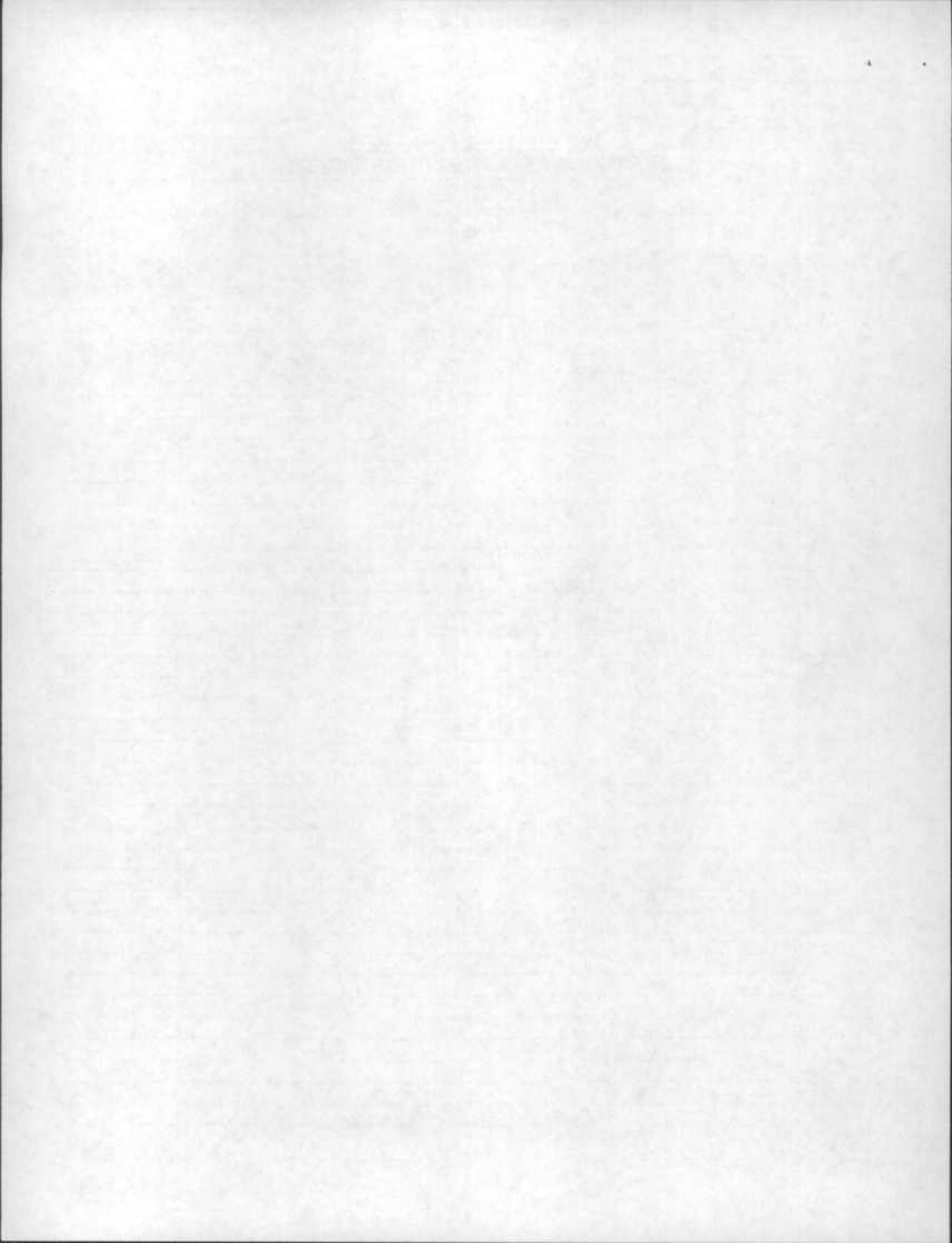
No	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
48-453	Bosley, Eugene Myron	8-979	I	12-3-98	11-21-03	Graves
99-50	Clippit, Joshua Robt			8-3-99		
99-333	Nelson, Rashad Anthony			10-6-99		Landfill
00-14	Rooks, Richard Colton			1-19-00		
00-18	Ford, Charles Bernard			1-27-00		
00-17	Brown, Nikia Lynn			2-3-00		
00-16	Jones, James Lyle, Jr.			1-12-00		
00-13	Johnson, Brandon David			1-19-00		
00-30	Dennis, Denise Marie			2-14-00		
00-29	Hall, Amanda Suzanne			2-14-00		
00-28	Ford, Charles Bernard			1-24-00		
00-27	Proctor, Marcus Lorenzo			1-24-00		
00-26	Gelding, Denise			1-24-00		
00-9	Grasso, Nicholas Anthony			1-18-00		
00-07	Dumas, Darius Delonte			2-4-00		
00-06	Brisson, Christopher Allan			1-14-00		
00-05	Shanklin, Hubert Darrell			1-12-00		
99-443	Park, Aaron William			12-17-99		
00-03	Juler, Stacia Ursula			1-12-00		
99-444	Turner, James Reed			12-24-99		
00-02	Malley, Dexter Vaughn			1-3-00		
99-443	Turner, James Reed			12-24-99		
99-442	Turner, James Reed			12-24-99		
99-441	Murphy, Sean Patrick			12-22-99		
00-19	Ego, Wines Rudolph			1-20-00		
00-20	Wright, Marcus Andrew			1-21-00		
00-21	Brown, Anthony Dante			2-1-00		
00-22	Gray, Donald Christopher			2-17-00		
00-23	Ford, David Marshall, Jr.			2-3-00		
99-450	Ford, Anthony Maurice			1-7-00		
99-421	Cole, Clifton Terrence			12-6-00		
99-419	Thurmond, William Eldred			12-17-99		
99-418	Kodi, Christopher Joseph			12-17-99		
99-385	Adams, Latoya Lynn			11-16-99		
99-416	Adams, Danielle Lynette			12-2-99		
99-415	Maxley, Christopher Lee			12-8-99		
99-427	Thompson, Jessica Lynn			12-7-99		
99-434	Welking, Anthony Dwayne			12-17-99		
99-433	Levi, Karen Blith			12-9-99		✓
99-429	Allen, Stuart Derek	✓	✓	12-8-99	✓	

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

Paul Graves  
Signature

Title

11-21-03  
Date



**Department of General Services**

Reporting Agency

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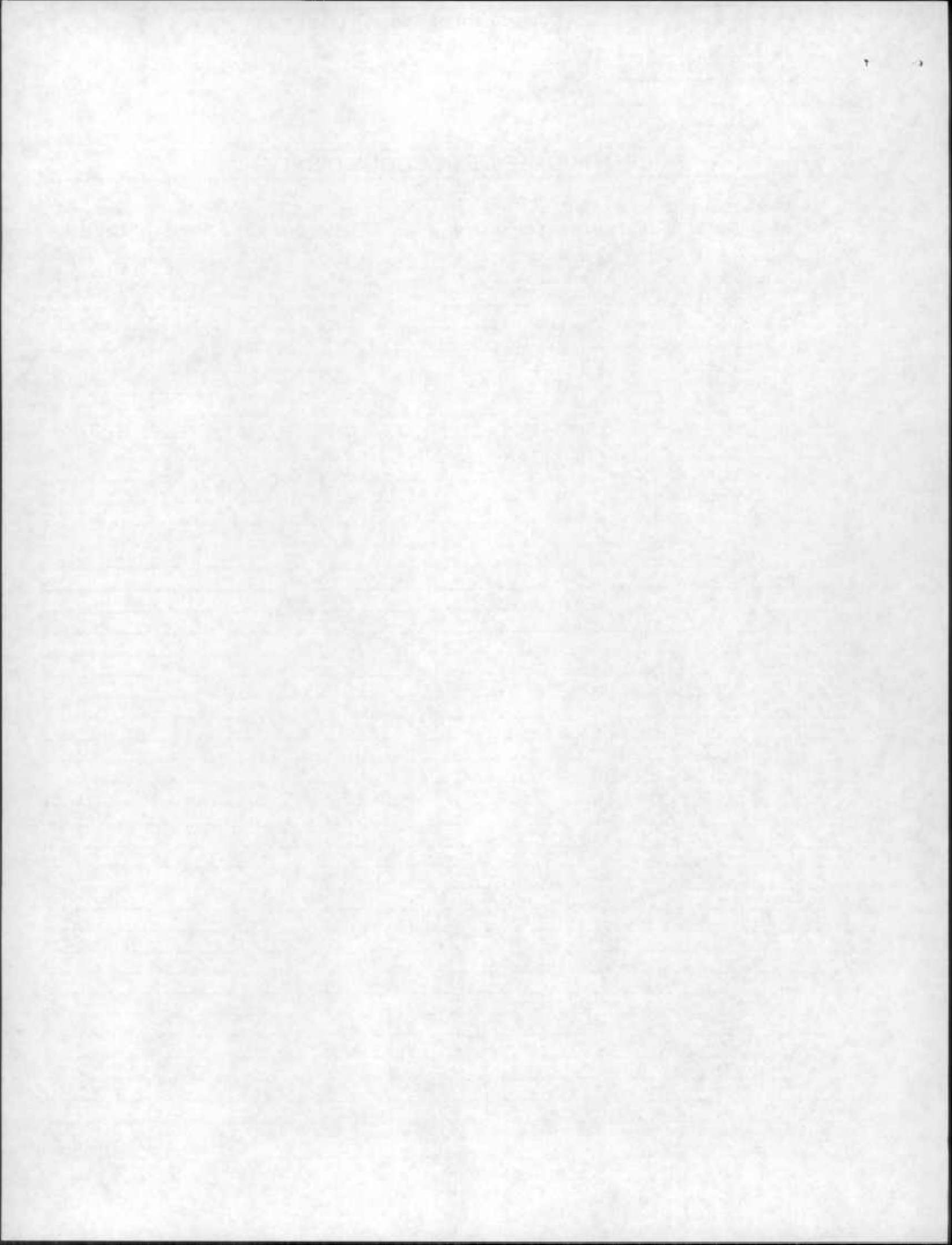
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5 49-425	Inf. Asha Latona	C-999	T	12-9-99	11-21-03	buried
49-423	Lebe, Karen Bill			12-9-99		in Landfill
49-422	Lee, Ryan Robert			12-7-99		
49-414	Thompson, Joseph Timothy			1-7-00		
49-411	Messink, Michael Edward			11-30-99		
49-390	Derwood, Robert Wade			12-8-99		
49-379	Derwood, Robert Wade			12-8-99		
49-416	Moore, Marcia Lorraine			11-24-99		
49-398	Derwood, Robert Wade, Jr.			11-5-99		
49-377	Marble, Hubert Darrell			11-9-99		
49-81	Marx, Kristina Annmarie			2-27-99		
49-530	Epps, Billy Ray, Jr.			1-11-99		
49-531	Gilman, Gerard			1-19-99		
49-532	Williams, Nathan Vincent			1-19-99		
49-82	Cose, Devote James			2-19-99		
49-96	Dall, Richard Mark			3-17-99		
49-71	Thermond, Justin Paul			3-13-99		
49-310	Thorne, Christopher			3-13-99		
49-72	Witman, Denise Michelle			2-26-99		
49-04	Miles, Michelle Jean			1-15-99		
49-75	Fratt, Anastas Zahar			2-19-99		
49-334	Price, Gerald Wayne			10-8-99		
49-332	Blues, Joseph Patrick			10-7-99		
49-330	Kapen, Jesse Joseph			10-20-99		
49-337	Burkitt, Bruce Wayne			10-22-99		
49-338	Marrullo, Paul Maria			10-22-99		
49-343	Smith, Martin Jude			10-13-99		
49-341	Tomphson, Parkell Wm			10-13-99		
49-339	Draves, Ashua Lawrence			10-18-99		
49-346	Zeason, Dorothy Paul			10-28-99		
49-372	Bullock, Harold Jerome			11-5-99		
49-370	Faraster, Paula			10-26-99		
49-405	Herrandez, Jason Abel			12-6-99		
49-404	Pickers, Onda Allen			12-13-99		
49-369	Swanson, Carrie Lynn			11-17-99		
49-403	Wang, Ronald Gabriel			12-8-99		
49-276	Hudson, Warren Jerome			10-1-99		
49-367	Navas, Charlie			11-16-99		
49-402	Wood, Severn Donald			1-21-00		
49-365	Nelson, Phillip Martin	✓	✓	12-3-99	✓	✓

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

Paul Graves  
Signature

Title

11-21-03  
Date



Reporting Agency
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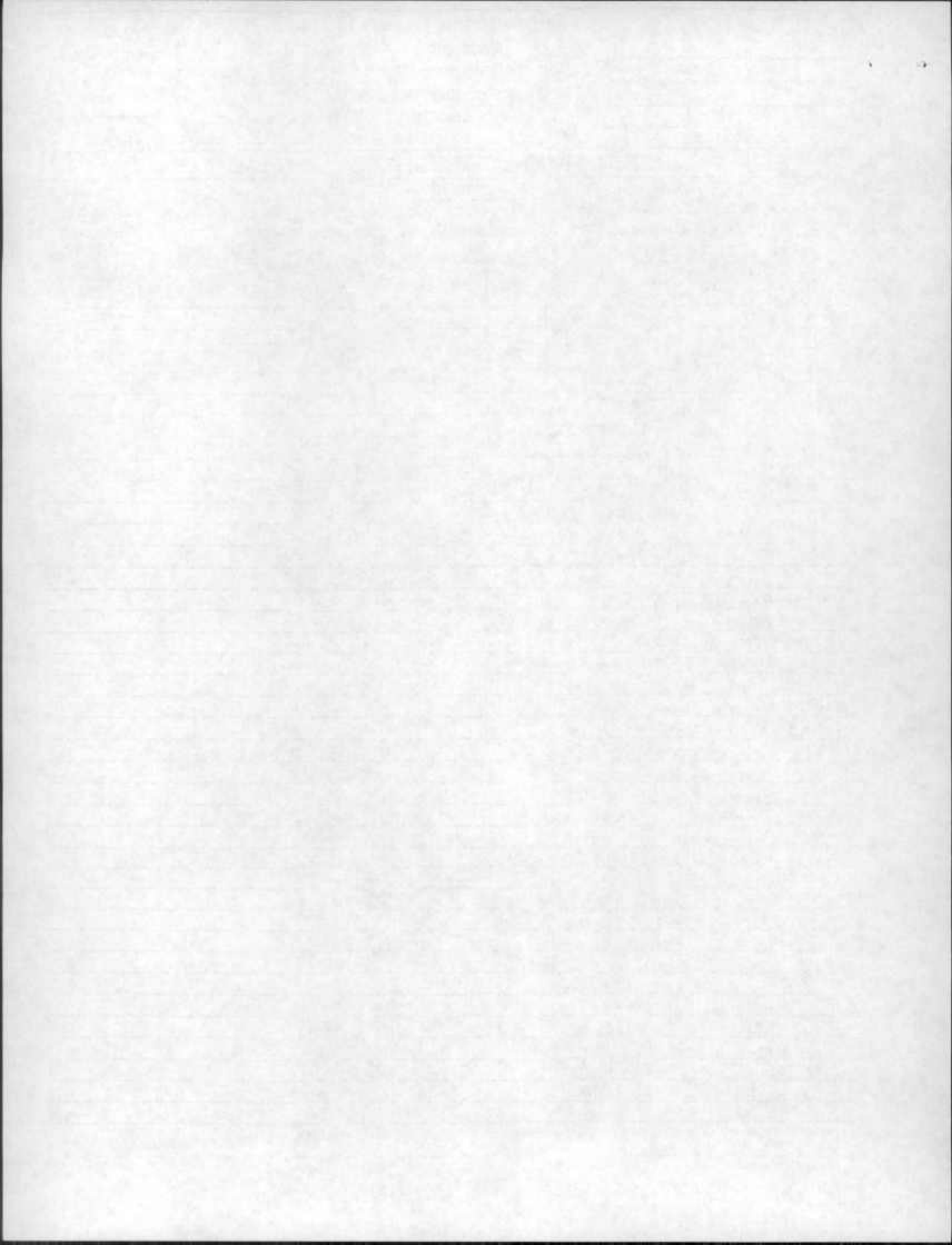
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-199	Jones, Elizabeth Marilou	C-977	I	06-06-97	11-21-03	Brick
97-383	Winn, Joshua Nathaniel			08-27-97		
97-404	Riley, James Ronald			10-14-97		Landfill
97-403	Farmer, Montwan Jared			10-07-97		
97-402	Farmer, Montwan			10-07-97		
97-408	Adams, Phillip Randolph			10-07-97		
97-409	Smothers, William Anthony			11-14-97		
97-400	Moore, Robert Aaron			10-15-97		
97-401	Maney, Christopher David Jr			10-01-97		
97-397	Briscoe, Clifton Dean			09-23-97		
97-398	Ford, Sean Clifton			09-23-97		
97-399	Bradshaw, Christopher Lee			10-15-97		
97-395	Miller, Justin Frank			09-25-97		
97-394	Moodispaugh, Dustin Elwin			09-26-97		
97-396	Alexander, Jerel Noel			09-27-97		
97-391	Hall, Brandon Kirby			09-17-97		
97-390	Kelly, Ryan Thomas			09-10-97		
97-389	Sweeney, Michael Allan			09-12-97		
97-387	Parske, Jessica Ann			09-01-97		
97-388	Willingham, Brad Alan			09-16-97		
97-384	Drum'm, Leon Allen			09-02-97		
97-385	Johnson, Maurice Jerome			08-27-97		
97-179	Juliano, Christopher Robert			05-23-97		
97-180	Roberts, Albert James			05-23-97		
97-181	Norwood, Robert Wade Jr			05-23-97		
97-393	Juliano, Christopher Robert			09-20-97		
97-374	Graham, Ryan Christopher			09-04-97		
97-366	Hardin, James Clark Jr			09-03-97		
97-367	Wilson, James Robert			09-03-97		
97-369	Turner, Jimmy Reed			08-26-97		
97-370	Bates, James Aaron			09-09-97		
97-371	Stevenson, John Levi			08-27-97		
97-372	Farmer, Shawn Tyrell			08-29-97		
97-373	Richardson, Antoine Lamont			09-01-97		
97-359	Kendall, William Mark			08-22-97		
97-360	Kendall, William Mark			08-22-97		
97-361	Powell, Robert Dean			09-02-97		
97-362	Leichtner, Justin Daniel			08-27-97		
97-363	Wilson, Daniel Thomas			09-17-97		
97-364	Powell, Robert Dean			09-02-97		

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

Paul Graves  
Signature

\_\_\_\_\_  
Title

11-21-03  
Date





Reporting Agency
Division or Unit

**Department of General Services**  
 Records Management Division  
 7275 Waterloo Road (Rte 175)  
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 Jessup, Maryland 20794-0275

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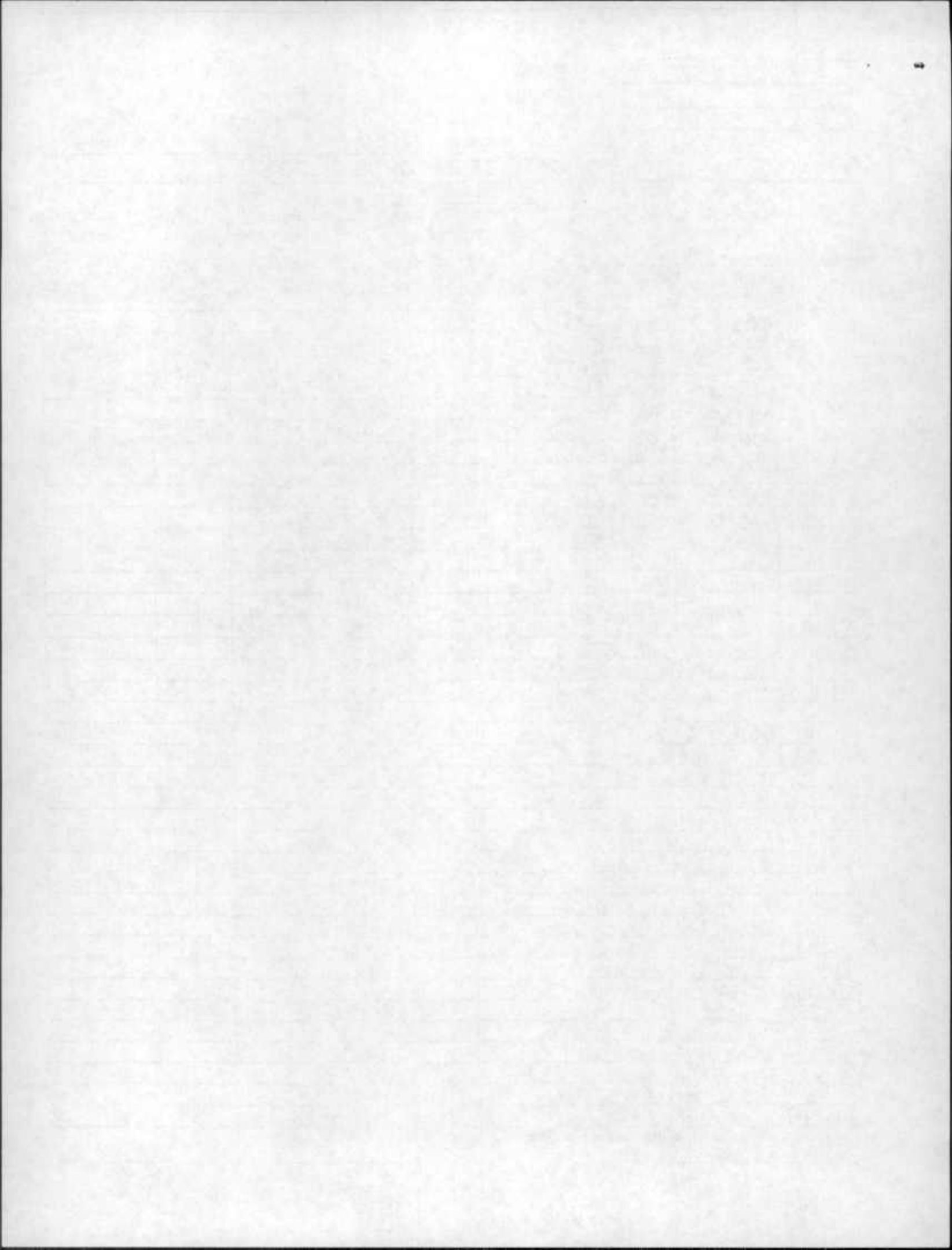
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-365	Ransome, David Brian Jr.	C-979	I	08-22-97	11-21-03	Preserved
97-358	O'Hara, Mara Ann			09-03-97		
97-356	Morris, Melvin Delaney III			09-01-97		Landfill
97-355	Morris, Melvin Delaney III			09-01-97		
97-354	Garner, Jesse Aaron			09-16-97		
97-353	Kendall, William Mark			08-22-97		
97-352	Lyles, Jonathan Zachariah			08-22-97		
97-345	Winfrey, Nicholas Croushon			08-26-97		
97-346	Grinder, Charles Matthew			04-03-98		
97-347	Grinder, Charles Matthew			04-03-98		
97-348	Clifton, Chrystal Dawn			10-29-97		
97-350	Moodispaugh, Dustin Elwin			08-15-97		
97-351	Wyszynski, Oliver John			08-13-97		
97-341	Jupiter, Andre Derek			08-26-97		
97-342	Goldzwig, Timothy Lawrence II aka Lawrence, Timothy Steven			09-12-97		
97-343	Lowe, Angie Hazel			09-12-97		
97-219	Widman, Sheri Nicole Latanya			06-18-97		
97-344	Adams, Nicole Daniell			08-26-97		
99-350	Jobe, William Carl Jr.			10-20-97		
00-170	Proctor, Wayne Lee Jr.			05-05-00		
00-191	Mason, Termaine Jay			01-03-01		
00-168	Seymour, Ronald Scott			05-09-00		
00-188	Head, Phillip			05-30-00		
00-186	Anderson, Joseph Dale			05-30-00		
00-210	Norwood, William Eldred			06-19-00		
00-192	Pyle, James Dewey			05-23-00		
00-196	Epp, James Rudolph			05-24-00		
00-197	Rabasan, Angelo Michael			05-19-00		
00-198	O'Neal, Thain Alexandra			05-24-00		
00-143	Young, Joseph Jerome Jr.			05-10-00		
00-147	Aaron, Jeremy Anthony			05-01-00		
00-176	Stone, Billy Frank Jr.			05-16-00		
00-199	Burke, Jason Daniel			06-13-00		
00-179	Williams, Edward Bennett			05-17-00		
00-202	Foote, Calvin Junior III			05-30-00		
00-169	O'Shields, Andrew Casey			05-05-00		
00-203	Heard, Matthew Anthony			06-06-00		
00-204	Weatherford, Kris Edward			06-01-00		
99-354	Lancaster, Parika Tonika			11-03-99		

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

Dan Cravens  
 Signature

\_\_\_\_\_  
 Title

11-21-03  
 Date



		<b>Department of General Services</b>	
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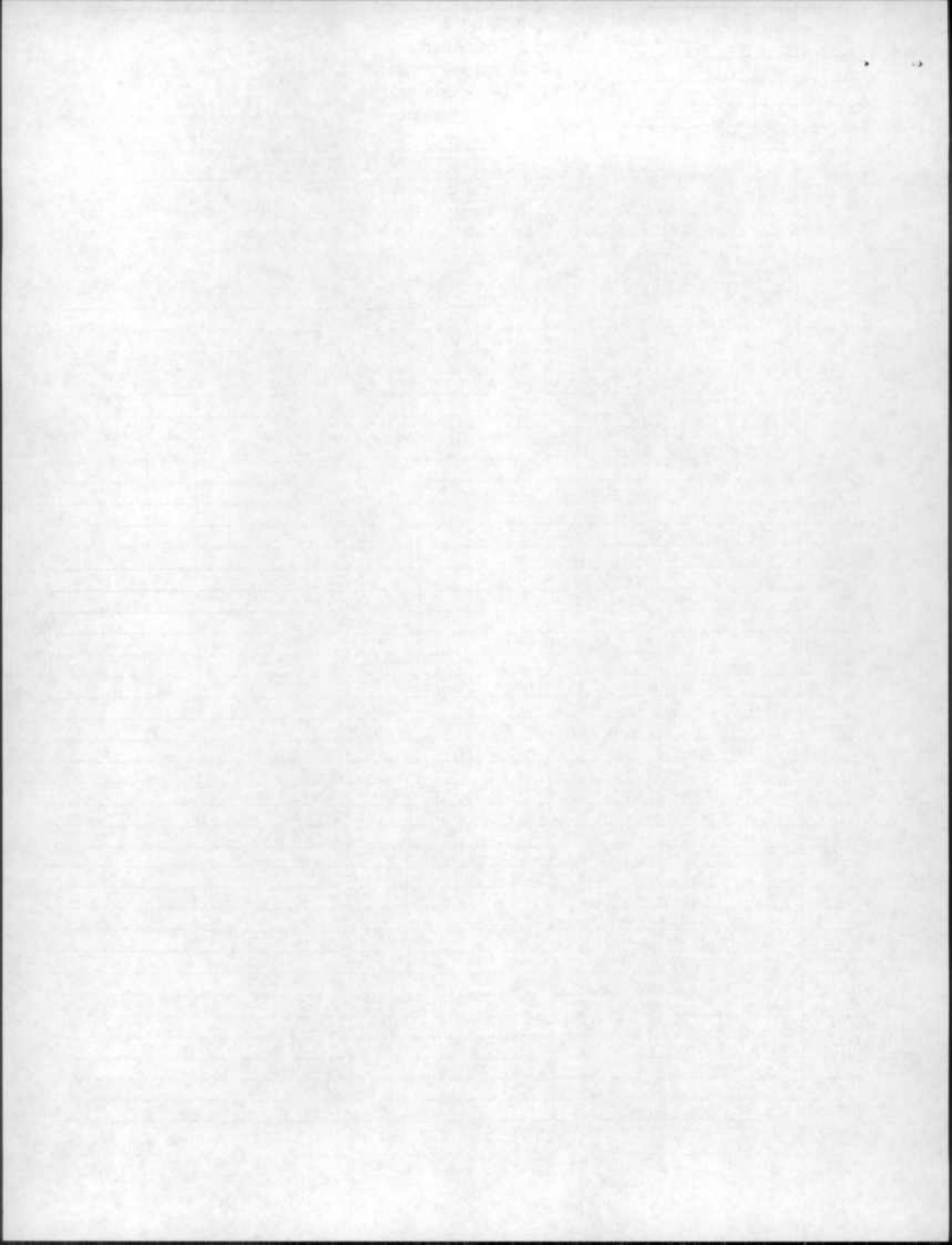
No	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 00-76	Walker, Christopher James	B-979	I	03-07-00	11-21-03	Buried
00-109	Giljeat, Jordan Davis			04-19-00		
00-141	Hancock, Jesse Martin			05-02-00		Landfill
00-138	Goldring, Nicole Michelle			04-29-00		
00-137	Chaney, Karra Laurette			04-25-00		
00-108	Forsyth, James Alfred Jr.			03-29-00		
00-107	Blaydoe, Stephanie Lynne			04-01-00		
00-102	Gray, Herbert Marshall III			03-22-00		
00-125	Ball, Monica Lisa			05-05-00		
00-126	Hebb, Kaya Marie			04-25-00		
00-127	Mitchell, Kyle William Randolph			05-02-00		
00-91	Fisher, Aleah Crystal			03-13-00		
00-116	Turner, Jesse James			04-05-00		
00-122	Johnson Aaron Standford			03-31-00		
00-92	Sanchez, Monique Samone			03-22-00		
00-124	Taylor, Nadia Satoria			04-07-00		
00-106	Beale, Daryl Jeall			04-05-00		
00-75	Marks, Jason Nathaniel			03-31-00		
00-78	Washington, Erica Marie			03-03-00		
00-105	Battle, Javar Lemell			04-12-00		
00-104	Basso, Brian Joseph			04-07-00		
00-113	Proctor, Henry Stanley III			04-19-00		
00-86	Savoy, Stacey Marie			04-21-00		
00-114	Rabasco, Angelo Michael			04-04-00		
00-115	Riley, Jennifer Suzanne			04-01-00		
00-89	Basso, Brian Joseph			04-07-00		
00-69	Bowman, Tyeisha Annette			03-17-00		
00-90	Devane, Ashley Brooke			03-15-00		
00-175	Patterson, Kenny Leroy			05-23-00		
00-148	Cecil, Robert Edward 3 <sup>rd</sup>			05-03-00		
00-136	Berry, Larnie Maurice Jr.			04-26-00		
00-146	Shanklin, Hubert Darrell Lee			04-21-00		
00-148	Cecil, Robert Edward 3 <sup>rd</sup>			05-03-00		
00-175	Patterson, Kenny Leroy			05-23-00		
00-135	Parker, Kendall Lamar			05-12-00		
00-128	Johnson, James Clifton Jr.			04-12-00		
00-110	Hart, Jessyca Senear			04-11-00		
00-72	Sorghardt, Timothy Lee			02-29-00		
00-94	Pierce, Brian Douglas			03-21-00		
00-99	Sorghardt, Timothy Lee			03-22-00		

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

Paul Graves  
Signature

Title

11-21-03  
Date



### CERTIFICATE OF RECORDS DISPOSAL

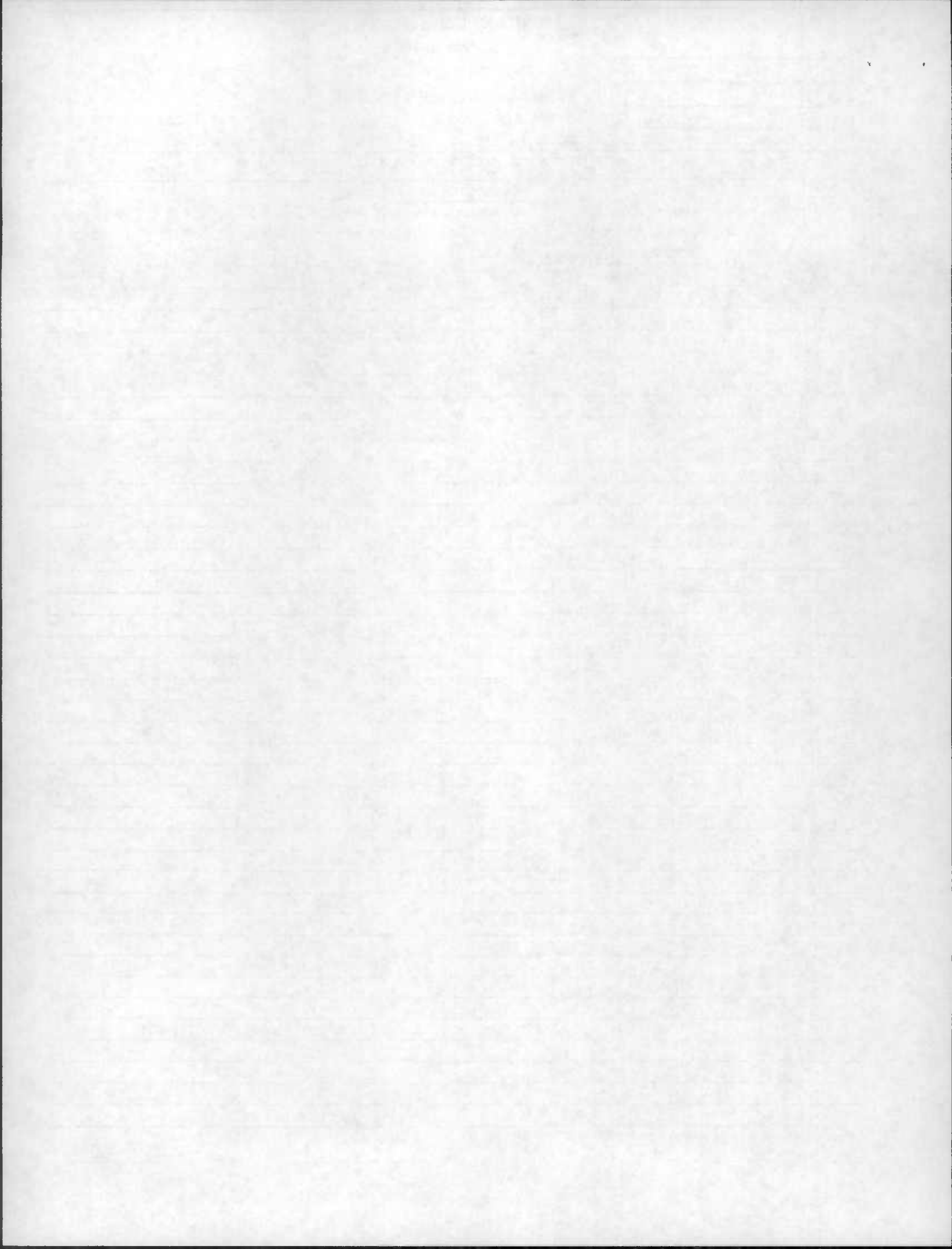
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
00-73	Heard, Tyrone Jason	C-979	1	03-13-00	11-21-03	Binned
00-74	Hendrickson, Andrew Cromwell			03-16-00		
00-103	Hendrickson, Andrew Cromwell			03-31-00		Landfill
99-436	Simmons, John Curtis Jr.			12-17-99		
00-59	Duncan, Ronald Jr.			02-19-00		
00-60	Coleman, Charles Alexander			02-22-00		
00-43	Price, David Gornell, Jr.			02-04-00		
00-63	Hamilton, Joseph Shelby			02-28-00		
00-44	Epp, Amber Ne' Cole			02-14-00		
00-65	Rabasco, Angelo Michael			02-22-00		
00-46	Washington Anthony DeJuan			02-22-00		
00-71	Sheff, Veronica Marie			03-07-00		
00-58	Sullivan, Yetta Lee			02-14-00		
99-353	Allen, Stuart Derick			11-03-99		
00-173	Fernanders, Angela Shirley			05-16-00		
00-172	Forsyth, James Alfred Jr.			05-05-00		
00-42	Gray, Donnell Christopher			02-17-00		
00-57	Jones, Tristan Jermaine			02-18-00		
00-55	Gould, Christopher Joseph			02-23-00		
00-54	Deakins, Richard Steven			03-10-00		
00-53	Hancock, Jason Ryan			02- -00		
00-52	Cozzens, John Raymond Jr			02-11-00		
00-51	Neal, Jeremie Lomar			02-09-00		
00-47	Mason, Tracy			02-04-00		
00-48	Jiles, Candyae Saren			02-04-00		
00-31	Walls, Theresa Gayle			02-16-00		
99-347	Norwood, Robert Wade Jr			12-08-99		
99-281	McKenzie, John Michael			09-24-99		
99-346	McKinney, Lacey Kim			10-22-99		
99-278	Bullock, Donald Tyrone			08-20-99		
99-279	Marshall, Kyana Syceka			11-12-99		
99-280	McKenzie, John Michael			09-24-99		
00-166	Proctor, LaToya Jenelle			05-10-00		
00-93	Marrero, Kelvin Martinez			03-28-00		
00-164	Pate, Laura Michelle			05-09-00		
00-163	Lamouroux, Jesse Lee			05-23-00		
00-162	Humphrey, Jason Michael			05-15-00		
00-159	Murphy, Angela Jean			05-01-00		
00-152	Price, David Gornell Jr.			04-21-00		
00-151	Analt, Jessica Louise	✓	✓	04-26-00	✓	✓

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

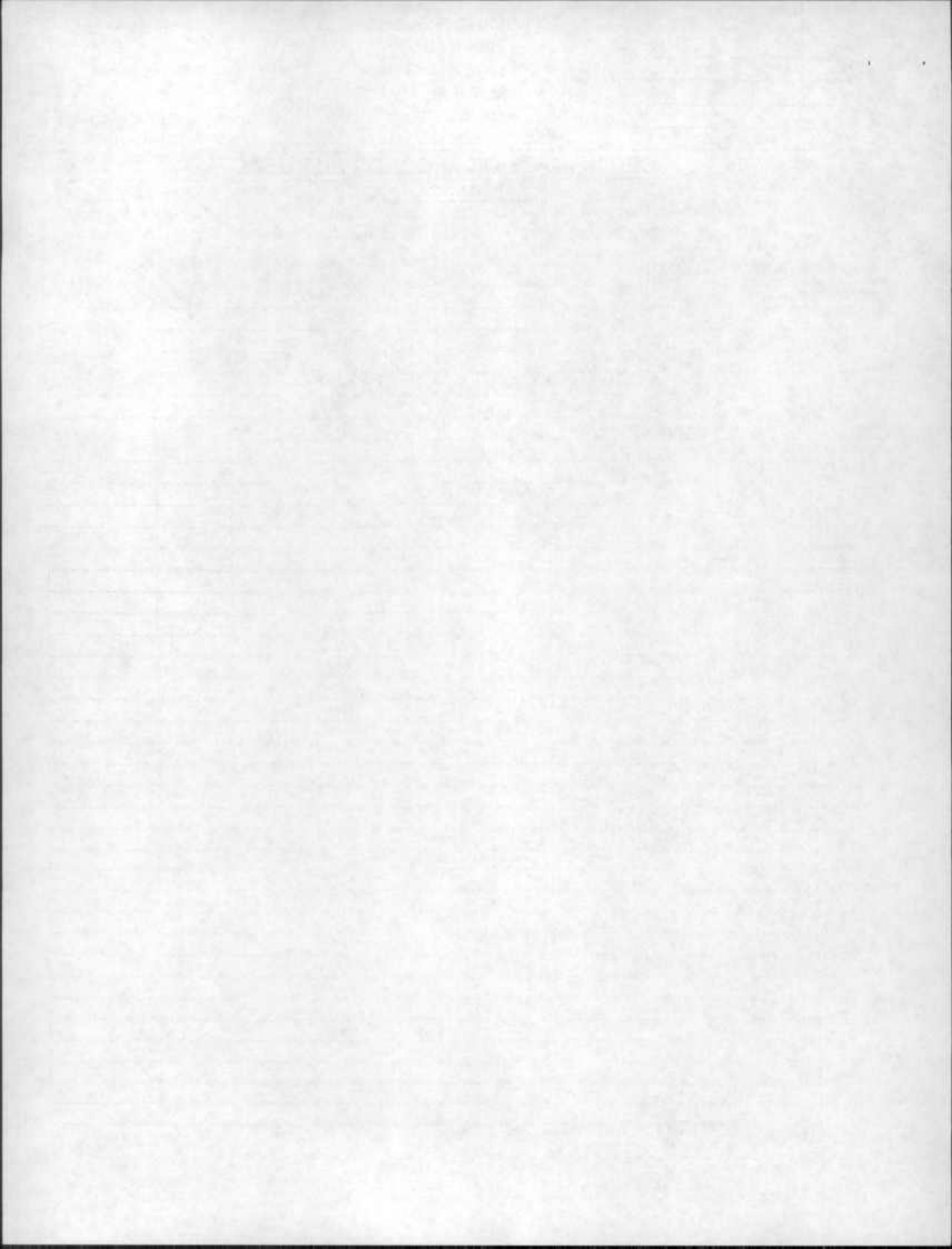
Paul Staves  
Signature

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Title

11-21-03  
Date

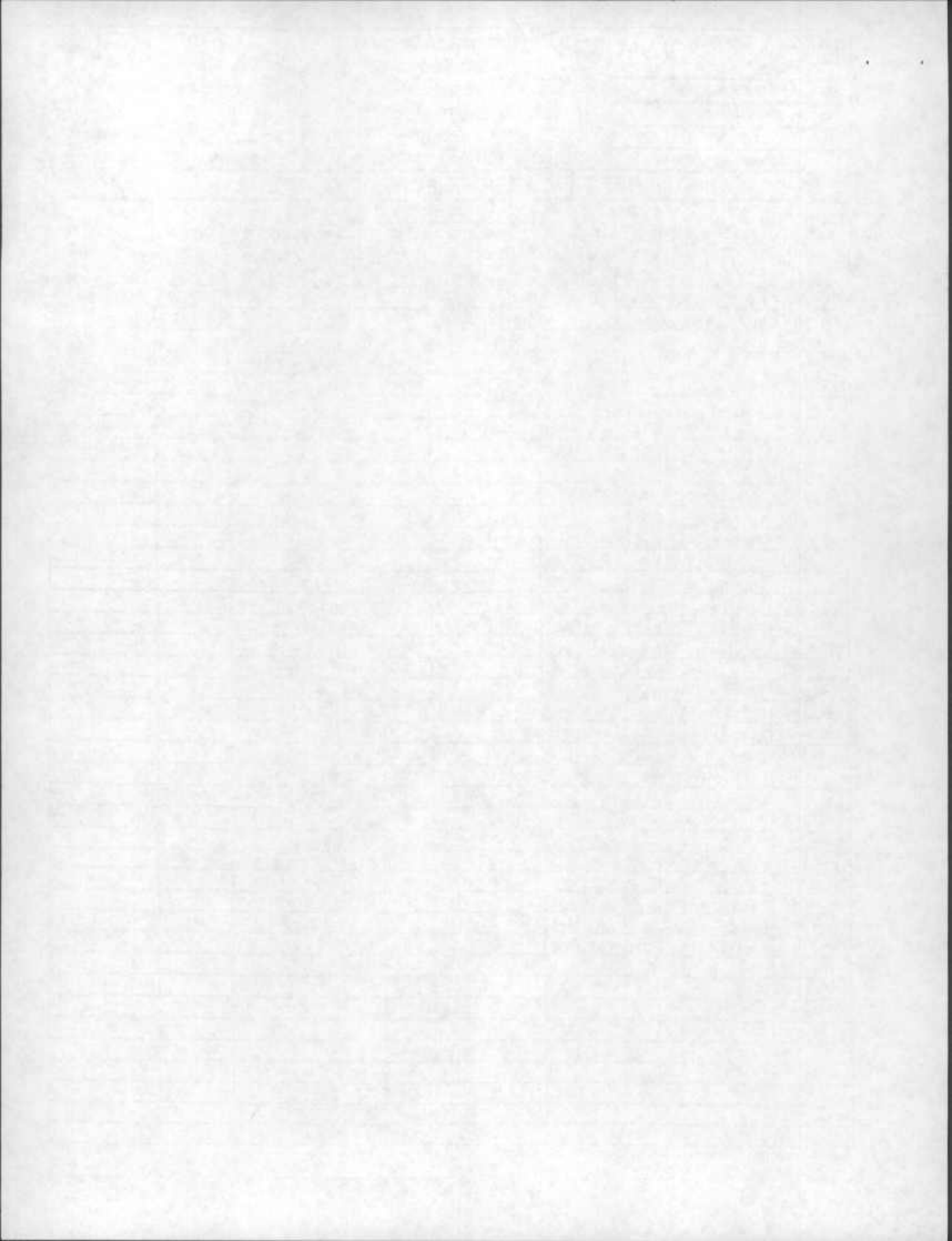












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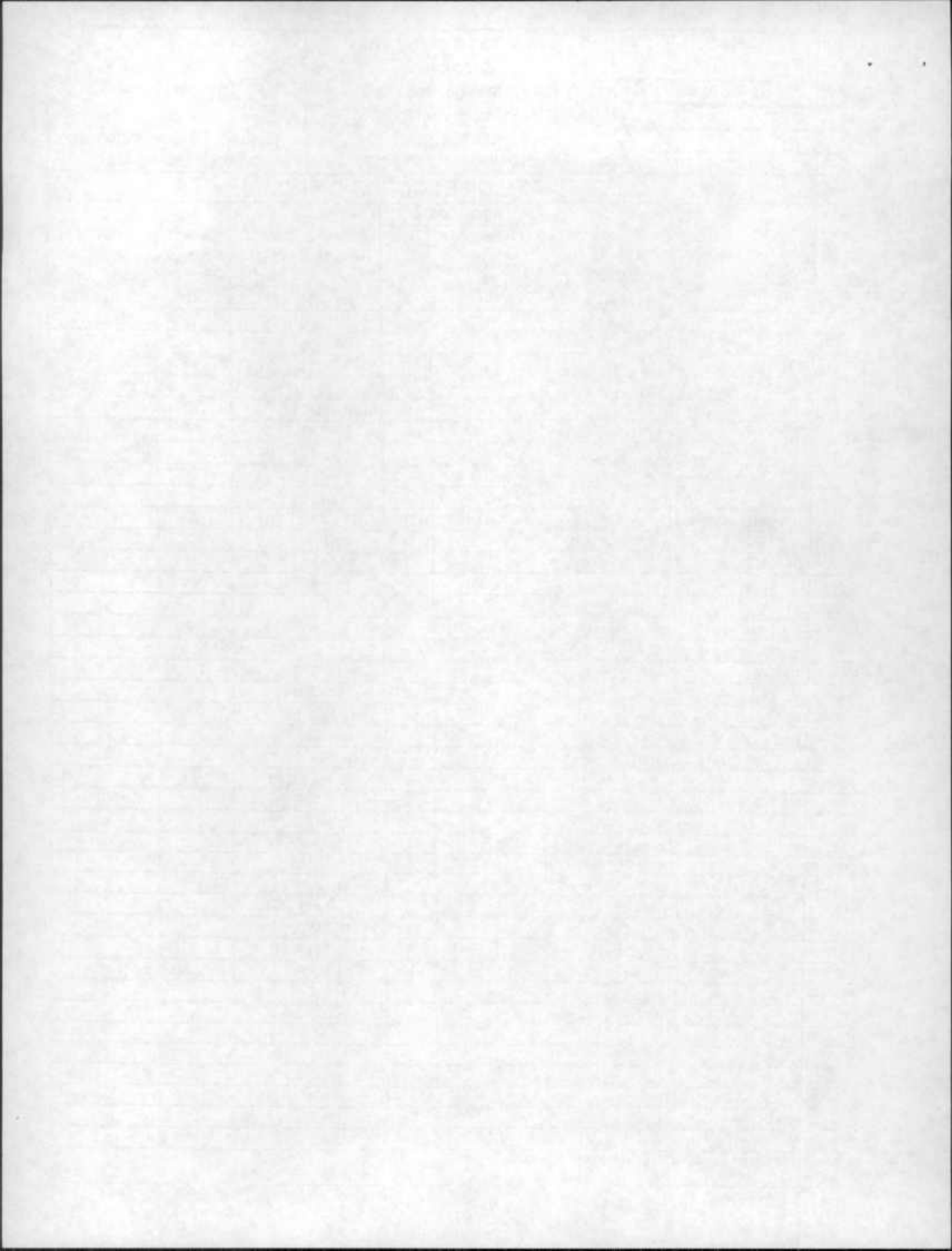
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-477	Harbin, Brian Joseph	C-979	I	1/6/99	11-24-03	boxed Landfill
98-476	Bowles, James Lynn			12/16/98		
98-475	Beale, Daryl Jeall			12/30/98		
98-290	Corcoran, Johnna V.			8/19/98		
98-445	Norwood, William E.			11/25/98		
98-444	Norwood, William E.			11/25/98		
98-474	Barnes, William Lamont			12/15/98		
98-471	Fisher, Eric Steven			12/8/98		
98-462	Rollins, Michael Shayne			12/17/98		
98-461	Rollins, Michael Shayne			12/17/98		
98-458	Ellsworth, John Michael			12/14/98		
98-455	Proctor, Patrick Maurice			12/18/98		
98-454	Kline, Jerome Clarence			12/11/98		
98-450	Proctor, Derick Szero			12/16/98		
98-333	Thompson, Roy Montez			8/21/98		
98-447	Boccarosa, Anthony F.			11/27/98		
98-446	Conway, Richard Howard			12/2/98		
98-439	Gray, Donnell Christopher			11/13/98		
98-440	Marrero, Kelvin Martinez			12/1/98		
98-438	Saxoy, Antoine Dewayne			11/16/98		
98-437	Williamson, Joseph David			12/4/98		
98-428	Norwood, William Eldred			11/4/98		
98-429	" " "			11/4/98		
98-430	Thompson, Michael T.			11/3/98		
98-431	Norwood, William Eldred			11/4/98		
98-432	Norwood, Robert Wade			11/25/98		
98-433	Lane, Shannon Elisabeth			12/2/98		
98-435	Seifert, Krystal Jeannette			11/23/98		
98-411	Smythers, Barry Dale, Jr.			10/27/98		
98-413	Black, Damion N.			11/18/98		
98-412	Black, Anthonio F.			11/18/98		
98-416	Simmons, John Curtis			11/2/98		
98-417	Thompson, Charlson O.			11/20/98		
98-420	Miranda, Brandy Ann			11/3/98		
98-421	" "			11/3/98		
98-422	" "			11/3/98		
98-423	Simpson, Joseph Edward			11/3/98		
98-426	Thompson, Ricco M.			11/9/98		
98-394	Chiedi, Carmelo N.			10/21/98		
98-397	Thompson, Joy April			10/20/98		

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

Gail Gravo  
Signature

\_\_\_\_\_  
Title

11-24-03  
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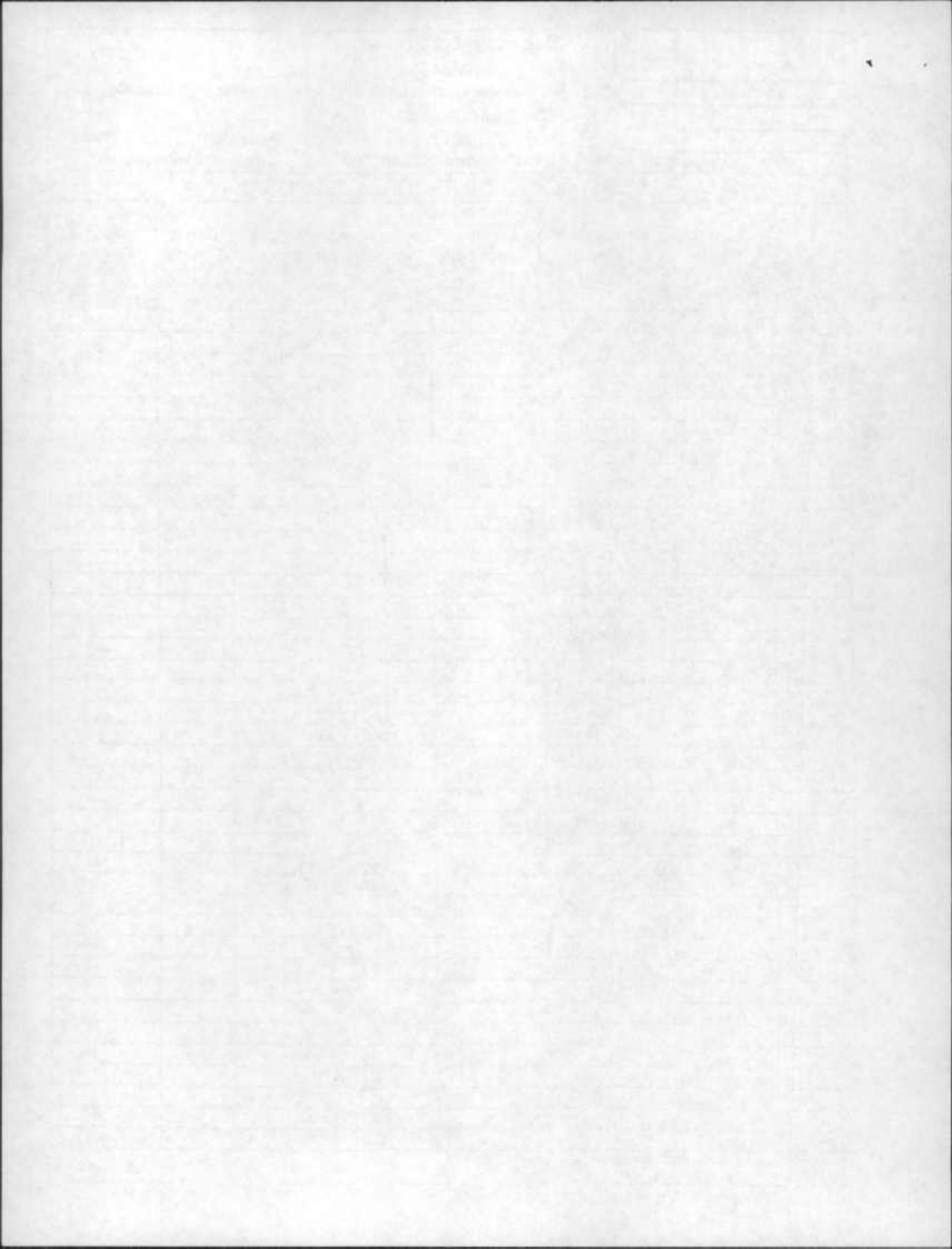
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-367	Tarlecki, Damien Kristen	C-979	I	09-28-98	11-24-03	Burned
98-366	Murphy, Larry Joseph			10-16-98		Landfill
98-356	Villena, Victor Mathew			09-25-98		
98-355	Thomas, Gerald Ahmad			09-11-98		
98-321	Brown, Kurren Derell			08-25-98		
98-390	Tompkins, Laurie Ann			10-27-98		
98-392	Burleson, Jeffrey Allan			11-06-98		
98-393	Champion, Queen Ella			10-21-98		
98-479	Robinson, Korey Rachawn			01-06-99		
98-480	Rogers, Lonnie Steven			12-28-98		
98-319	Christensen, Randall Scott Jr.			08-21-98		
98-320	Belcher, Michael Hubert			08-21-98		
98-304	Duckett, Terrence Antonio			08-13-98		
98-301	Kirk, Jacqueline Renee			08-14-98		
98-300	Gugliotta, Jeremy Thomas			08-26-98		
98-299	Cornett, Joshua Brandon Young			08-11-98		
98-296	Davis, Richard Eric			08-05-98		
98-317	Munson, Raphael			09-07-98		
98-318	Williams, Lionell Dion			08-24-98		
98-312	Moore, William Franklin Dixon			08-10-98		
98-309	Hammond, Tytus Paul Floyd			08-10-98		
98-307	Gray, Donnell Christopher			08-10-98		
98-305	Fox, Jennifer Elizabeth			08-19-98		
98-306	Smith, Laura Michelle			08-19-98		
98-295	Gryzkiewicz, Robert Michael			09-10-98		
98-294	Strickland, Charles T.			08-06-98		
98-291	Gale, Jill Marie			08-10-98		
98-289	Coombs, John Ryan			08-19-98		
98-203	McLaughlin, Sherod Anders			05-29-98		
98-284	Reed, Joseph Jeremiah			07-31-98		
98-280	Keys, Izail Alexander			07-24-98		
98-278	Mitchell, James William			07-25-98		
98-277	Hawkins, Antwonn Maurice			07-27-98		
98-256	Davis, Richard Eric			07-08-98		
98-266	Mondispough, Dustin Elwin			07-08-98		
98-265	Milstead, Michael Eugene			07-08-98		
98-255	Davis, Richard Eric			07-08-98		
98-254	Thompson, Charles Orlando			07-10-98		
98-251	Clifton, Crystal Dawn			07-24-98		
98-250	Wheeler, Tony Tyrell			07-03-98		

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

Gail Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



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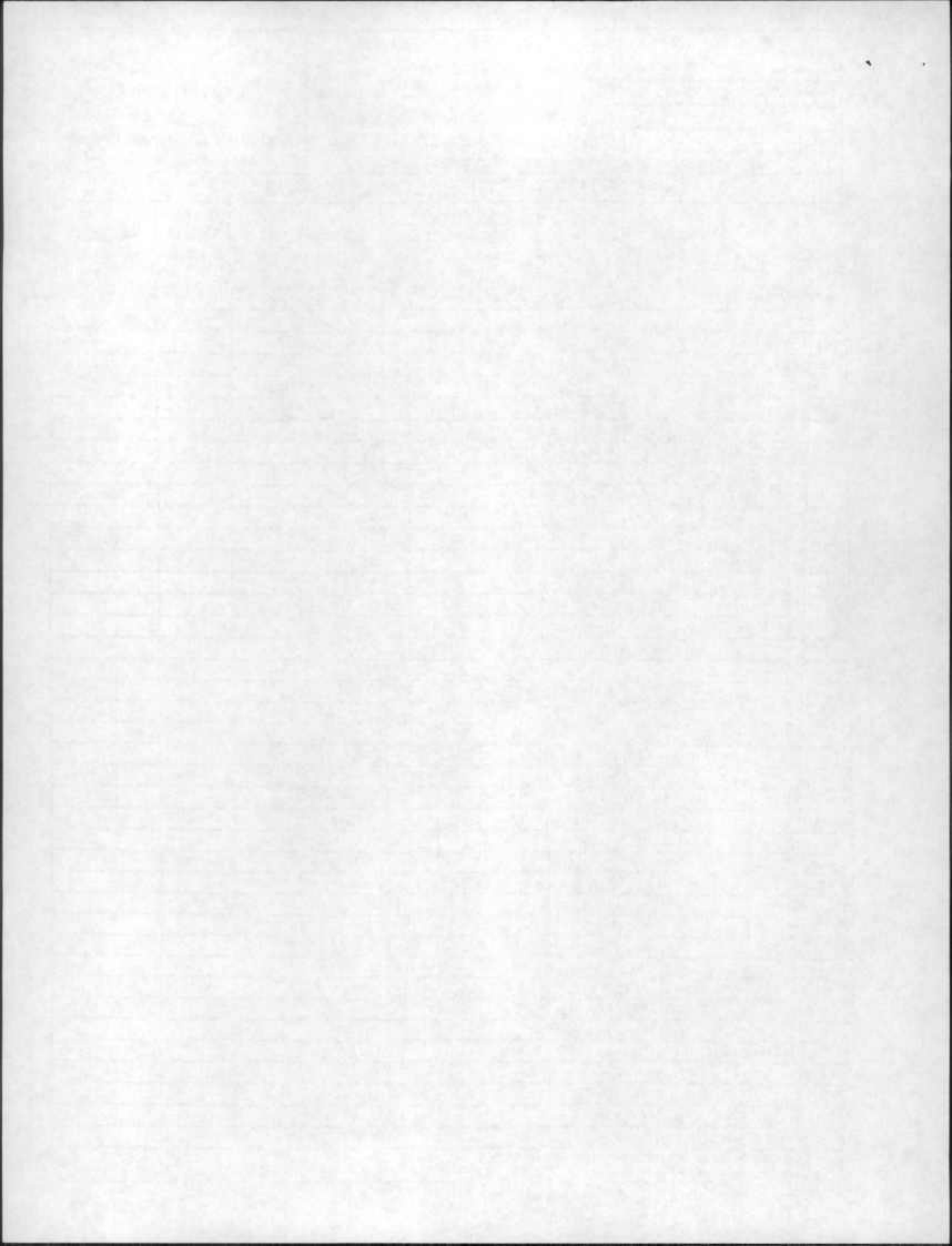
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-336	Blogzynski, Stephen Michael	C-979	I	08-19-97	11-24-03	Revised
97-337	Burkett, Bryan Wayne			08-16-97		Revised
97-338	Felton, Ricky Curtis			09-02-97		
96-448	Bowie, Shaunda Chassity			12-20-96		
96-449	Emerson, Jennifer Nicole			12-23-96		
96-266	Williams, Lemar Fountaine			07-24-96		
96-317	Simpson, Lyray Darnell Jr.			09-26-96		
96-453	Cole, Aaron DeShaun			12-24-96		
96-454	Chesley, Corey Lavance			12-23-96		
96-455	Green, Jason Raynard			12-24-96		
96-484	Villena, Victor Matthew			01-08-97		
96-485	Villena, Victor Matthew			01-08-97		
96-486	Wood, Keith			01-09-97		
97-08	Knapp, James Dempsey Jr.			01-08-97		
97-312	Adams, Phillip Randolph			11-14-97		
97-313	Proctor, Damone Albert Norris			08-20-97		
97-314	Tyler, Stacia Angela			08-07-97		
96-487	Barton, Elizabeth Michael			01-11-97		
96-488	Chadwick, Jesse Marshall			01-08-97		
96-489	Sprause, Desirea Marie			01-08-97		
96-490	Walzer, Jane Elizabeth			01-08-97		
96-472	Davey, Sean Patrick			01-05-97		
96-473	Drake, Jeremy Michael			01-11-97		
96-474	Ellsworth, John Michael			01-04-97		
96-475	Peterson, Walter Thomas			12-27-96		
96-476	Limrick, Jennifer Lynn			01-04-97		
96-477	Howard, Kelli Danielle			01-31-97		
96-478	Poole, Raymond DeMarcus			01-03-97		
96-479	Sanders, Tykia Nichelle			01-05-97		
96-480	Johnson, Jason Tray			01-31-97		
96-472	Davey, Sean Patrick			01-05-97		
96-481	Garcia, Jimmy Jr.			01-04-97		
96-473	Drake, Jeremy Michael			01-11-97		
96-482	Reed, Joseph Jeremiah			01-08-97		
96-499	Deakins, David Franklin			01-10-97		
97-05	Knapp, James Dempsey Jr.			01-08-97		
97-06	Swann, Jamahl Aaron			01-06-97		
97-07	Lane, Christopher S.			01-07-97		
97-11	McGrady, Paul Darren			01-17-97		
97-12	McGrady, Paul Darren			01-17-97		

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

Gail Graves  
Signature

Title

11-24-03  
Date





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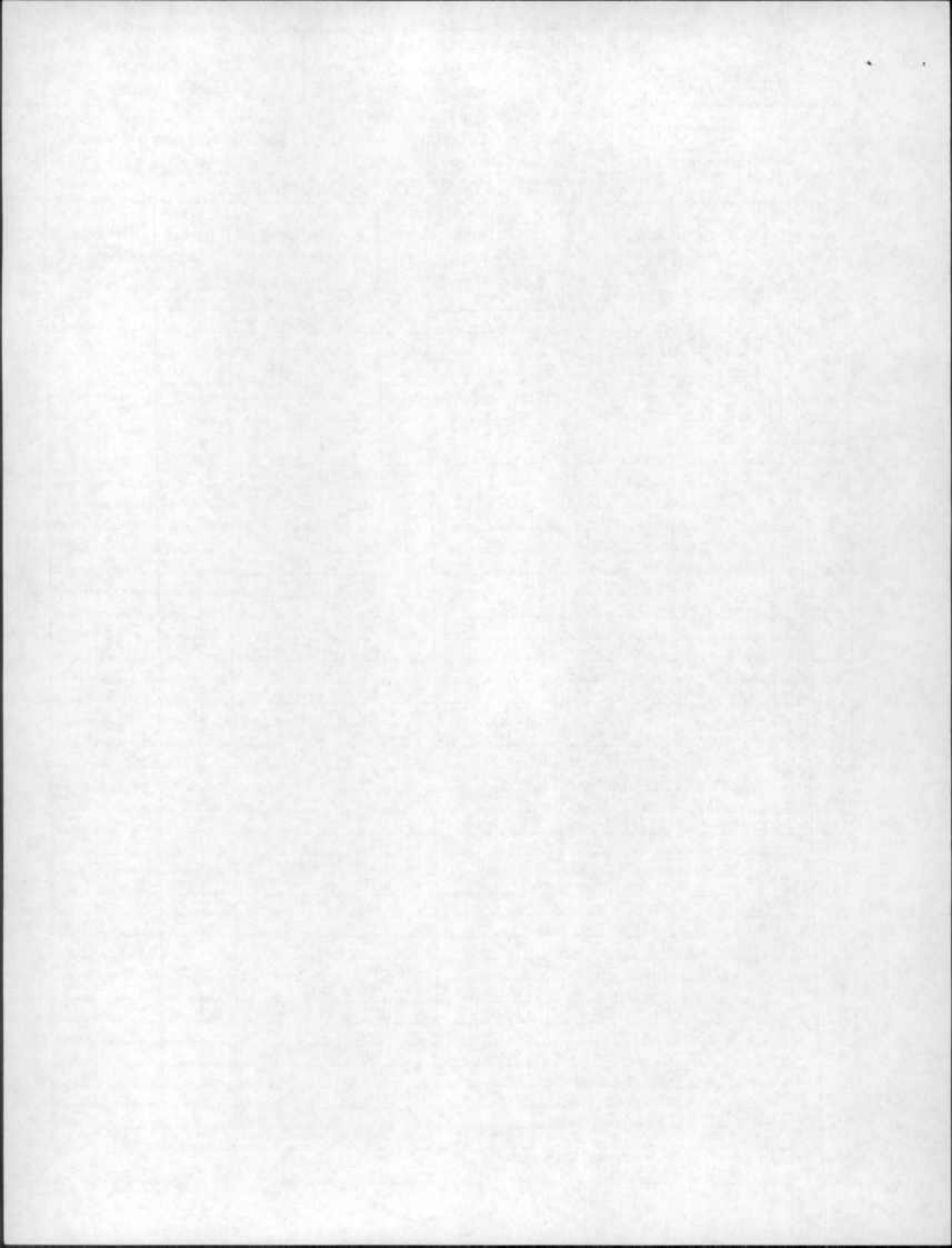
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-142	Cole, Aaron DeShawn	C-979	I	04-28-97	11-24-03	Pruned Landfill
97-141	Cole, Aaron DeShawn			04-28-97		
97-140	Wade, Michael Ray			04-28-97		
97-139	Biagi, Jason Dale			04-28-97		
97-131	Reed, Joseph Jeremiah			06-13-97		
97-132	Swann, Joseph Marvin			06-13-97		
97-135	Adams, Phillip Randolph			04-30-97		
97-134	Rabasco, Amanda Grace			04-18-97		
97-133	Taylor, Charles Michael			05-07-97		
97-136	Adams, Phillip Randolph			04-30-97		
97-138	Biagi, Jason Dale			05-16-97		
97-137	Biagi, Jason Dale			05-16-97		
97-165	Key, Martin Lamont			05-06-97		
97-166	Key, Martin Lamont			05-06-97		
97-306	Dodson, William Bennard			07-29-97		
97-307	Dodson, William Bennard			07-29-97		
97-308	Dodson, William Bennard			07-29-97		
97-309	Dodson, William Bennard			07-29-97		
97-493	Jackson Darryl Darnell			11-26-97		
97-476	Rice, David Martin			11-17-97		
97-162	Fowler, Brian Robert			05-12-97		
97-69	Johns, Raymond Mitchell			03-24-97		
97-163	Hartman, Kalin Fey			05-07-97		
97-164	Millett, Craig Edward			05-06-97		
97-152	Wood, Keith			05-13-97		
97-155	Fenwick, Raheim Alden			04-18-97		
97-157	Gale, Joseph Thomas <sup>3rd</sup>			05-30-97		
97-158	Wade, Michael Ray			05-16-97		
97-148	Madden, Shane Brooke			05-19-97		
97-159	Willingham, Brad Allen			05-03-97		
97-160	Willingham, Christopher Michael			05-03-97		
97-161	Cauthen, William Jaumar			04-30-97		
97-144	Hale, Christopher			05-08-97		
97-145	Johnson, Kendrick Terrard			04-29-97		
97-146	Kina, Brett Justin			04-30-97		
97-147	Lewis, Jason Edward			05-08-97		
97-149	Smythers, Barry Dale			04-28-97		
97-150	Swann, Jamahl Aaron Jr.			05-13-97		
97-151	Wade, Christopher Ray			05-03-97		
97-177	Gray, Shaune Anthony	✓	✓	05-07-97	✓	✓

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

Paul Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
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	P.O. Box 275	
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### CERTIFICATE OF RECORDS DISPOSAL

J

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
97-175	Wilson, Daniel Thomas	C-979	7	05-07-97	11-24-03	Bye
97-169	Moore, Jennifer Annette			05-05-97		Landfill
97-171	Shorter, Rodney Lewis			05-05-97		
97-173	Raley, Leanne Elizabeth			05-07-97		
97-172	Thompson, LaKisha Monique			05-06-97		
97-170	Proctor, Derek Szere			05-20-97		
97-492	Spinks, Alton Richard III			11-26-97		
97-488	Terry, Parris Renee			03-11-98		
97-486	Johns, Raymond Mitchell			11-24-97		
97-485	Holland, Benjamin Douglas			12-05-97		
97-418	Grinder, Charles Matthew			04-03-98		
97-411	Wade, Michael Ray			10-10-97		
97-410	Coates, Edward Devon			10-09-97		
97-472	Thompson, Pierre Marcus			11-19-97		
97-473	Thompson, Charleson Orlando			11-19-97		
97-471	Smith, William Allen			11-18-97		
97-470	Zimmerman, Candice Marie			11-19-97		
97-469	Smith, Laura Michelle			11-13-97		
97-467	Hammond, Tytus Paul Floyd			11-22-97		
97-466	Hayes, Dena Marie			11-12-97		
97-465	Dorsey, William Howard-Alexander			11-22-97		
97-464	Bellemeare, Kelli Leighann			11-22-97		
97-461	Jenkins, Marian Antonie			11-07-97		
97-462	Brown, Harvey			11-07-97		
97-463	Gatling, Kwansi Lateef			11-07-97		
97-459	Wade, Michael Ray			11-03-97		
97-424	Miller, Jason Allen			10-15-97		
97-491	White, John Michael			11-25-97		
97-423	Wade, Michael Ray			10-10-97		
97-422	Ford, Sean Clifton			10-10-97		
97-421	Dreher, Paul Gregory Marquise			10-16-97		
97-420	Dimichele, Anthony Steven Jr			10-15-97		
97-419	Brown, Michael Donnie			10-31-97		
97-382	Reeves, Antonio Jerrell			09-03-97		
97-449	Napier, Bill III			11-10-97		
97-448	Jackson, Darryl Darnell			11-04-97		
97-447	Barnes, Harold Joseph			11-03-97		
97-433	Moodispaugh, Dustin Elwin			11-05-97		
97-434	Moodispaugh, Dustin Elwin			11-05-97		
97-435	Moodispaugh, Dustin Elwin	✓	✓	11-05-97	✓	✓

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

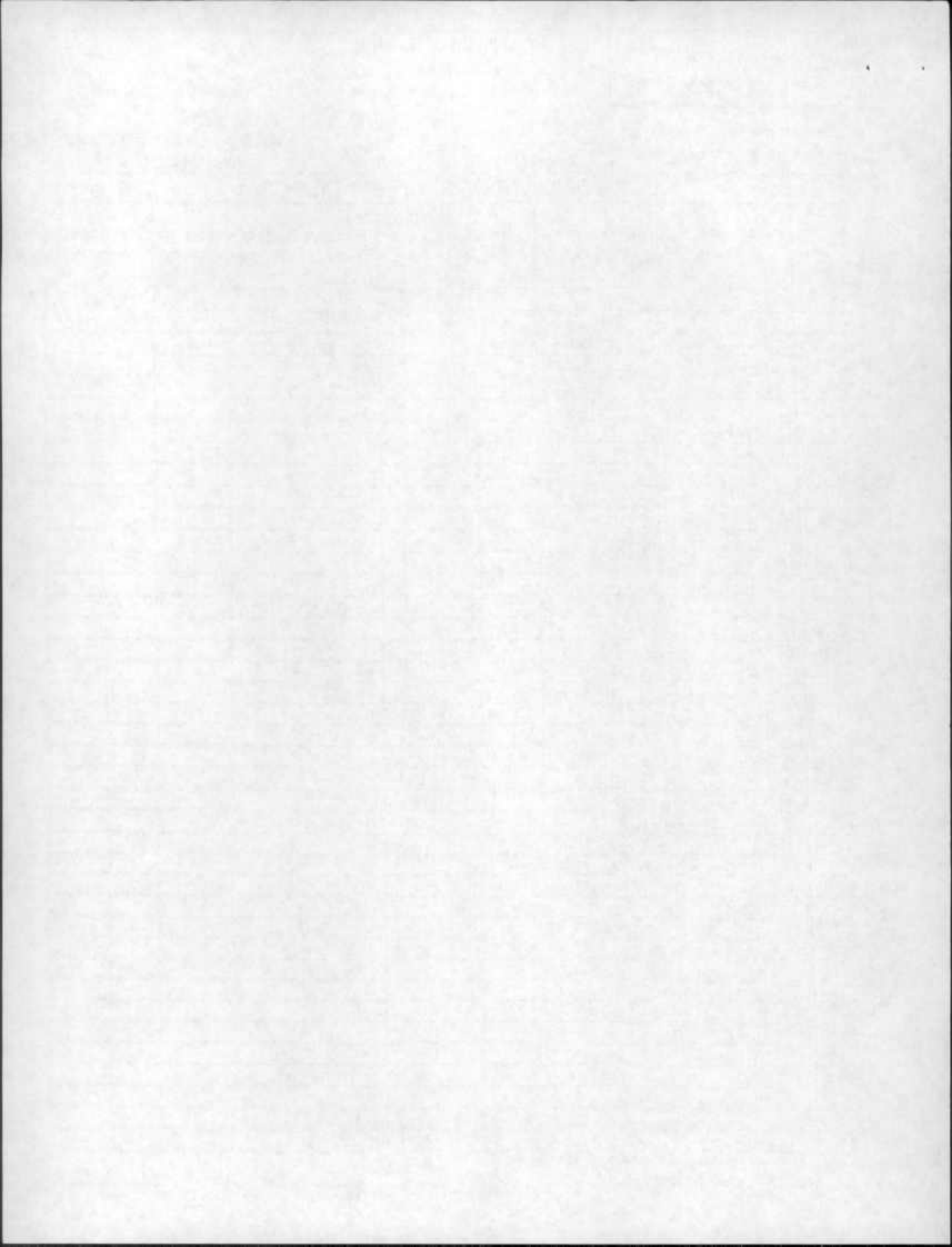
*Dail Graves*

Signature

Title

11-24-03

Date



	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
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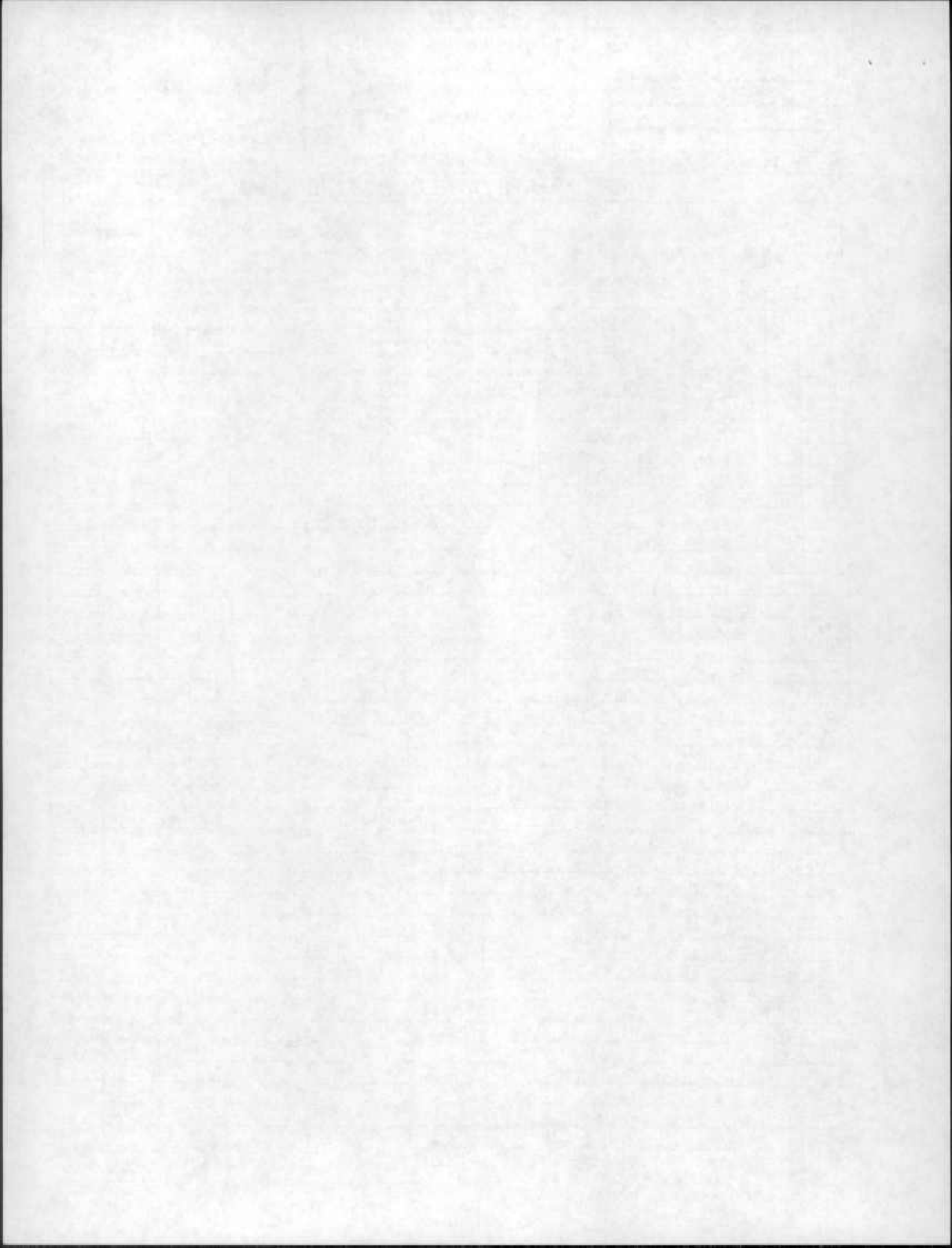
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-436	Moodispaugh, Dustin Elwin	C-979	Z	11-05-97	11-24-03	Buried
97-427	Queen, Sean Monroe			11-10-97		Landfill
97-428	Swann, Mark Quincy Jr.			10-29-97		
97-380	Proctor, Clayton Keith			08-27-97		
97-381	Wilson, Wayne Eugene Jr.			08-26-97		
97-377	Farrell, Sheri Nichole			09-08-97		
97-376	Williams, Rigney Cedric			08-23-97		
97-378	Hagens, Rodriguez Cornelius			09-11-97		
97-379	Jewell, Christina Marie			09-20-97		
97-375	Mills, Michael James			09-04-97		
97-483	Felton, Ricky Curtis			11-29-97		
97-484	Johnson, Pedro Demond			11-25-97		
97-482	Grinder, Charles Matthew			04-03-98		
97-477	Taylor, Kristen Marie			12-02-97		
97-475	Houston, Lemuel Lionel Jr.			12-04-97		
97-474	Leaman, James Kenneth			11-14-97		
97-22	White, Timothy Patrick			01-27-97		
97-23	Lattimore, Keisha Layne			02-19-97		
97-24	Suthard, Nicholas Earle			01-27-97		
97-25	Tayman, Sean Robert			01-27-97		
97-26	Swann, Jamahl Aaron			11-07-97		
97-27	Swann, Jamahl Aaron			01-17-97		
97-28	Pettka, Travis Lee			01-24-97		
97-29	Roberts, Joseph John			02-05-97		
97-30	Roberts, Joseph John			02-05-97		
97-31	Truntham, Charmain Sharnita			02-05-97		
97-32	Williams, Lavita Faye			02-05-97		
97-33	Brooks, Linda Marie			02-03-97		
97-34	Harper, Tawnakie Leneer			02-26-97		
97-320	Johnson, Jason Linna			08-05-97		
97-321	Green, Jason Raynard			08-12-97		
97-322	Nelson, Thomas Elmer 3 <sup>rd</sup>			08-08-97		
97-325	Dwyer, Kimberly Ann			08-27-97		
97-167	Key, Martin Lamont			05-06-97		
97-168	Butler, Dejuan Alexandria			05-20-97		
97-316	Coates, Carla Nicole			08-27-97		
97-315	Abdullah, Jamilah Alease			08-05-97		
97-317	Coates, Shawte Marie			08-27-97		
97-318	Swann, Valery Shantel			08-05-97		
97-319	Johnson, Jason Linna	✓	✓	08-05-97	✓	

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

Gail Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date



	<b>Department of General Services</b>	
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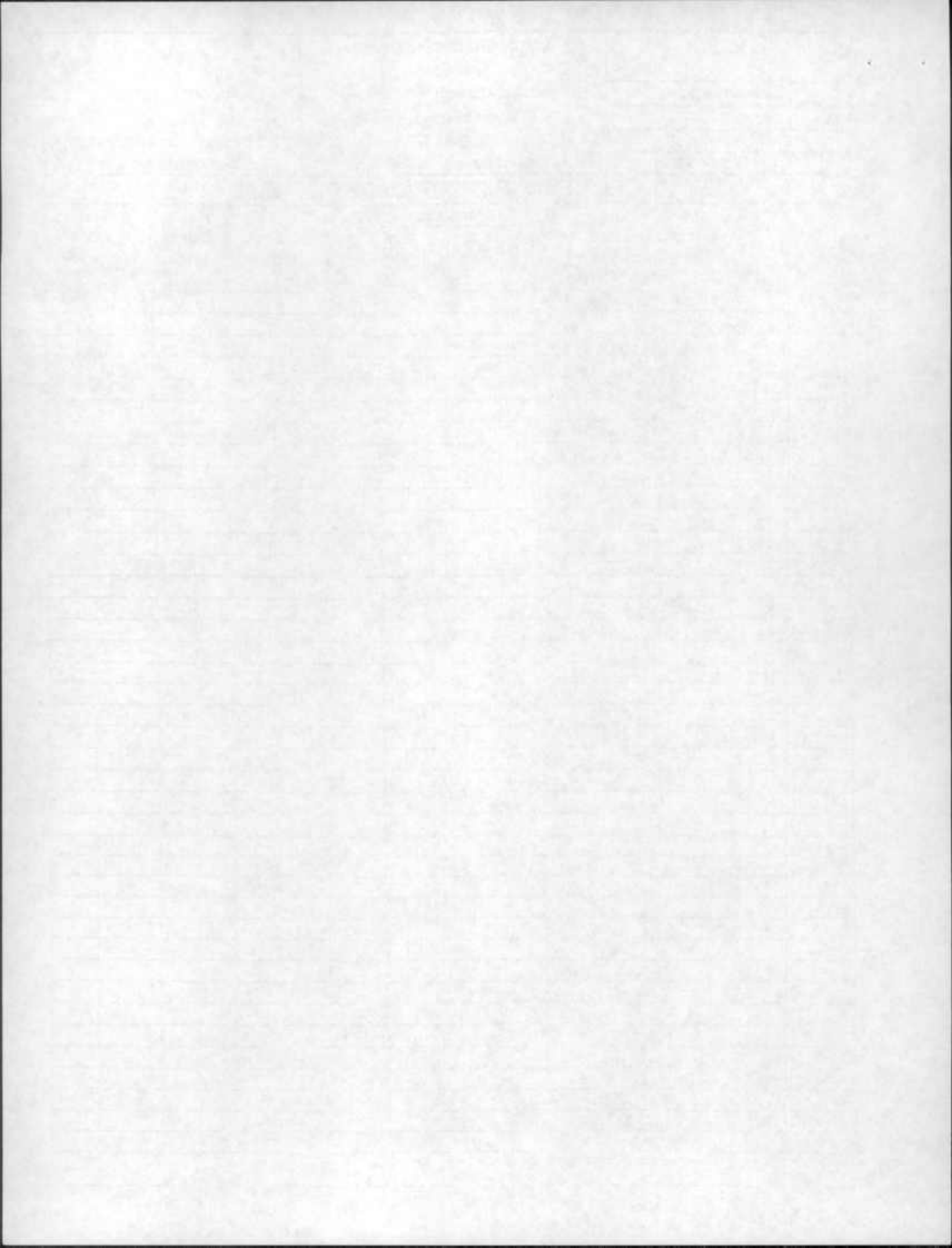
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-116	Francis, Thomas Joseph	C-979	I	3-21-97	11-24-03	Buried
97-117	Francis, Bryan Patrick			3-21-97		Landfill
97-120	Grihaudo, Antonio L.			4-8-97		
97-122	Simpson, Lurray Darrell			4-9-97		
97-123	Butler, Deon Martez			4-24-97		
97-124	Clagett, Thomas William			5-1-97		
97-125	Juliano, Christopher Robert			4-28-97		
97-127	McLane, John Mathew			6-3-97		
97-129	Ricks, Robert E.			4-15-97		
97-130	Middledorf, Brandon Scott			5-16-97		
97-71	Prorator, La Geneva Cherell			3-20-97		
97-72	Williams, Tiffany Michelle			3-19-97		
97-77	Burch, Sharyn Jane			3-14-97		
97-78	Andrews, Jason Allen			3-28-97		
97-79	Fenwick, Raheim Alden			3-28-97		
97-80	Metcalf, Nicholas Andrew			3-31-97		
97-81	Tompkins, James William			4-1-97		
97-83	Katsouras, Philip Lee			3-21-97		
97-84	Katsouras, Philip Lee			3-21-97		
97-85	Katsouras, Philip Lee			3-21-97		
97-100	Katsouras, Philip Lee			3-21-97		
97-101	Francis, Thomas Joseph			3-21-97		
97-112	Francis, Thomas Joseph			3-21-97		
97-113	Francis, Bryan Patrick			3-21-97		
97-114	Francis, Thomas Joseph			3-21-97		
97-115	Francis, Bryan Patrick			3-21-97		
97-58	Douglas, Steven Michael			2-26-97		
97-59	Douglas, Steven Michael			2-26-97		
97-60	Chesley, Corey Lavance			3-7-97		
97-61	Reynolds, Kelly Leann			3-15-97		
97-64	Penn, Michael Steven			3-14-97		
97-65	Maybin, Keith Ricardo			3-14-97		
97-66	Adl, Tariq Abdul			3-19-97		
97-68	Gale, Joseph Thomas III			3-18-97		
97-70	Bennett, Andre Demetrius Jr.			3-14-97		
97-48	Brenton, David Eliathan			3-4-97		
97-49	Midgett, Tami Natasha			3-4-97		
97-50	Riffe, Tonga Renee			3-10-97		
97-51	Proctor, Charles Edwin Jr.			3-4-97		

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

Dail Graves  
Signature

Title

11-24-03  
Date





	<b>Department of General Services</b>	
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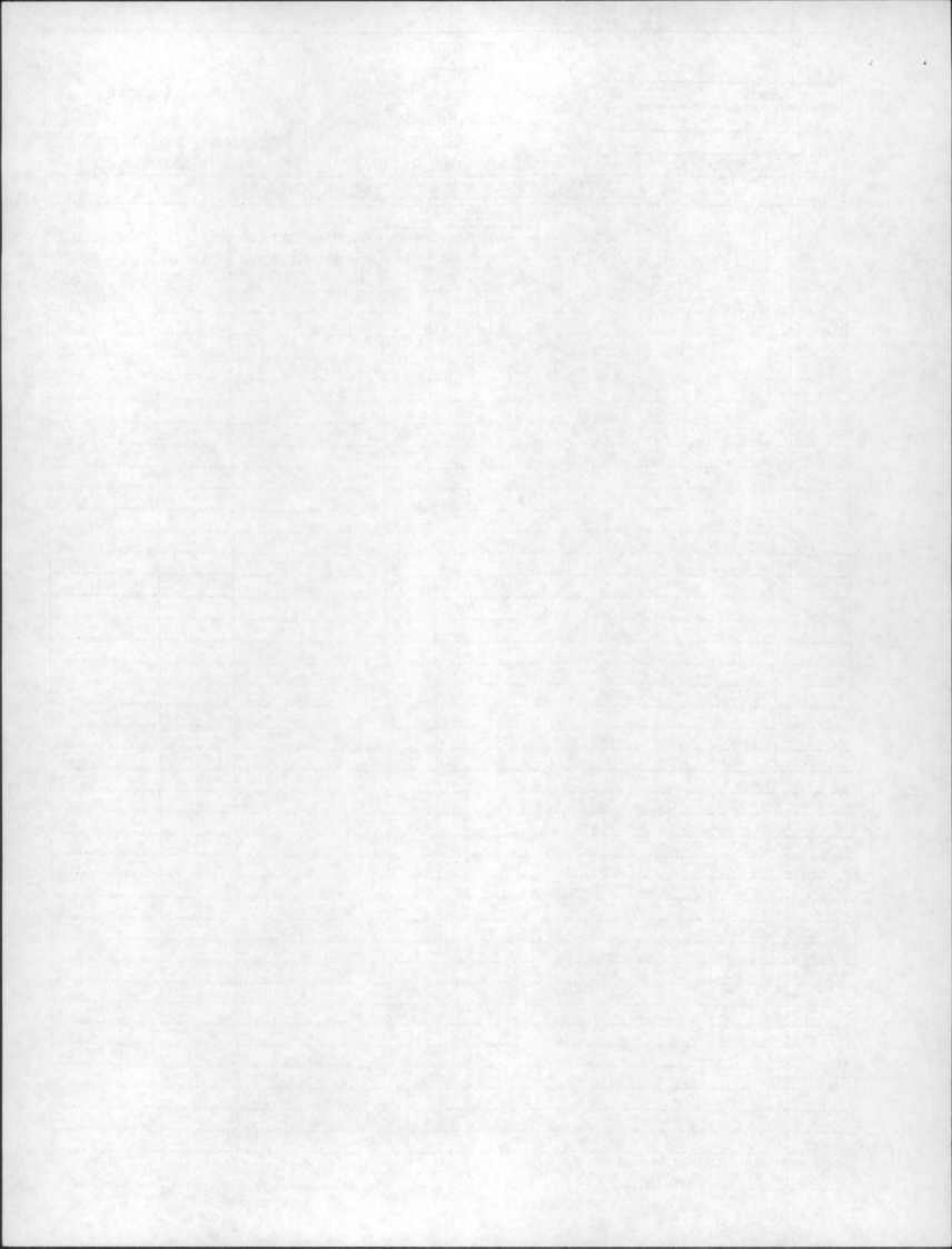
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 96-483	Reed, Joseph Jeremiah	C-979	1	1-24-97	11-24-03	Quarantined
96-500	Swann, Joseph Marvin			1-12-97		Landfill
97-52	Thompson, Derick Michael			3-12-97		
97-53	Cole, Joseph Cornell			3-8-97		
97-55	Quayle, Jessica Ann			3-19-97		
97-56	Rabasco, Amanda Grace			3-1-97		
97-57	Wood, Devine Lionel			3-5-97		
97-35	Winters, Jennifer Lynn			2-16-97		
97-38	Reckner, Marc David Jr.			1-31-97		
97-39	Wright, Zekiyah Alesa			2-5-97		
97-41	Clagett, Corey Daniel			2-20-97		
97-42	Thompson, George Albert			2-18-97		
97-43	Thompson, George Albert			2-18-97		
97-45	Nabisaga, Johnathan Bascon			3-7-97		
97-46	Harris, Crystal Marie			3-4-97		
97-47	Bowman, John Anthony			3-14-97		
96-456	Johnson, Jason Troy			1-31-97		
96-457	Middledorf, Brian Michael			1-28-97		
96-458	" " "			1-28-97		
96-459	Owens, Diane Marie			1-6-97		
96-460	Riffe, James Adam			12-19-96		
96-461	Riffe, James Adam			12-19-96		
96-462	Winfrey, Nicholas Creighton			1-7-97		
96-463	Marrere, Kelvin Martinez			12-18-96		
96-467	Stump, Chad Aaron			12-20-97		
96-468	Buss, Christine Lee			1-10-97		
97-17	Johnson, Shawn Silvester			1-25-97		
97-18	Norcame, Ronald Odell			1-27-97		
96-466	Muse, Shane Thomas			12-18-96		
97-19	Ost, Christopher Joseph			1-27-97		
97-20	Vaughn, Erik Patrick			1-28-97		
96-450	Baley, Tiba Marie			12-18-96		
96-451	Harris, Crystal Marie			12-31-96		
97-21	Westberry, Lori Ann			2-12-97		
96-469	Linkins, Tyrone Wendell			12-27-96		
96-470	Moreland, Brian Andrew			12-27-97		
96-471	" " "			12-27-96		
96-453	Jackson, Rhian Danielle			1-8-97		
96-496	Simpson, Luray Darrell			2-5-97		

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

Paul Graves  
Signature

Title

11-24-03  
Date



	<b>Department of General Services</b>	
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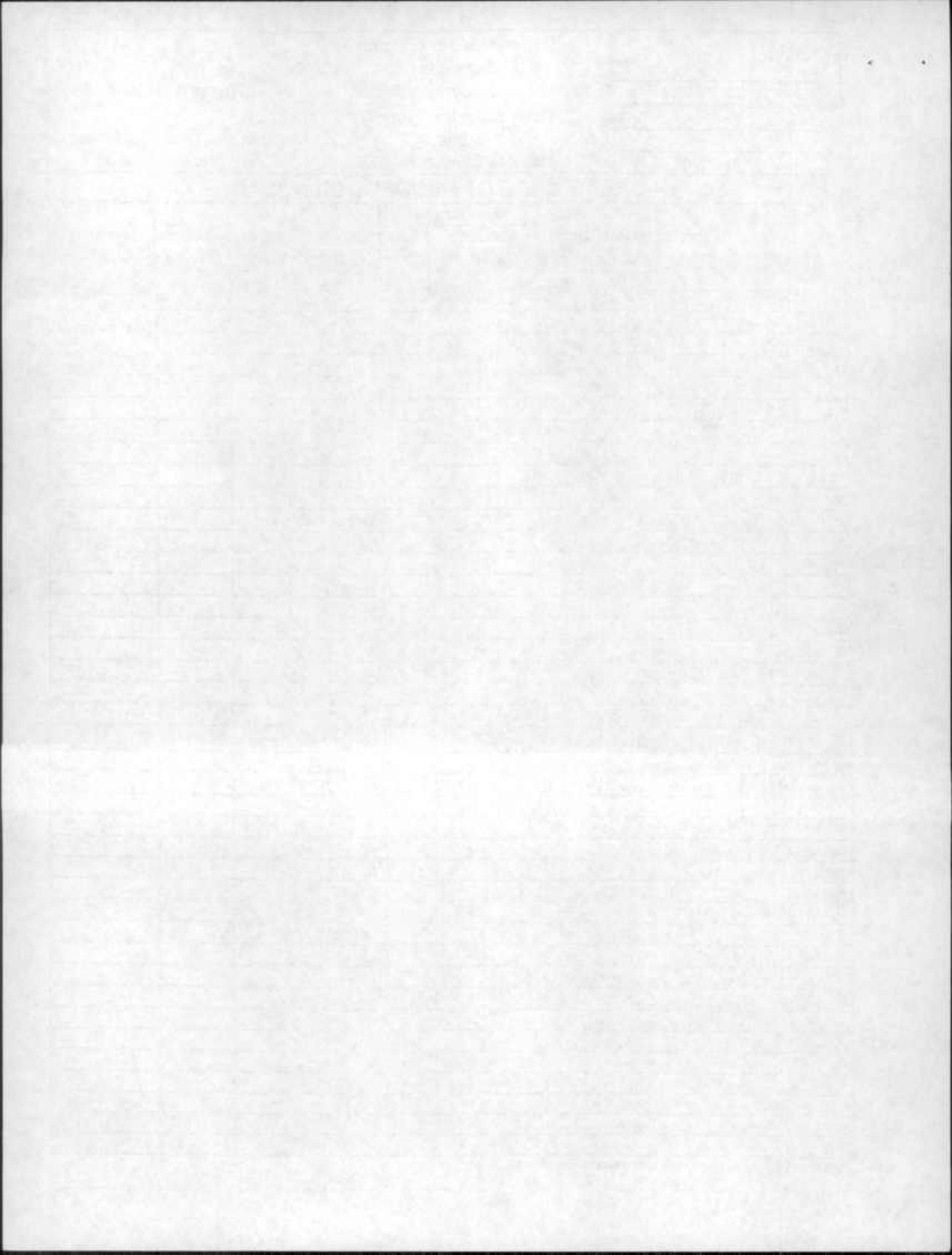
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-13	Villena, Victor Matthew	C-979	I	01-24-97	11-24-03	<i>By Landfill</i>
97-16	Dorsey, William Nathan Jr.			02-07-97		
96-497	Tayman, James Michael			01-12-97		
96-493	Frischholz, Neil Lawrence			01-03-97		
96-494	Kelly, Ronnie Lee			12-27-96		
96-498	Pettko, Travis Lee			01-24-97		
96-436	Knapp, James Dempsey Jr.			12-06-96		
96-437	Knapp, James Dempsey Jr.			12-06-96		
96-438	Schulz, William Richard			12-09-96		
96-446	Bicknell, Jennifer Gail			01-03-97		
96-447	Bicknell, Jennifer Gail			01-03-97		
96-430	Plater, NeKeya Marie			12-05-96		
96-431	Roberts, Tobias Demtrius			11-26-96		
96-432	Wentz, Brian David			11-27-96		
96-434	Knapp, James Dempsey Jr.			12-06-96		
96-435	Moreland, Brian Andrew			12-04-96		
96-423	Carrington, Nicholas Alexander			11-25-96		
96-424	Coates, Edward Devon			11-26-96		
96-425	Green, Tyrone Vernell			01-17-97		
96-426	Hover, Joshua Dale			12-30-96		
96-427	Hover, Joshua Dale			12-30-96		
96-428	McKay, Tehran Aaron			11-26-96		
96-429	Miller, Anton Sylvester III			12-02-96		
96-412	Fitzpatrick, Stephen Edward			11-27-96		
96-414	Burkett, Harry Luther Jr			11-22-96		
96-415	Linkins, Clifton Tyrone			12-04-96		
96-416	Neal, Gregory Lyndall			11-22-96		
96-417	Farmer, Shawn Tyrell			11-27-96		
96-418	Moreland, Brian Andrew			12-04-96		
96-419	Nelms, Joseph Albert			12-04-96		
96-420	Nelms, Joseph Albert			12-04-96		
96-421	Fenwick, Jamar Abdu.			12-06-96		
96-422	Rayle, James Edward			12-06-96		
96-401	Muse, Shane Thomas			11-13-96		
96-404	McNey, Christopher Stephen			11-27-96		
96-405	White, Jeremy Kirk			11-27-96		
96-406	Cole, Jeff Allen			11-18-96		
96-407	Jones, Elizabeth Marilyne			11-19-96		
98-47	Fenwick, Damine Gerald			02-12-98		
98-48	Strickland, Charles T.			02-12-98		

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

*Carl Graves*  
Signature

Title

11-24-03  
Date



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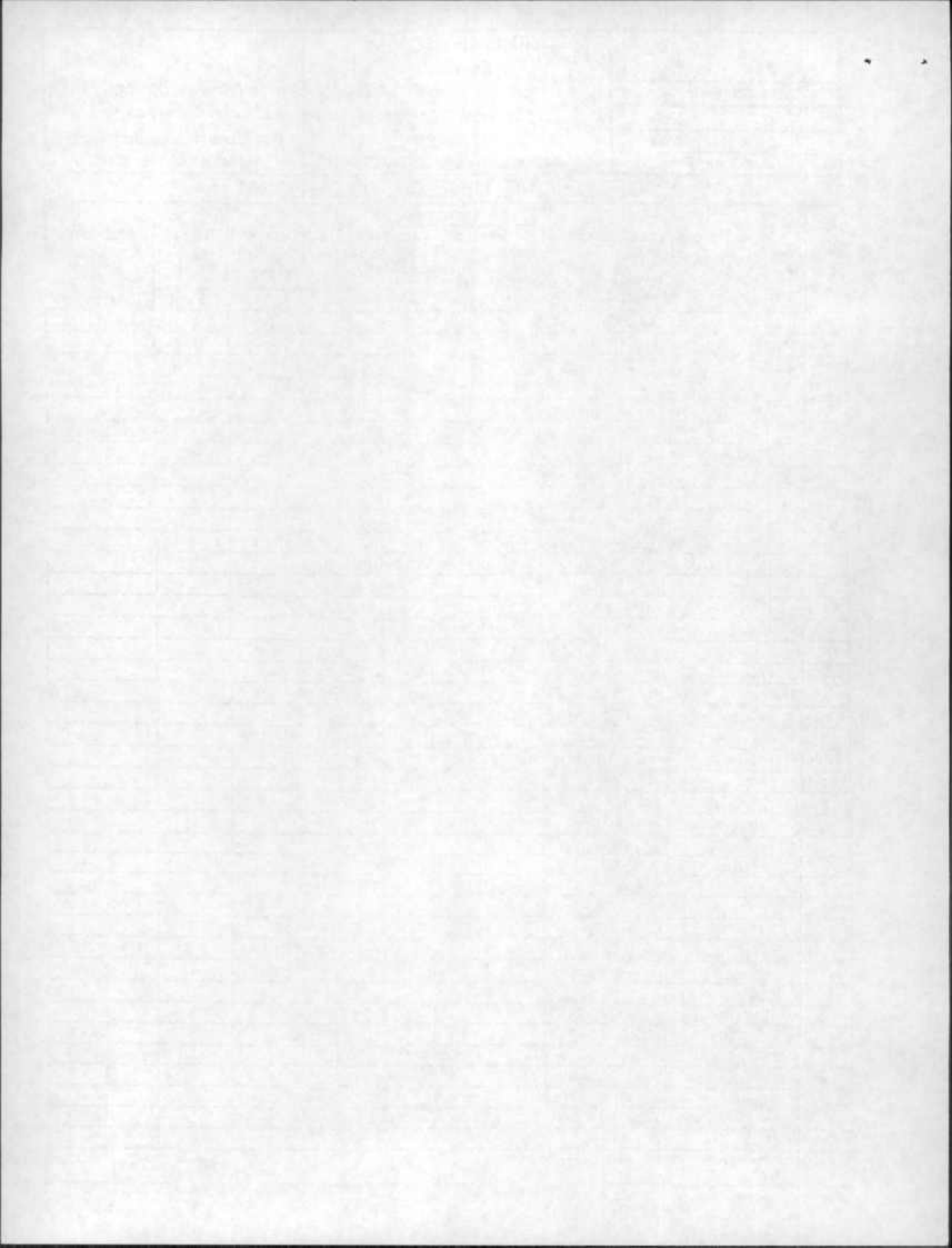
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-49	Williams, Promise Levon	C-979	I	02-13-98	11-24-03	Buried
98-46	Eichmann, Brian Russell			02-10-98		Landfill
98-43	Bowles, James Lynn			02-11-98		
98-41	Rainey, Robert Austin			02-17-98		
97-504	Dixon, Nikitta Marie			12-05-97		
98-40	Gross, Stephanie Taneka			02-16-98		
98-39	Gorham, Edward Muse Jr			02-10-98		
98-38	Debord, Timothy Lee			03-06-98		
98-37	Strobel, John Glen Jr			02-20-98		
98-35	Teams, Corey Lamont			01-30-98		
98-34	Teams, Corey Lamont			01-30-98		
98-29	Coetzee, Elzanne Willene			02-05-98		
98-30	Williams, Sarah Lejune			02-25-98		
98-28	Strobel, John Glen			02-05-98		
98-24	Coates, Shawte Marie			02-20-98		
98-22	Allen, Steven Richard			02-03-98		
98-23	Villena, Victor Mathew			02-16-98		
98-19	Allen, Steven Richard			02-03-98		
98-20	Allen, Todd Richard			02-03-98		
98-18	Millett, Craig Edward			01-30-98		
98-21	Belkov, Steven Alan Jr			02-09-98		
98-17	Millett, Craig Edward			01-30-98		
98-12	Reed, Joseph Jeremiah			01-23-98		
98-11	Coates, Edward Devon			01-09-98		
98-10	Vibar, Mircunda Victoria			01-31-98		
98-56	Ransom, Sharon Ann			03-10-98		
98-57	Miller, Jason Allen			03-13-98		
98-50	Strickland, Charles T.			02-12-98		
98-51	Williams, Promise Levon			02-12-98		
98-52	Bolden, David Jerod			02-17-98		
98-53	Bowman, James DeShaun			02-12-98		
98-54	Brown, Brandon Devon			03-13-98		
98-85	Dorsey, Jermaine Cornelius			03-11-98		
98-86	Douglass, Steven Michael			03-17-98		
98-83	Barkley, Shelton J. 3 <sup>rd</sup>			03-17-98		
98-95	Butler, Clifton Donta			03-19-98		
98-94	Johnson, James Clifton Jr			03-13-98		
98-91	Drake, Jeremy Michael			03-13-98		
98-92	Tarlecki, Damian Kristen			03-13-98		
98-87	Douglass, Steven Michael			03-17-98		

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

*Dan Graves*  
Signature

Title

11-24-03  
Date



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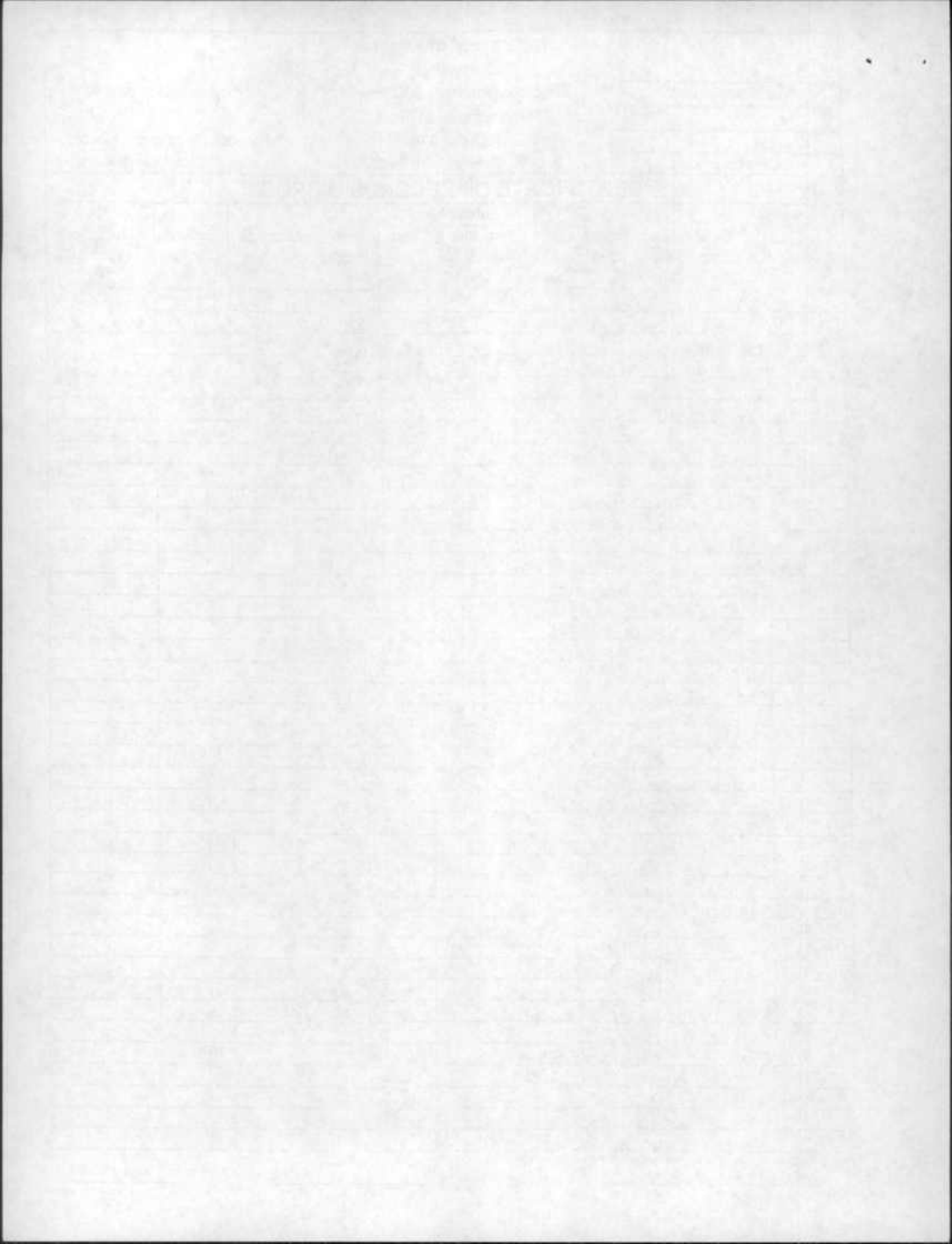
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-88	Edge, Nicholas Allen	C-979	I	04-10-98	11-24-03	Buried
98-80	Witmer, Jason Michael			03-16-98		Landfill
98-76	Bowman, Tyisha Annette			03-25-98		
98-77	Burroughs, Steven Darnell			03-18-98		
98-78	Fenwick, Jawan Trumain			03-21-98		
98-79	Mayhew, Aaron Landreth			03-24-98		
98-69	Bowman, Tyisha Annette			03-25-98		
98-70	Bowman, Tyisha Annette			03-25-98		
98-67	Belkov, Steven Allan			03-03-98		
98-68	Belkov, Steven Alan Jr.			03-13-98		
98-66	Byers, Sherwood aka Reid, Tonie Martin			03-11-98		
98-65	Wiggins, Denise LaShawn			03-02-98		
98-61	Guy, Douglas Wayne Jr.			03-03-98		
98-62	Spinks, Alton Richard III			03-27-98		
98-09	Parsons, Patrick Elliott			01-09-98		
98-08	Thompson, Ricco Marcus			01-16-98		
98-07	Sharp, Richard Eugene III			01-16-98		
98-04	Milstead, Lloyd Edward			01-20-98		
98-03	Lyles, Keith Louis			01-15-98		
98-01	Smith, Christopher Michael			01-09-98		
98-02	Wilson, Jason Dwayne			01-19-98		
97-528	Standa, Tina Louise			01-10-98		
97-527	Sharp, Richard Eugene III			01-08-98		
97-526	Knott, Daniel Tyrone			01-07-98		
97-525	Johnson, Shawn Sylvester			12-31-97		
97-460	Wade, Michael Ray			11-03-97		
97-520	Sullivan, Christopher Bruce			01-09-98		
97-519	Sullivan, Christopher Bruce			01-09-98		
97-518	Stewart, Ivan Larenta			12-29-97		
97-517	Stewart, April Marie			01-03-98		
97-515	Spinks, Alton Richard III			12-19-97		
97-513	Adams, Phillip			12-11-97		
97-512	Watts, Marcella Tanika			01-07-98		
97-511	Lanier, Preston			12-10-97		
97-510	Barnes, James Howard Jr.			12-12-97		
97-508	Fresnell, William Timothy			12-04-97		
97-507	Hammond, Tytus Paul-Floyd			12-05-97		
97-505	Hamlet, Kenneth Michael			12-23-97		
97-503	Johnson, Shawn Sylvester			12-05-97		

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

Gail Graves  
Signature

\_\_\_\_\_  
Title

11-24-03  
Date





	<b>Department of General Services</b>	
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### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 97-500	Clark, Edwina Eugena	C-979	I	11-25-97	11-24-03	Burned Landfill
97-499	Peterson, Dustin Joseph			12-04-97		
97-498	Houston, Robert Peter			07-17-98		
97-432	Moodispaugh, Dustin Elwin			11-05-97		
97-497	Davis, Richard Eric			12-08-97		
97-496	Davis, Richard Eric			12-08-97		
98-71	Bowman, Tyeisha Annette			03-25-98		
98-72	Burroughs, Steven Darnell			03-18-98		
98-73	Bowman, Tyeisha Annette			03-25-98		
98-74	Mayhew, Aaron Landreth			03-24-98		
98-75	Wotjowski, Matthew Thomas			03-18-98		
98-06	Coates, Edward Devon			01-09-98		
98-105	Thomas, Jermaine Devon			03-28-98		
98-106	Atkins, Christopher Robert			04-06-98		
98-102	Johnson, James Clifton			03-13-98		
98-100	Strobel, John Glen Jr.			03-25-98		
98-98	Brown, Christopher Michael			03-23-98		
98-99	Long, Mark Andrew			03-23-98		
98-198	Morris, Melvin Delaney III			05-22-98		
98-197	Muse, Shane Thomas			06-12-98		
98-196	Morris, Melvin Delaney III			05-22-98		
98-195	Thomas, Nicholas Aundru			05-19-98		
98-194	Peterson, Dustin Joseph			06-10-98		
98-193	Marrero, Melanie Marie			05-21-98		
98-192	Lee, Dawn Michele			06-08-98		
98-191	Herbert, David Evan			06-01-98		
98-190	Hall, Richard Mark Jr.			05-27-98		
98-189	Brown, Kelly Bernard			05-22-98		
98-187	Carter, Justin Edward			05-16-98		
98-188	Gardiner, Jason Omar			05-27-98		
98-185	McLaughlin, Sherod Anders			05-20-98		
98-182	Estevez, Frank Edward Jr.			05-05-98		
98-183	Estevez, Joseph Daniel			05-05-98		
98-184	Estevez, Michael Thomas			05-11-98		
98-179	Frey, Marie Tarese			05-29-98		
98-180	Wilmoth, Joshua Allan			05-05-98		
98-178	Garlock, James Richard Jr.			05-05-98		
98-176	Hedges, Michael Alan			05-06-98		
98-175	Handcock, John Jeffrey			05-05-98		
98-173	Combs, John Ryan			05-20-98		

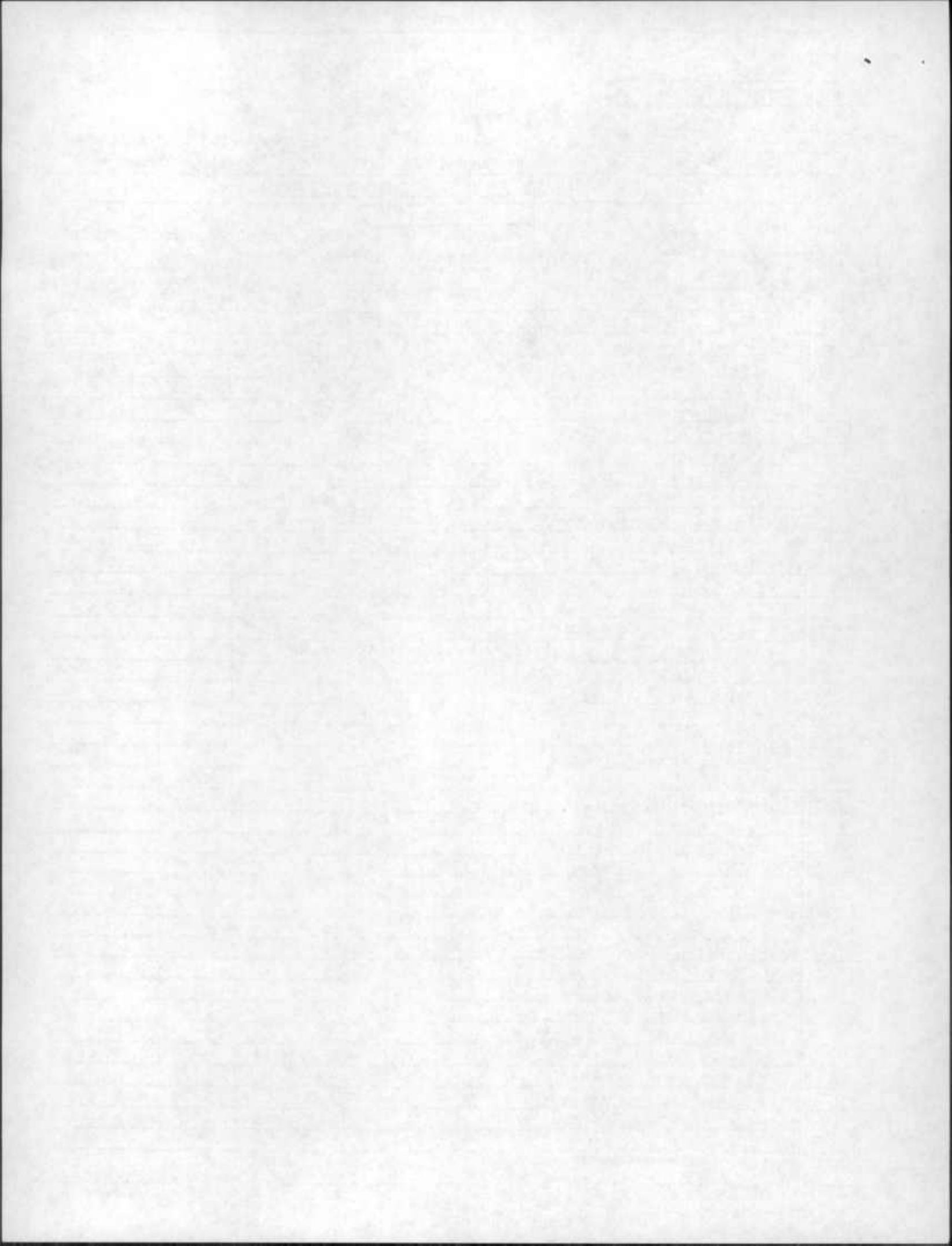
I hereby certify that the records listed were disposed of as indicated.

Paul Graves  
Signature

Title

Date

11-24-03



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### CERTIFICATE OF RECORDS DISPOSAL

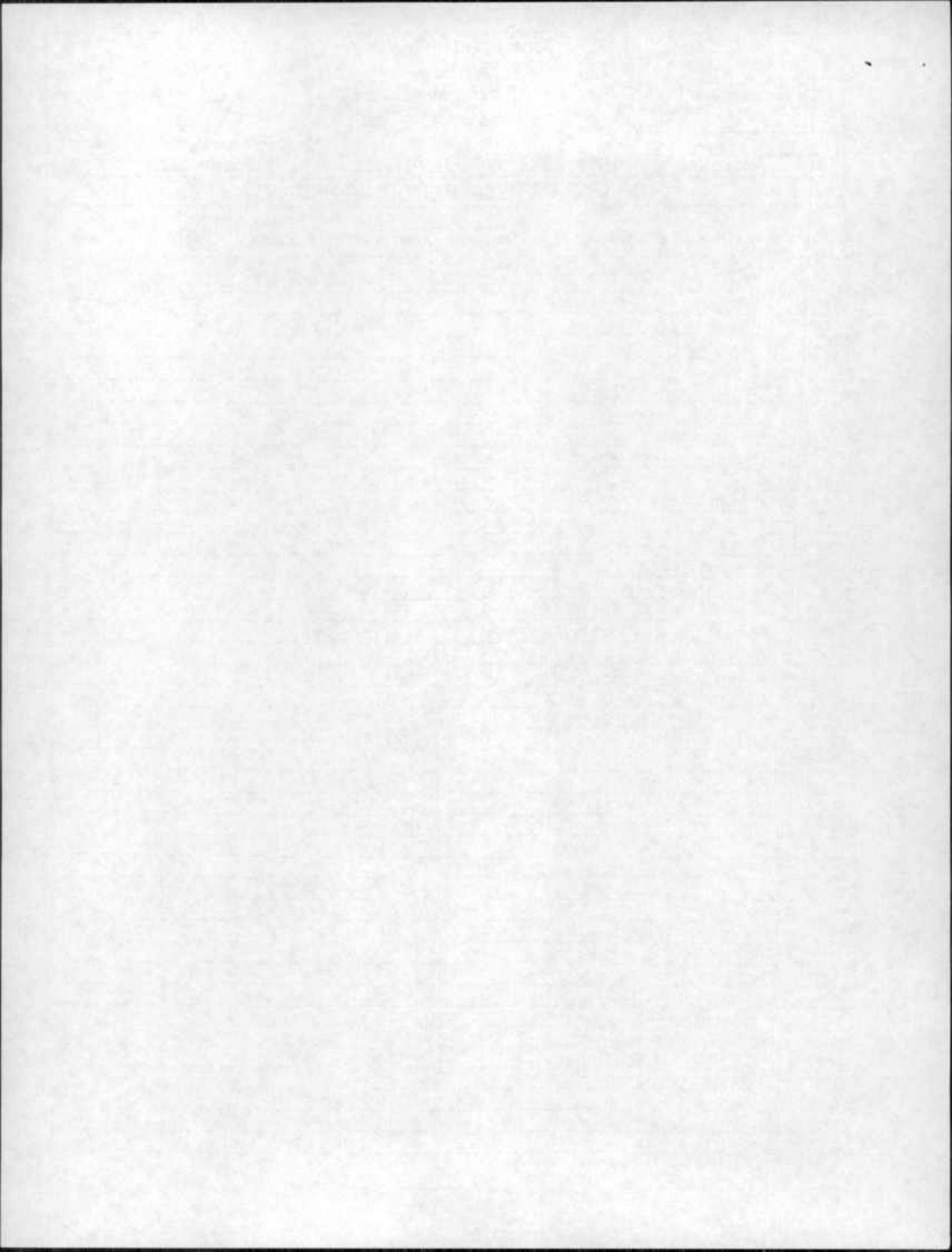
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
J 98-241	Larger, Donald McArthur	C-979	I	06-22-98	11-24-03	Scanned Landfill
98-240	Brown, Terrell Wayne			06-24-98		
98-238	Brown, Kelly Bernard			06-17-98		
98-236	Thompson, Anthony Allen			06-15-98		
98-235	Baker, Calvin Bradley Jr.			06-12-98		
98-229	Rabasco, Angela Marie			06-18-98		
98-227	Milstead, Michael Eugene			07-08-98		
98-226	Douglas, Keisha Minnie			06-15-98		
98-225	Butler, Charles Sylvester			07-08-98		
98-327	Miller, Nathaniel Roy			09-02-98		
98-326	Humphrey, Jason Michael			09-07-98		
98-324	Reeves, Cheryl Lynn			09-02-98		
98-292	Skelton, Jason Timothy			08-05-98		
98-293	Skelton, Matthew Edward			08-05-98		
98-323	Rasnake, David Allen Jr.			09-05-98		
98-322	Fagan, Desmond Taliaferro			09-05-98		
98-353	Johnson, Dana Louise			09-21-98		
98-354	Weigle, Joshua Andrew			10-07-98		
98-352	Hutson, Matthew Donald			09-23-98		
98-351	Hutson, Matthew Donald			09-23-98		
98-223	Atchison, Cory Douglas			07-08-98		
98-210	Miller, Robin Marie			06-01-98		
98-209	Fitzgerald, Steven Wayne Jr			06-15-98		
98-208	Walls, Theresa Gale			06-01-98		
98-207	Richardson, Antoine Lamont			06-01-98		
98-206	Ellsworth, John Michael Jr			06-03-98		
98-205	Brown, William Nathaniel III			06-04-98		
98-346	Harris, Kaneitha Latese			09-09-98		
98-345	Steinmetz, Kelly Heather			09-15-98		
98-338	Yates, Christina Michelle			09-04-98		
98-337	Walker, Heather Sue			09-16-98		
98-336	Unzicker, Kristopher Daniel			09-25-98		
98-335	Unzicker, Kristopher Daniel			09-25-98		
98-334	Meade, Kristine Marie			09-07-98		
98-332	Thompson, Bryce Anthony			09-03-98		
98-342	Brown, Daniel Jeffrey aka Barnes, Daniel Jeffrey			09-03-98		
98-129	Brown, Kelly Bernard			04-08-98		
98-128	Brown, Kelly Bernard			04-08-98		
98-127	Brown, Kelly Bernard			04-08-98		

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Gail Graves  
Signature

Title

11-24-03  
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**Department of General Services**

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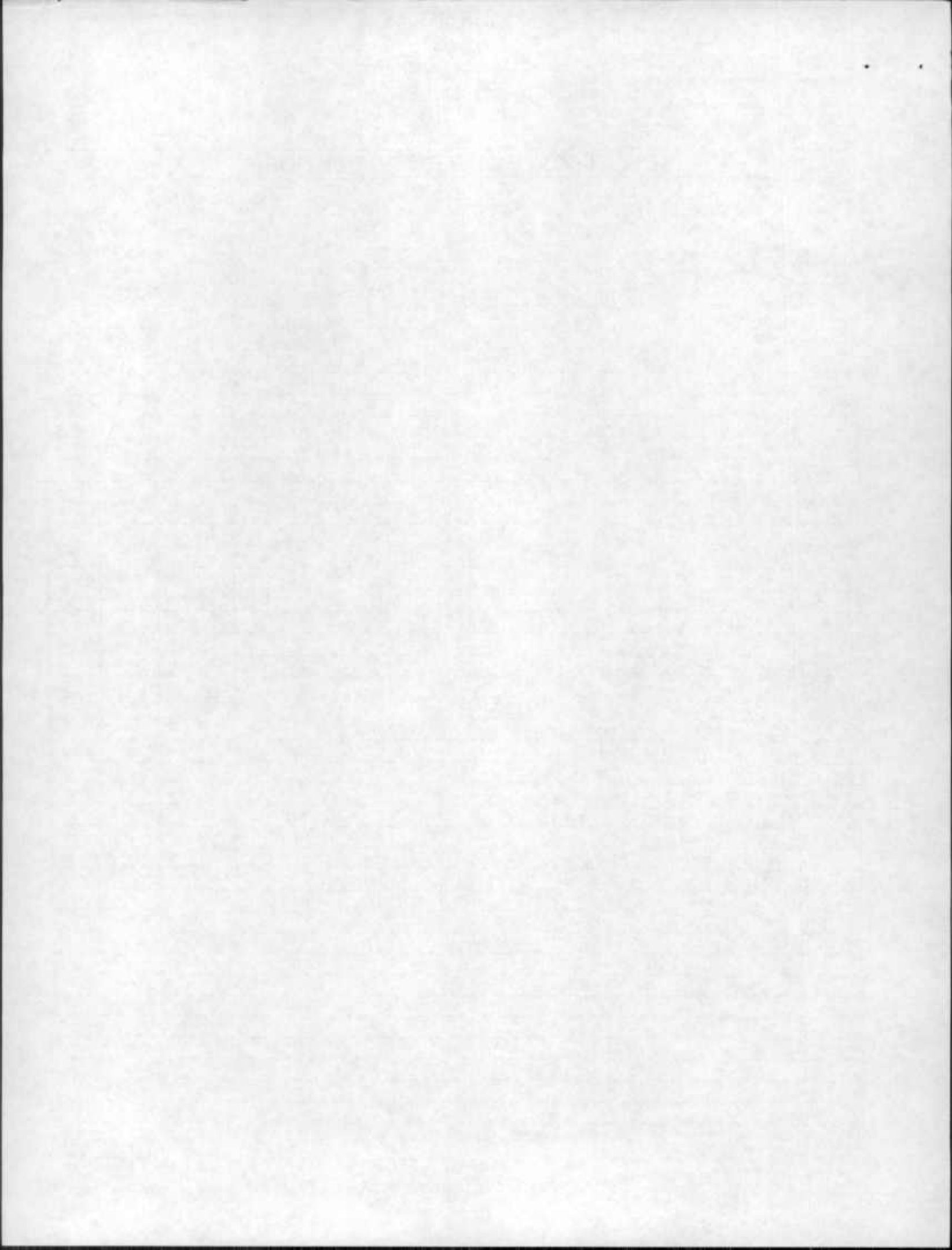
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
99-262	Jameson, Parker	C-979	I	9-23-99	11-24-03	On-site Landfill
99-284	Bramley K. St. Clair			7-21-99		
99-222	Travis St. Clair Green			7-12-99		
99-220	Maxie Sherise Tina			7-9-99		
99-93	Melody Nicole Proctor			12-11-93		
99-460	Danone A.N. Proctor			12-11-93		
99-92	Shawn Tyrell Farmer			3-2-99		
99-259	John K. Hamilton			8-16-99		
99-199	William C. Jobe			6-9-99		
99-278	Jeffrey W. Hamilton			6-9-99		
99-274	Tony L. Felton			8-24-99		
99-272	Gregory W. Brandts			8-24-99		
99-269	Donald T. Bullock			8-20-99		
99-270	Lee G. Lambert			8-20-99		
99-26	Brian A. Long			8-13-99		
99-212	Tanya Lynn Popsely			6-21-99		
99-266	Brian A. Long			8-13-99		
99-209	Daniel Broward			6-11-99		
99-302	Jaron K. Wilson			9-13-99		
99-361	Marcus A. Chase			9-10-99		
99-298	Damion A. Wilson			9-17-99		
99-321	William E. Norwood			10-19-99		
99-320	William A. Lariscu			9-28-99		
99-318	Edward F. Clark			9-29-99		
99-317	Michael D. Taber			9-27-99		
99-117	Battle, Steven Antoine			03-26-99		
99-183	Watson, Michael Lee			05-24-99		
99-116	Wiley, Ashleigh Morgan			03-23-99		
99-181	Yates, Christina Michelle			05-21-99		
99-113	Zeigler, Raymond Michael			03-22-99		
99-178	Bradfield, Shannon Marie			05-07-99		
99-112	Zeigler, Raymond Michael	✓	✓	03-22-99	✓	✓

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Paul Graves  
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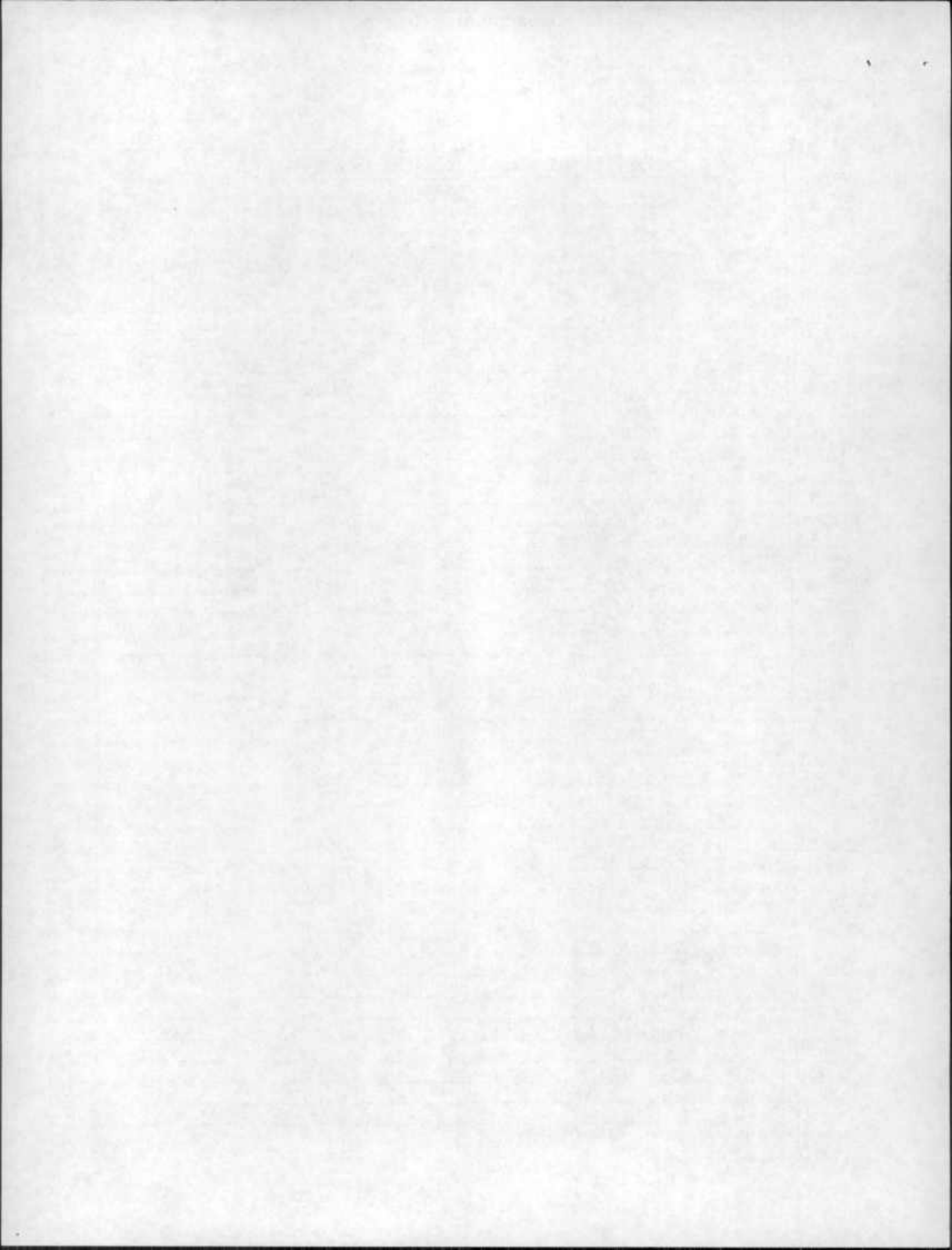
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
94-97	Digangi, Michael C.	0-999	J	5/9/94	11-24-05	Boxed
94-103	Lefevre, Corey Scott			5/9/94		Sanfill
94-104	Phillips, Jonathan			5/9/94		
94-107	Junifer, Andressah			4/19/94		
94-61	Pratner, Jessica			3/21/94		
94-64	Queen, Michael Anthony			4/6/94		
94-65	Lantner, Matthew T.			4/6/94		
94-66	Bran, Melvin Leroy			4/6/94		
94-76	Colloway, Mack Donald			3/21/94		
94-77	Butler, Garrett			3/21/94		
94-281	Alexander, Robert Leon			8/17/94		
94-282	Digangi, Michael C.			8/22/94		
94-297	Chase, Shaune Eugene			9/9/94		
94-298	Hawkins, Anthony R.			9/16/94		
94-299	McDowney, Donte L.			9/16/94		
94-304	Grinder, Charles M.			9/19/94		
94-306	Schaefer, Corey Glenn			9/26/94		
94-253	Kennedy, Stoney Lane			7/28/94		
94-288	Wentz, Brian David			7/28/94		
94-307	Roberts, Albert James			7/28/94		
94-308	Wenk, Daniel Anthony			7/28/94		
94-39	Costen, Jerry Antonio			2/9/94		
94-40	Monroe, Bruce Lindsey			2/9/94		
94-52	Garnison, Jesse H.			3/3/94		
94-54	Tingley, James Eugene			3/9/94		
94-226	Strobel, John Glen			8/2/94		
94-228	Jones, Roy Mitchell			7/26/94		
94-234	Mason, Gordon Anthony			5/8/94		
94-236	Lyon, Angela Michelle			7/26/94		
94-237	Knot, Daniel Tyrone			8/18/94		
94-343	Clements, Christopher			10/11/94		
94-344	Herbert, Kenn James			10/11/94		
95-101	Herbert, Dand E.			10/11/94		
95-100	Smith, Walter Jr.			3/11/95		
95-97	Johnson, Kevin J.			3/8/95		
95-450	Simone, Ross Michael			12/26/95		
95-449	Simone, Ross M.			12/26/95		
95-445	Cornett, Joshua Brandon			1/3/96		
95-444	Riggelman, Joshua A.			1/10/96		
95-428	Carter, Terry Louis			12/12/95		

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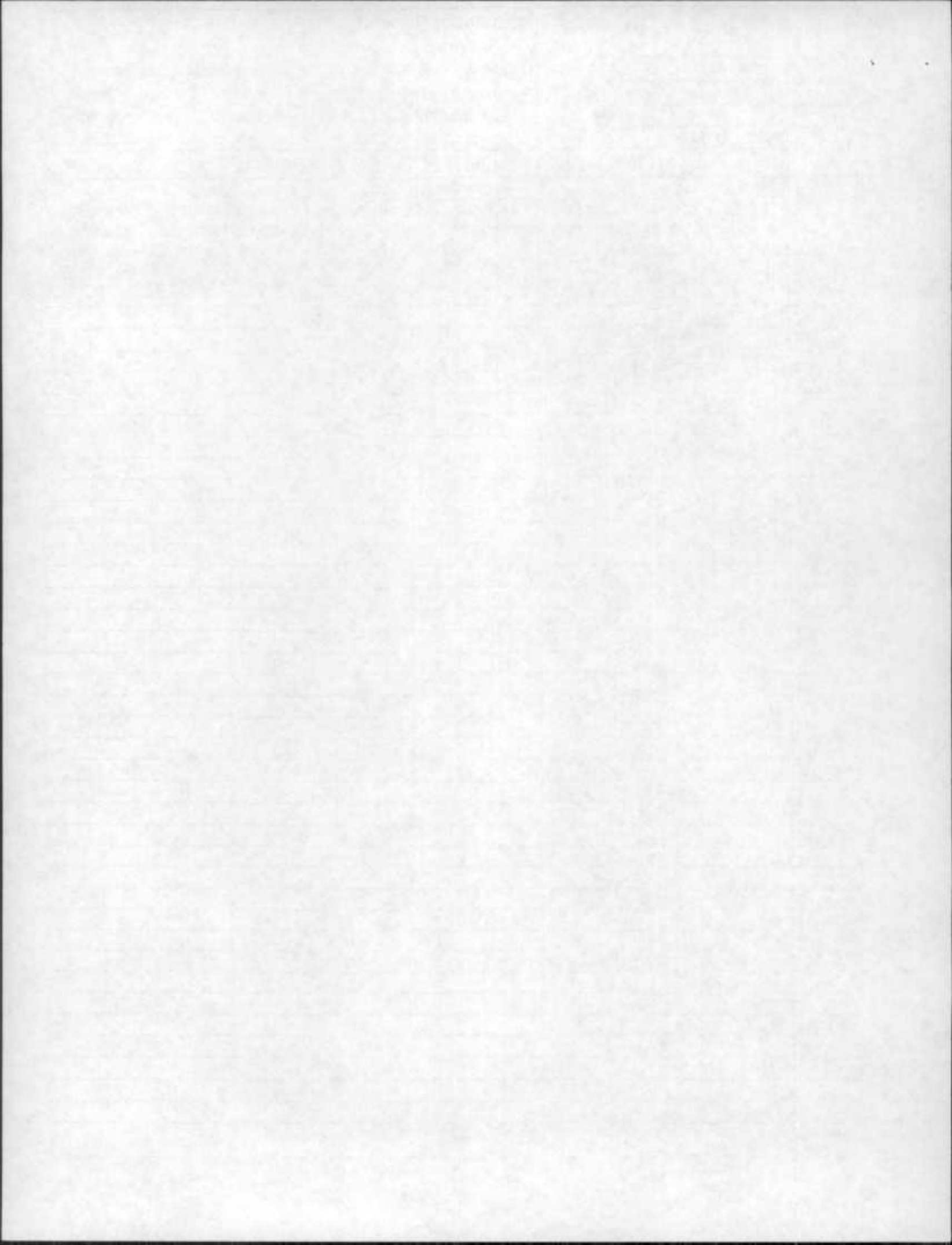
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
94-34	Williams, Maurice Antoine	C-979	1	2-9-94	11-24-03	Direct
94-35	Leonard, John Clinton			2-9-94		Self
94-36	Williams, Maurice Antoine			2-9-94		
94-113	McMahon, Shaun Robert			5-2-94		
94-273	Sams, Steven Wayne			5-2-94		
94-271	Zanko, Marie Diane			8-24-94		
94-267	Nutter, Stephanie Ann			8-17-94		
94-266	Honaker, Darryell Lee			8-17-94		
94-268	Stamey, Andrew			8-17-94		
94-269	Sullivan, Patrick Michael			8-17-94		
94-279	Chavies, Benjamin Truman			7-18-94		
94-218	Chavies, Benjamin Truman			7-18-94		
94-205	Carter, Terry Louis II			6-23-94		
94-201	Morgan, Kinnes Marie			6-2-94		
94-200	Long, Robert Allen Jr.			6-29-94		
94-194	Proctor, Robin Lamar			5-19-99		
94-193	Proctor, Marquis Kalon			6-24-94		
94-186	Stamey, Paul Anthony			6-15-94		
94-187	Stamey, Phillip Arthur, Jr.			6-15-94		
94-188	Honaker, Darryell Lee			6-15-94		
94-185	Green, Robert Clifton			7-18-94		
94-171	Brooks, Linda Marie			6-13-94		
94-162	Monroe, Curtis Maurice			6-6-94		
94-163	Monroe, Bruce Lindsey			6-6-94		
94-146	Sullivan, Patrick Michael			5-31-94		
94-147	Stamey, Andrew			5-31-94		
94-145	Sullivan, Patrick Michael			5-31-94		
94-55	Dahlstadt, James Ray			3-12-94		
94-56	Hall, Brian Jason			3-12-94		
94-57	Hall, Scott Aubrey			3-12-94		
94-58	Haynes, Joseph Richard			3-12-94		
94-59	Jones, Jason Anthony			3-12-94		
94-60	Mettingly, Douglas Eugene			3-12-94		
94-251	Proctor, Charles Wendell			7-27-94		
94-252	Milstead, Michel Eugene			7-27-94		
94-277	Johnson, Darrell Turin			7-27-94		
94-278	Smyth, Antoine Dewayne			7-27-94		
94-177	Fitzpatrick, Stephen Edward			6-8-94		
94-178	Garrison, Jesse Hollister			6-8-94		✓
94-255	Bacan, Jennifer Lynn	✓	✓	6-8-94		✓

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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
94-325	Miller, Paul Garrett	0-999	I	9/19/94	11-24-03	Burned
94-327	Carrington, Charles E.			9/28/94		Incinerated
94-330	Jackson, Jahmal			9/24/94		
94-331	Hancock, Jeremy J.			9/27/94		
94-332	McClure, Joshua A.			9/27/94		
94-334	Stamey, Andrew			9/26/94		
94-309	McMahon, Shawn R.			9/28/94		
94-310	Leaman, James K.			9/28/94		
94-311	Fabrizio, Nichole L.			9/26/94		
94-315	McKinney, Terry Ann			9/25/94		
94-248	Proctor, Charles W.			7/27/94		
94-249	Milstead, Michael E.					
94-317	Savoy, Antoine D.					
94-318	Douglas, John Francis					
94-319	Hicks, Jeffrey Arthur			7/27/94		
94-20	Thomas, Demareo L.			2/28/94		
94-21	Williams, Vanskic D.			2/5/94		
94-24	Canter, Kenneth Richard			2/2/94		
94-25	Hughes, William Dale			3/7/94		
94-27	Deakins, Richard Steven			2/2/94		
94-26	Cornett, Joshua B.			12/8/93		
93-342	Duszyanski, Greg A.			12/8/93		
94-28	Harrison, Richard S.			12/8/93		
94-31	White, Jeremy Kirk			1/31/94		
94-32	Ojo, Oluloba Hildruth			2/15/94		
94-219	Fitzpatrick, Stephen E.			7/25/94		
94-220	Archuleta, Nicholas H.			7/26/94		
94-221	Bell, Kenneth Wayne			7/27/94		
94-224	Proctor, Charles Wydell			7/27/94		
94-225	Snorter, Tyrone D.			7/27/94		
94-241	Wright, Christopher J.			7/30/94		
94-258	Williams, Tracy C.			7/30/94		
94-242	Bennett, Zachariah R.			7/30/94		
94-262	Vonderhulis, Kyle P.			8/22/94		
94-264	Brown, Wayne Anthony			8/21/94		
94-78	Anderson, Joseph Peter			4/8/94		
94-56	Laplosa, James E.			4/8/94		
94-85	Lucini, Ethan Joseph			4/8/94		
94-91	Garnson, Jesse H.			4/18/94		
94-96	Moaning, Sharon D.	✓	✓	5/9/94	✓	✓

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