



~~CONFIDENTIAL~~

SEP 6 705

RECORDS MANAGEMENT  
UNIT

<b>DEPT OF HEALTH &amp; MENTAL HYGIENE</b>	<b>State Records Center</b> Dept of General Services 7275 Waterloo Road P.O. Box 275 Jessup MD 20794-0275 (410) 799-1379	<b>DHMH Instructions:</b>	
EXEC    HCF    PHS    OPS SECRETARIAT		<b>Prepare 4 Copies</b> Distribution: <b>1. YOUR UNIT'S FILE</b> <b>2. RECORDS COORDINATOR (PRGM/ADMIN) FILE</b> <b>3. STATE RECORDS CTR</b> <b>4. DHMH RECORDS OFFICER</b>	
Wicomico County Health Dept. OFFICE / ADMINISTRATION / LOCATION		(Notify before Disposal) (410) 767-5934	
Administration DIVISION / UNIT			

## CERTIFICATE OF RECORDS DISPOSAL

No.	DESCRIPTION OF RECORDS (FROM SCHEDULE FORM) [FORMAT: PAPER, FILM, DISK, ETC]	AUTHORIZATION*		INCLUSIVE DATES OF RECORDS	VOLUME (FT <sup>3</sup> ) (BOXES)	DATE OF DISPOSAL	DISPOSAL METHOD (TRASH, SHRED, BURN, ETC)
		SCHEDULE #	ITEM				
1.	Personal Care Program Cancelled Checks # 101-200			12/11/91-6/25/97 Acct # 14045926		9/15/05	Shred
2.	Birth/Death Acct registers receipt checks # 201-225			10/13/94-9/4/96 #85059210		9/15/05	Shred
3.	Vital records acct Deposit Slips (Blank-extra)			Acct # N/A 531239201		9/15/05	Shred
4.	Checks from Union Trust (no name) Bank check # 302-502			N/A #052000016		9/15/05	Shred
5.	Family Planning Acct register # Blank Checks # 259-488			10/5/77-10/1/89 #55063272		9/15/05	Shred
6.	Petty Cash Acct Blank check # 2062-2404			N/A #52000113		9/15/05	Shred
1.	Checking Acct Register Union Trust check # 146-298			3/2/81-5/19/83 #52000014		9/15/05	Shred
8.	Checking Acct Register Union Trust check # 101-301			5/25/83-5/20/85 #52000016		9/15/05	Shred
9.	Certificate of Deposit Cancelled - Loyola Federal Savings			10/2/80-4/2/81 #1464457-5		9/16/05	Shred
10.	Certificate of Deposit Cancelled - Loyola Federal Savings			11/13/80-5/3/81 #1464573-3		9/16/05	Shred
11.	Checking Acct - Epilepsy Acct Loyola Federal Savings			1981 #13-1403097-7-2		9/16/05	Shred
12.	Checking Acct - Home Health Loyola Federal Savings			4/24/80-5/27/81 #1402859-1		9/16/05	Shred
13.	Certificate of Deposit Cancelled - Loyola Federal Savings			12/17/80-6/17/81 #1464237-5		9/16/05	Shred
11.	Certificate of Deposit Cancelled - Loyola Federal Savings			8/28/81-9/30/81 #1465207		9/16/05	Shred
15.	Certificate of Deposit Cancelled - Loyola Federal Savings			10/8/80-4/8/81 #1464487		9/16/05	Shred
16.	Certificate of Deposit Cancelled - Loyola Federal Savings			8/14/80-2/21/81 #1464355-5		9/16/05	Shred

\*RECORDS MUST BE LISTED ON AN AUTHORIZED SCHEDULE, DGS 550-1, AND MEET RETENTION REQUIREMENTS BEFORE DISPOSAL IS ALLOWED.

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

Brandy Wink  
SIGNATURE

Dir of Admin Services  
TITLE

9/16/05  
DATE

~~CONFIDENTIAL~~

SEP 19

— 705

OS MANAGEMENT  
DIVISION

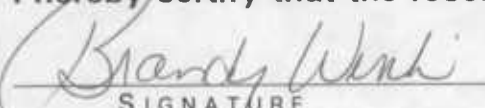

<b>DEPT OF HEALTH &amp; MENTAL HYGIENE</b>	<b>State Records Center</b> Dept of General Services 7275 Waterloo Road P.O. Box 275 Jessup MD 20794-0275 (410) 799-1379	<b>DHMH Instructions:</b>	
EXEC    HCF    PHS    OPS SECRETARIAT		<b>Prepare 4 Copies</b> Distribution: 1. YOUR UNIT'S FILE 2. RECORDS COORDINATOR (PRGM/ADMIN) FILE 3. STATE RECORDS CTR 4. DHMH RECORDS OFFICER (Notify before Disposal) (410) 767-5934	
<i>Wicomico County Health Dept</i> OFFICE / ADMINISTRATION / LOCATION			
<i>Administration</i> DIVISION / UNIT			

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		SCHEDULE #	ITEM				
1.	Certificate of Deposit Cancelled - Loyola Federal Savings			7/1/81 - 11/5/82 #1465116-0		9/16/05	Shred
2.	Certificate of Deposit Cancelled - Loyola Federal Savings			12/18/80 - 12/23/81 #1464653-3		9/16/05	Shred
3.	Certificate of Deposit Cancelled - Loyola Federal Savings			8/7/81 - 2/5/82 #1465122-3		9/16/05	Shred
4.	Checking Acct. - Epilepsy Acct. Loyola Federal Savings - Registered Checks			11/12/83 - 3/10/84 #1403097-7		9/16/05	Shred
5.	Petty Cash Checking Acct Register - check # 1496 - 1804			7/29/91 - 10/14/95 #52000113		9/16/05	Shred
6.	Checking Acct - Signet Bank Register # 305 - 2806			6/11/85 - 4/1/97 #52000016		9/16/05	Shred
7.							
8.							
8.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							

\*RECORDS MUST BE LISTED ON AN AUTHORIZED SCHEDULE, DGS 550-1, AND MEET RETENTION REQUIREMENTS BEFORE DISPOSAL IS ALLOWED.

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



9/16/05  
 SIGNATURE TITLE DATE

SEP 19 2005

RECORDS MANAGEMENT  
DALLAS, TEXAS

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

D.C. Cert. 3-4-F-1-05

3727

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

DATE

CUSTODIAN OF RECORDS AT TIME OF DESTRUCTION

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ACCOUNTING RECORDS	2219		2001			
	Certificates of Deposit	V	1 a, b, c		5	7/12/05	Shred
	Closed Transcript Records		1 a		1	7/12/05	Shred
	Closed Deferred Payment Records		2, 3		1.5	7/12/05	Shred
	Commissioner Daily Transmittals				1.5	7/12/05	Shred
	Court Fund Receipts and Ledger Cards				2	7/12/05	Shred
	Satisfied Bad Checks				.5	7/12/05	Shred
	Purchase Orders & Receiving Reports				1	7/12/05	Shred
	Statistical Report				1	7/12/05	Shred
	Auditors Receipt Copies				.5	7/12/05	Shred
	Bank Statements				1	7/12/05	Shred
	Refund Request Forms				1	7/12/05	Shred
	Petty Cash Reimbursements				.5	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Papenfuss Jr.*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

RECEIVED  
AUG 28  
GMC

*[Faint, illegible handwriting]*

1921



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

D.C. Cert. 3-4-F-1-05

3727

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

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	ACCOUNTING RECORDS	2219		2001			
	Certificates of Deposit	V	1 a, b, c		5	7/12/05	Shred
	Closed Transcript Records		1 a		1	7/12/05	Shred
	Closed Deferred Payment Records		2, 3		1.5	7/12/05	Shred
	Commissioner Daily Transmittals				1.5	7/12/05	Shred
	Court Fund Receipts and Ledger Cards				2	7/12/05	Shred
	Satisfied Bad Checks				.5	7/12/05	Shred
	Purchase Orders & Receiving Reports				1	7/12/05	Shred
	Statistical Report				1	7/12/05	Shred
	Auditors Receipt Copies				.5	7/12/05	Shred
	Bank Statements				1	7/12/05	Shred
	Refund Request Forms				1	7/12/05	Shred
	Petty Cash Reimbursements				.5	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Papenfuss Jr.*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

10

RECORDS MANAGEMENT  
DIVISION

MAR 23 - 2005

2005

Handwritten notes or signatures at the bottom of the page.

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

D.C. Cert. 3-4-CV-1-05

3728

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

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						
	Civil Cases Closed (stripped material only)	2219 II	1, 2, 3	2001	14	7/12/05	Shred
	Landlord/Tenant Cases	2219 II		2001	1	7/12/05	Shred
	Summary Ejectment Money Judgments	2219 II		1992	1	7/12/05	Shred
	Domestic Violence Cases (stripped material only)	2219 III	1, 2	1992	1	_____	_____
	Emergency Evaluations (stripped material only)	2219 III	1, 2	1992	1	_____	_____

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. [Signature]*

*Gladys Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

RECEIVED  
MAY 23 - 2005  
OFFICE OF THE ATTORNEY GENERAL  
DIVISION OF LEGAL COUNSEL

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

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3728

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	CIVIL						
	Civil Cases Closed (stripped material only)	2219 II	1, 2, 3	2001	14	7/12/05	Shred
	Landlord/Tenant Cases	2219 II		2001	1	7/12/05	Shred
	Summary Ejectment Money Judgments	2219 II		1992	1	7/12/05	Shred
	Domestic Violence Cases (stripped material only)	2219 III	1, 2	1992	1	_____	_____
	Emergency Evaluations (stripped material only)	2219 III	1, 2	1992	1.	_____	_____

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2005

*Edward C. Spangenberg*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

RECORDS MANAGEMENT  
DIVISION

PAID

23

*JMS*

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DEC 6 2004  
MARYLAND STATE ARCHIVES

DEPARTMENT OF GENERAL SERVICES  
 Hall of Records Commission  
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3729

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

DATE

CUSTODIAN OF RECORDS AT TIME OF DESTRUCTION

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		Retention Sched. No.	Item No.				
	CRIMINAL						
	CRIMINAL CLOSED (Stripped material only)	2219 IV	2 a, b, c, f	2001	12	7/12/05	Shred
	NATURAL RESOURCE CLOSED (Stripped material only)	2219 IV		2001	2	7/12/05	Shred
	CIVIL CITATIONS CLOSED (Stripped material only)	2219 IV		2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Spangenberg*

*Gladys S. Foster*

Date

State Archivist

Signature of Court Official

County Clerk

Title

8/9/05

Date

Gladys S. Foster

RECORDS MANAGEMENT  
DIVISION

MAR 23

2105

REC 1 2 20



DEPARTMENT OF GENERAL SERVICES  
 Hall of Records Commission  
 Records Management Division  
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3729

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

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		Retention Sched. No.	Item No.				
	CRIMINAL						
	CRIMINAL CLOSED (Stripped material only)	2219 IV	2 a, b, c, f	2001	12	7/12/05	Shred
	NATURAL RESOURCE CLOSED (Stripped material only)	2219- IV		2001	2	7/12/05	Shred
	CIVIL CITATIONS CLOSED (Stripped material only)	2219 IV		2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Spangenberg*

*Gladys S. Foster*

Date

State Archivist

Signature of Court Official

County Clerk

Title

8/9/05

Date

Gladys S. Foster

RECEIVED

AUG 23 2005

RECORDS MANAGEMENT  
DIVISION

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DEC 6 2004  
MARTLAND STATE ARCHIVES

DEPARTMENT OF GENERAL SERVICES  
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 7275 WATERLOO RD., P.O. Box 275  
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3730

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

DATE

CUSTODIAN OF RECORDS AT TIME OF DESTRUCTION

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		Retention Sched. No.	Item No.				
	EXPUNGED CRIMINAL CASES  <i>*To be shredded</i>	2219 Sec IV	2 d&e	2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. [Signature]*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

100

~~RECORDED~~

AUG 23

2105

RECORDS MANAGEMENT

DEC 12 1984

DEPARTMENT OF GENERAL SERVICES  
 Hall of Records Commission  
 Records Management Division  
 7275 WATERLOO RD., P.O. Box 275  
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D.C. Cert. 3-4-CR-2-05

3730

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

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	EXPUNGED CRIMINAL CASES  <i>*To be shredded</i>	2219 Sec IV	2 d&e	2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Spangenberg*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official

Title

Date

Gladys S. Foster

RECEIVED  
DEC 6 2004  
HAWAII STATE ARCHIVES

~~RECORDS MANAGEMENT~~  
AUG 23 - 205

RECORDS MANAGEMENT  
DIVISION

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

D.C. Cert. 3-4-TR-1-05

3732

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

DATE

CUSTODIAN OF RECORDS AT TIME OF DESTRUCTION

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		Retention Sched. No.	Item No.				
	TRAFFIC						
	TRANSMITTALS	2219 IV	2 a&b	2001	1	7/12/05	Shred
	MISCELLANEOUS CORRESPONDENCE			2001	3	7/12/05	Shred
	Z BATCH ENVELOPES			2001	6	7/12/05	Shred
	CLOSED TRAFFIC FILES			2001	8	7/12/05	Shred
	CLOSED NONMATS CITATIONS			2001	1	7/12/05	Shred
	CLOSED CITIZEN ARRESTS			2001	1	7/12/05	Shred
	CLOSED PARKING CITATION			2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Spangenberg*

*Gladys S. Foster*

County Clerk

8/9/05

Date

State Archivist

Signature of Court Official  
Gladys S. Foster

Title

Date

RECORDS MANAGEMENT  
DIVISION

AUG 23 - 2005

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DEC 2 2005



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

D.C. Cert. 3-4-TR-1-05

3732

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland Queen Anne's January 1, 2005

Gladys Foster, County Clerk

COURT

COUNTY

DATE

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	TRAFFIC						
	TRANSMITTALS	2219 IV	2 a&b	2001	1	7/12/05	Shred
	MISCELLANEOUS CORRESPONDENCE			2001	3	7/12/05	Shred
	Z BATCH ENVELOPES			2001	6	7/12/05	Shred
	CLOSED TRAFFIC FILES			2001	8	7/12/05	Shred
	CLOSED NONMATS CITATIONS			2001	1	7/12/05	Shred
	CLOSED CITIZEN ARRESTS			2001	1	7/12/05	Shred
	CLOSED PARKING CITATION			2001	1	7/12/05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Spangenberg*

*Gladys Foster*

Date

State Archivist

Signature of Court Official  
**Gladys S. Foster**

County Clerk

Title

8/9/05

Date

RECORDS MANAGEMENT  
DIVISION

AUG 23 - 2005

*[Handwritten signature]*

RECEIVED  
DEC 6 2004  
MARYLAND STATE ARCHIVES

*[Faint handwritten text]*

11/12/04



~~CONFIDENTIAL~~

SEP 19

*JMS*

RECORDS MANAGEMENT  
DIVISION



Charles C. Stewart's Office

Judicial Services

C-1001

7

~~RECORDED~~

SEP 19

2005

RECORDS MANAGEMENT  
DIVISION



~~CONFIDENTIAL~~

SEP 19

*W.S.*

RECORDS MANAGEMENT  
DIVISION



CERTIFICATE REFERS TO INVOICE NO.:

032224385



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

DATE:

3/30/2008

PURGE

PLEASE PAY PER THIS INVOICE

SERVICE LOCATION:

CHARLES COUNTY SHERIFF OFFICE  
5915 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.:

TRUCK NO.:

TOTAL TIME

HRS. 4

MIN. 30

CLIENT SIGNATURE

*[Handwritten Signature]*  
LIPSTON GORDON

MOBILE CUSTOMER SERVICE REP.:



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



SEP 19

*2005*

RECORDS MANAGEMENT  
DIVISION





SEP 19 *2015*

RECORDS MANAGEMENT  
DIVISION



CERTIFICATE REFERS TO INVOICE NO.: 032231851  
SHRED-IT DC METRO AREA  
850 EAST GUDE DRIVE SUITE H  
ROCKVILLE, MD 20850  
PHONE 301 315-0070

DATE: 6/1/20  
PURG

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.: 330 TRUCK NO.: TOTAL TIME 115 MIN. HRS. 2 MIN. 35

CLIENT SIGNATURE [Signature] PRINT CLIENT NAME

MOBILE CUSTOMER SERVICE REP.: [Name]



WE RECYCLE



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO 4 TREES.

THANK YOU FOR YOUR BUSINESS

## ENVIRONMENTAL IMPACT

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SECURING YOUR OFFICE AND THE ENVIRONMENT





~~CONFIDENTIAL~~

SEP 19 2005

RECORDS MANAGEMENT  
DIVISION





CERTIFICATE REFERS TO INVOICE NO.: 032225732  
SHRED-IT DC METRO AREA  
850 EAST GUDE DRIVE SUITE H  
ROCKVILLE, MD 20850  
PHONE 301-315-0070

DATE: 4/ 6/2001  
PURGE

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.: 330 TRUCK NO.: TOTAL TIME 119 min. HRS. 1 MIN. 54  
CLIENT SIGNATURE [Signature]  
MOBILE CUSTOMER SERVICE REP.: K [Signature]



WE RECYCLE



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO 31 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



Form header area with faint text and lines.

Main body of text, mostly illegible due to fading.

Table with multiple columns and rows, containing illegible data.

SEP 19 1964  
RECORDS MANAGEMENT  
UNIT



# Office of the Sheriff

Charles County, Maryland

**Frederick E. Davis**  
Sheriff

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

September 15, 2005

Mr. Gabriel Lopez  
Maryland Department of  
General Services  
7275 Waterloo Road  
Jessup, Maryland 20794

RE: Certificate of Records Disposal.

Mr. Lopez:

Attached are the Certificates of Records Disposal from the Charles County Sheriff's Office. The documents listed were destroyed on the date indicated. The retention schedule C-2001 was used for this disposal. Please feel free to contact me with any questions or concerns. I can be reached at (301) 609-6411. Thank you in advance for your assistance.

Sincerely;

Lieutenant Stan Gregan # 221  
Commander, Records Management

CONFIDENTIAL

6



SEP 19

2005

RECORDS MANAGEMENT  
DIVISION

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

July 29, 2005

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

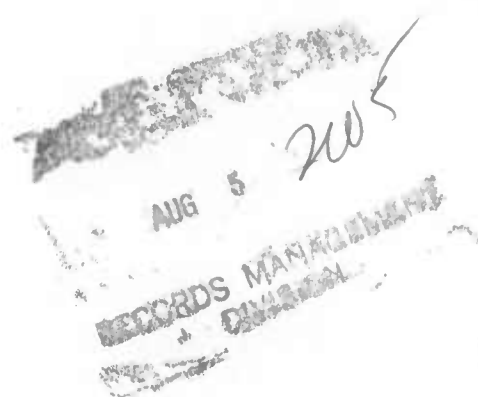
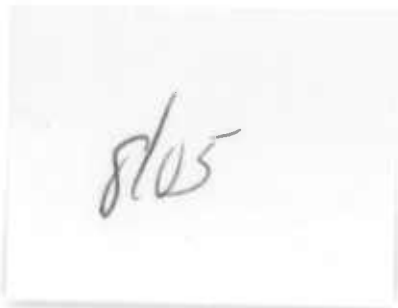
Dear Sir or Madam:

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

Sincerely,

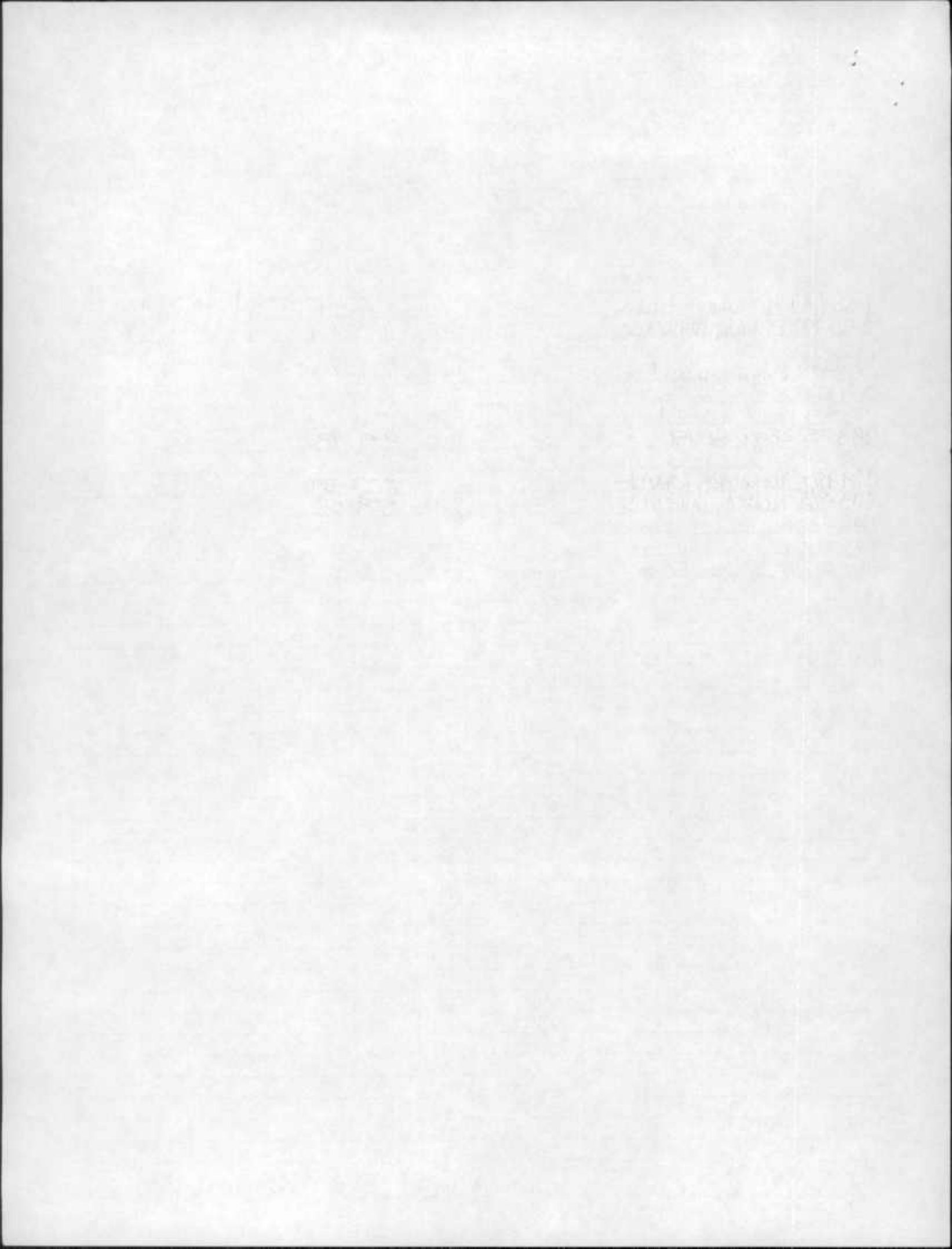
Karen M. Kuhn  
Legal Secretary

Enclosures



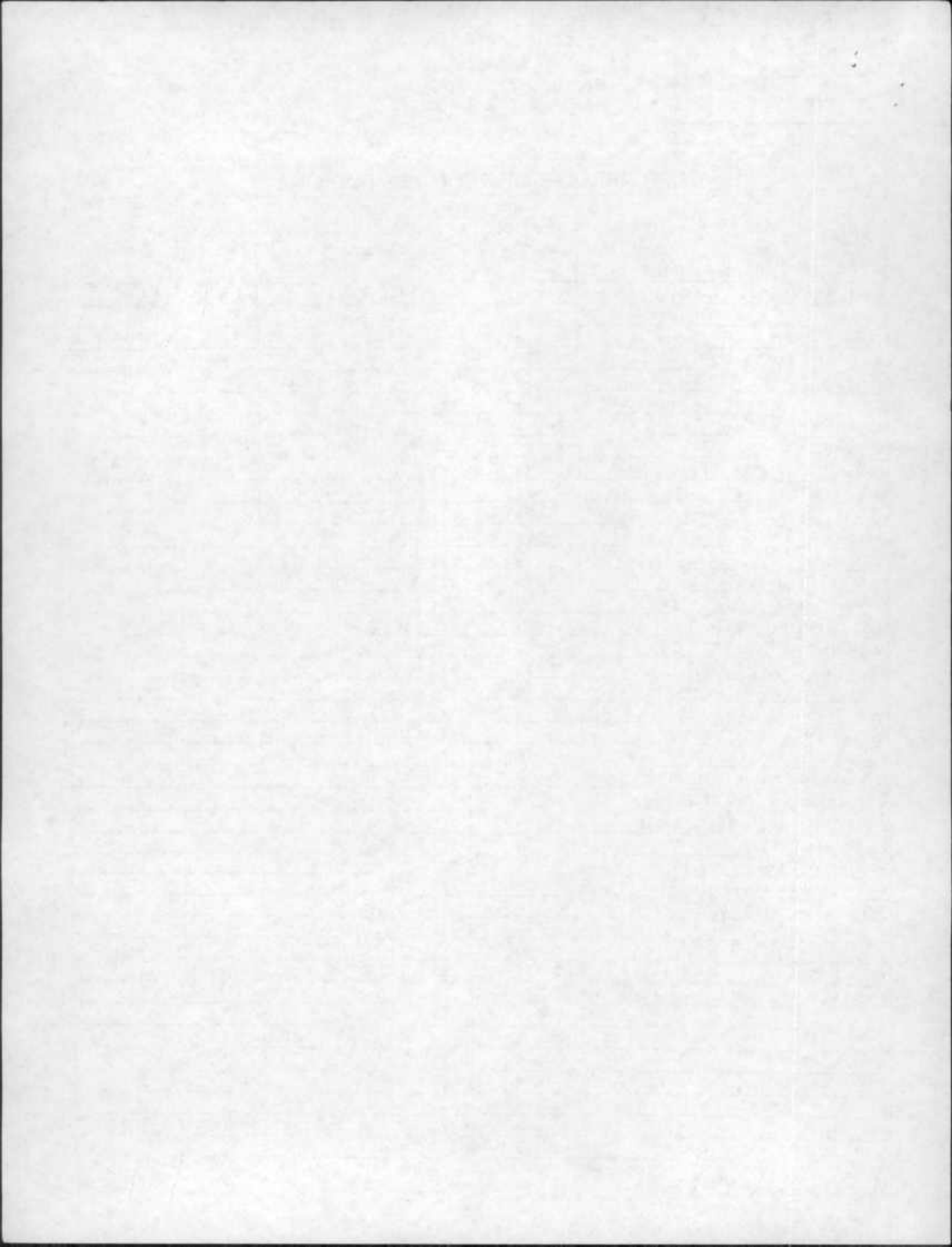
CAPITOL BUILDING  
WASHINGTON, D.C.











**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**

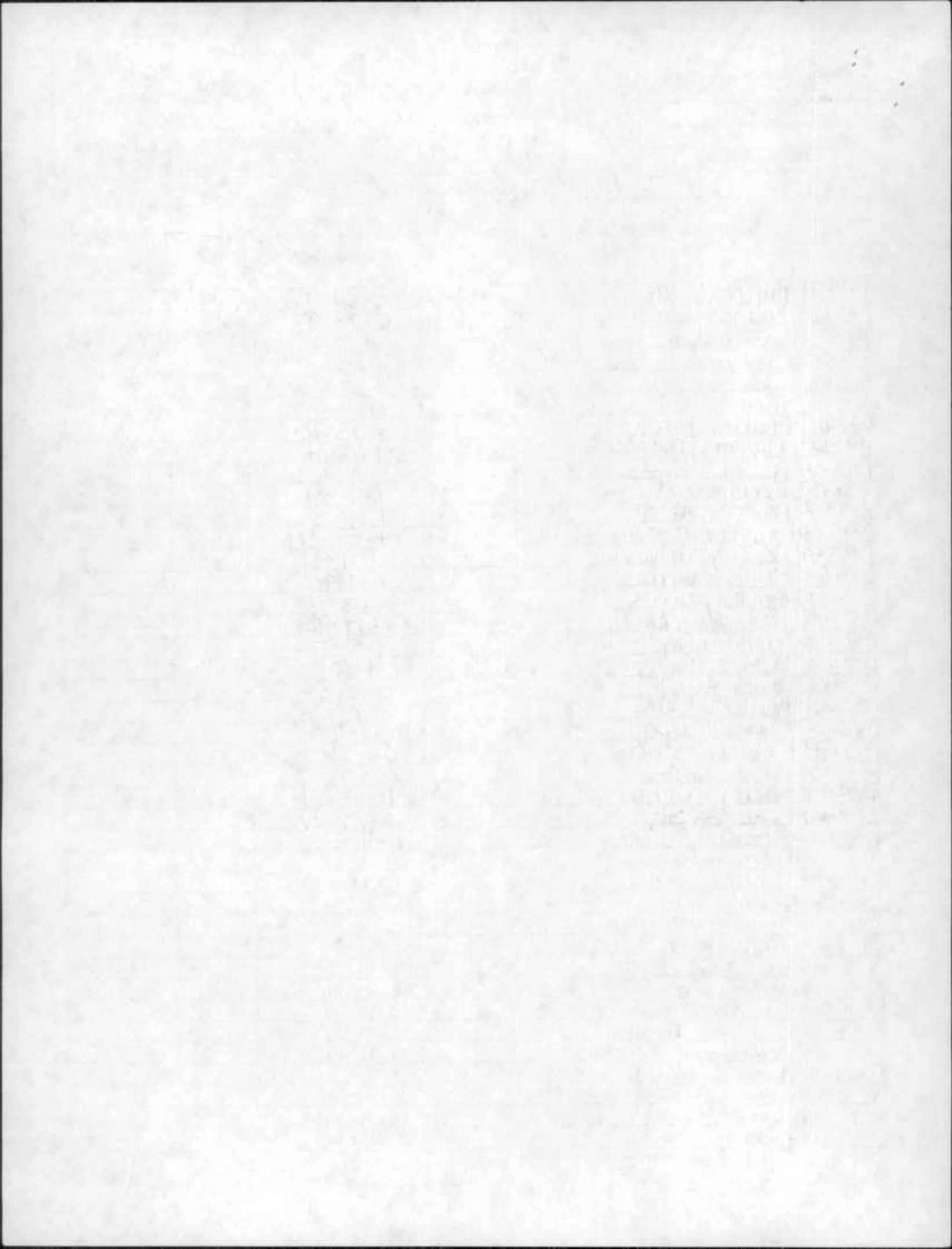
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
PA441	Burton, Wille	C-979	III	3-31-92	6/3/05	
C96-1073	DeLamare, Stella	C-979	III	6-23-97		
PA 90-443	Carlton, Jerome Spans	C-979	III	10-15-90		Bundled
PA97-232	San Francisco Fairley	C-979	III	10-16-97		
PA01-92	Charles M. Abell	C-979	III	8-21-01		In
CV 90-442	Mary Sellner	C-979	III	12-7-89		hand file
P96-167	Caution, JSEPH	C-979	III	8-23-96		
P97-121	Williams, Michael	C 979	III	9-10-97		
PA03-55	Nevada Gross	C-979	III	5-01-03		
C88-153	Bertman, Eric	C-979	III	1-7-89		
E 5357	Morris, Alvin	C-979	III	10-10-85		
C90-181	Wilken, Wesley	C-979	III	1-30-91		
C8597	Jewell, Michael	C-979	III	10-9-91		
C8963	Wills, James	C-979	III	3-7-90		
E7447	Windsor, James	C-979	III	7-23-91		
C87-115	Matterson, Randy	C-979	III	4-17-90		
C8615	Murdoch, David	C-979	III	5-5-97		
P8458	Morris, Wayne	C-979	III	1-1-84		
P85101	James, Albert	C-979	III	5-1-85		
P8257	Mullins, John	C-979	III	4-30-92		
C88-115	Tannehill, Depp	C-979	III	6-17-91		
C86-449	Johnson, David	C-979	III	10-1-86		
CV98-528	Ralph Stratton	C-979	III	1-2-99		
P04-99	Baker, Michael	C-979	III	11-12-04		
CV00-1621	Cora Smith	C-979	III	5-17-01		
P85112	Stewart, Ernest	C-979	III	11-16-98		
CV00-2294	Levy, Charles	C-979	III	4-18-01		
CV95-1883	Anderson Roland	C-979	III	10-13-95		
CV04-1622	Bish, Geary	C-979	III	8-11-04		
CV96-2160	Fearnster, Maurice	C-979	III	12-6-96		
CV01-2108	Haizlip, Mark	C-979	III	4-25-02		
CV05-245	Fletcher, James	C-979	III	3-9-05		
CV95-2559	McLane, David	C-979	III	2-28-96		
CV04-2499	Thomas, Jonathan	C-979	III	12-14-04		
CV05-381	Williams, Timothy	C-979	III	3-17-05		
CV04-2063	Montgomery, James D.	C-979	III	10-26-04		
CV05-249	Council, Wayne	C-979	III	2-16-05		
PA94-60	Pickeral, Howard	C-979	III	3-14-94		
CV04-2439	Clem, Ronald	C-979	III	12-7-04		
CV04-432	Davis, Danny	C-979	III	5-28-04		

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

*[Signature]*  
Signature

*[Signature]*  
Title

*[Signature]*  
Date



**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**

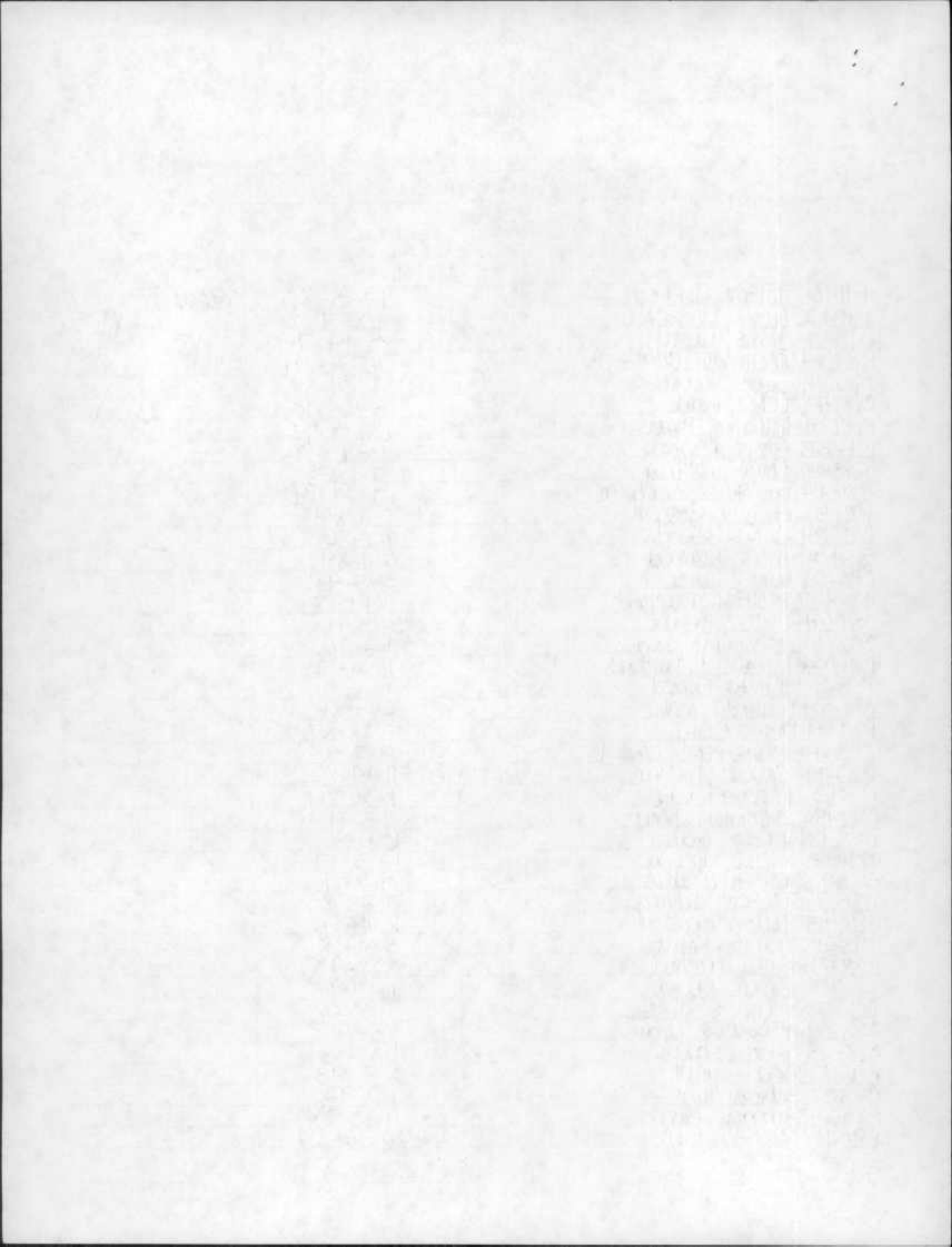
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
P1190	Tolson, Jeffrey	C-979	III	12-3-80	6/30/05	Perished
P1192	Lucas, Joseph D	C-979	III	12-7-80	6/30/05	Perished
D1637	Jones, Larry	C-979	III	5-14-79	6/30/05	In land
E07014	Mattindly, Christopher	C-979	III	10-23-91		
F0834	Jones, Kenneth	C-979	III	1-31-83		
E187196	LOPEZ, Raul	C-979	III	2-16-88		
M87-1066	Williams, Thomas	C-979	III	6-8-87		
14-233	Short, Raphael	C 979	III	1-27-05		
E083446	Lough, Rodney	C-979	III	7-1-83		
P86-114	Ruschotte, Bertram	C-979	III	7-20-94		
P84-42	Fenwick, Joseph	C-979	III	6-1-84		
C86-184	Jones, James	C-979	III	1-1-86		
E84-344	Lyles, Howard	C-979	III	6-1-84		
C90-438	Lynn, Joyce	C-979	III	3-12-92		
C88-187	Moulsh, Michael	C-979	III	9-14-98		
C87-1A1	Mills, James	C-979	III	6-13-91		
C96-176	McDonough, James	C-979	III	4-2-96		
C84-224	Wingfield, Burkhead	C-979	III	10-21-92		
C91-308	Winters, Ernest	C-979	III	12-18-91		
C88-599	Mattindly, Wm. S.	C-979	III	3-14-88		
P87-49	Mau, Scott	C-979	III	3-18-87		
C93-498	Mattindly, David	C-979	III	9-7-93		
P82-79	Conrad, Melvin	C-979	III	11-19-82		
P84-2	Ford, Eugene	C-979	III	1-26-84		
C87-1588	O'Connor, James	C-979	III	7-3-91		
D85-184	Driver, Arthur	C-979	III	10-1-85		
C99-1946	Edler, Joseph	C-979	III	12-3-99		
E83-96	Tolson, Charles	C-979	III	5-6-91		
P83-76	Tolson, Jeffrey	C-979	III	7-25-83		
C86-415	Toler, Mrs	C-979	III	10-11-94		
C98-215	Martin, Robert	C-979	III	3-31-98		
C88-449	Fuller, Michael	C-979	III	9-28-95		
E82-78	Jones, Nilda	C-979	III	1-19-88		
C90-235	LOPEZ, Jesse	C-979	III	7-30-90		
C88-1001	McDonough, Amy	C-979	III	5-27-93		
C88-215	McBreen, Frank	C-979	III	11-25-88		
C91-97	Jenkins, Wm	C-979	III	2-5-93		
C93-87	Johnson, Wm	C-979	III	7-11-92		
P85-221	Summers, David	C-979	III	11-20-98		
P90-11	GOOSBY, Wm	C-979	III	12-26-89		

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

*[Signature]*  
Signature

*[Signature]*  
Title

*[Date]*  
Date



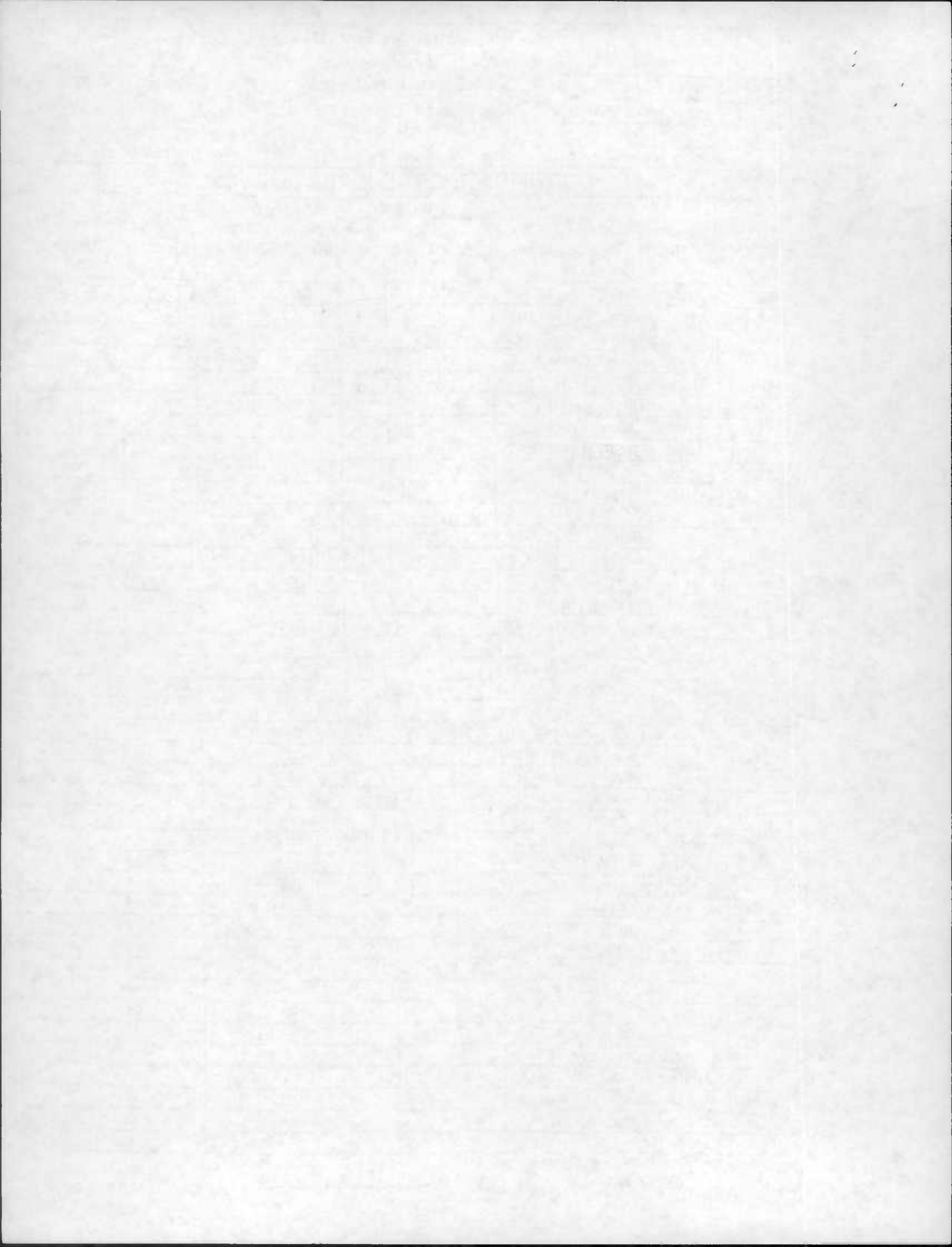
	<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency	Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	
Division or Unit		

### CERTIFICATE OF RECORDS DISPOSAL

No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Violation Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
W066359	BUCKMASTER, JOHN	C-979	II	11-18-99	6/30/03	Reprod in
W065247	SHELTON DOUGLAS, TAMMY			11-16-99		
W231927	DANGELOPATE, FRANCESCA			11-3-99		
W231447	BROWN, MELVIN WAYNE			11-13-99		land-
W231621	GUERRA, CYNTHIA GAIL			11-12-99		fill
W012672	DAGENHART, MICHAEL			6-10-99		
W232187	BISHOP, DAVID LAWRENCE			11-28-99		
W232184	Young, JOSEPH JEROME			11-21-99		
W232766	WOODH, PRESTON FRANKLIN			11-27-99		
V778619	SATTERFIELD, KEVIN			11-15-99		
V778387	DEVINE, DERRICK GORDON			11-13-99		
W232037	SWANN, CHARLES RICHARDO			11-20-99		
W231962	STOCKSTILL, TRACY PAUL			11-25-99		
W231490	RILEY, ANITA SARAMARIE			11-1-99		
V777967	DUCKETT, DENNIS MICHAEL			11-14-99		
V266892	HARRISON, COREY EUGENE			11-22-98		
W066411	WEAVER, ANDREW LEE			11-15-99		
W066456	VOGEL, DANIEL RICHARD			11-2-99		
W066029	THORPE, DONALD JOSEPH			10-29-99		
W231068	THOMAS, DECARL MICHAEL			11-9-99		
V773398	STROMAN, JAFARI KAREAM			11-6-99		
W232255	STEWART, MICHAEL ANTHONY			11-20-99		
V779199	STANCL, XAVIER TERRELL			11-8-99		
W231928	STEELE, CAROLYN ANN			11-3-99		
W232732	SAYAN, ROBERT LEE			11-20-99		
V266611	NEWBERG, CONNIE FOX			11-5-98		
W066433	HUGHES, GLENN ROBERT			11-10-99		
W231449	EDELEN, KENNETH DARVELL			11-27-99		
W231823	WILLISON, WILLIAM LEROY			11-11-99		
W066829	SMITH, LANCE VINCENT			11-28-99		
W504668	SIMPSON, CHRISTIAN JEAN			11-30-99		
W521450	CONAWAY, BRIAN EDWARD			11-26-99		
W066526	BUTLER, SCOTT THEODORE			11-13-99		
W066744	HAGANS, GEORGE			11-18-99		
W066048	HARRIS, MARK ROBERT			11-3-99		
W065898	NELSON, ZACHARIAS			11-9-99		
W066402	KLAWITTER, CRAIG MICHAEL			11-13-99		
W232454	MOORE, HOWARD JACKSON			11-25-99		
W066318	KLEIN, DANIELLE RAVE			11-24-99		
W066663	KEYS, KEVIN RICHARD			11-5-99		

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

Signature
Title
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

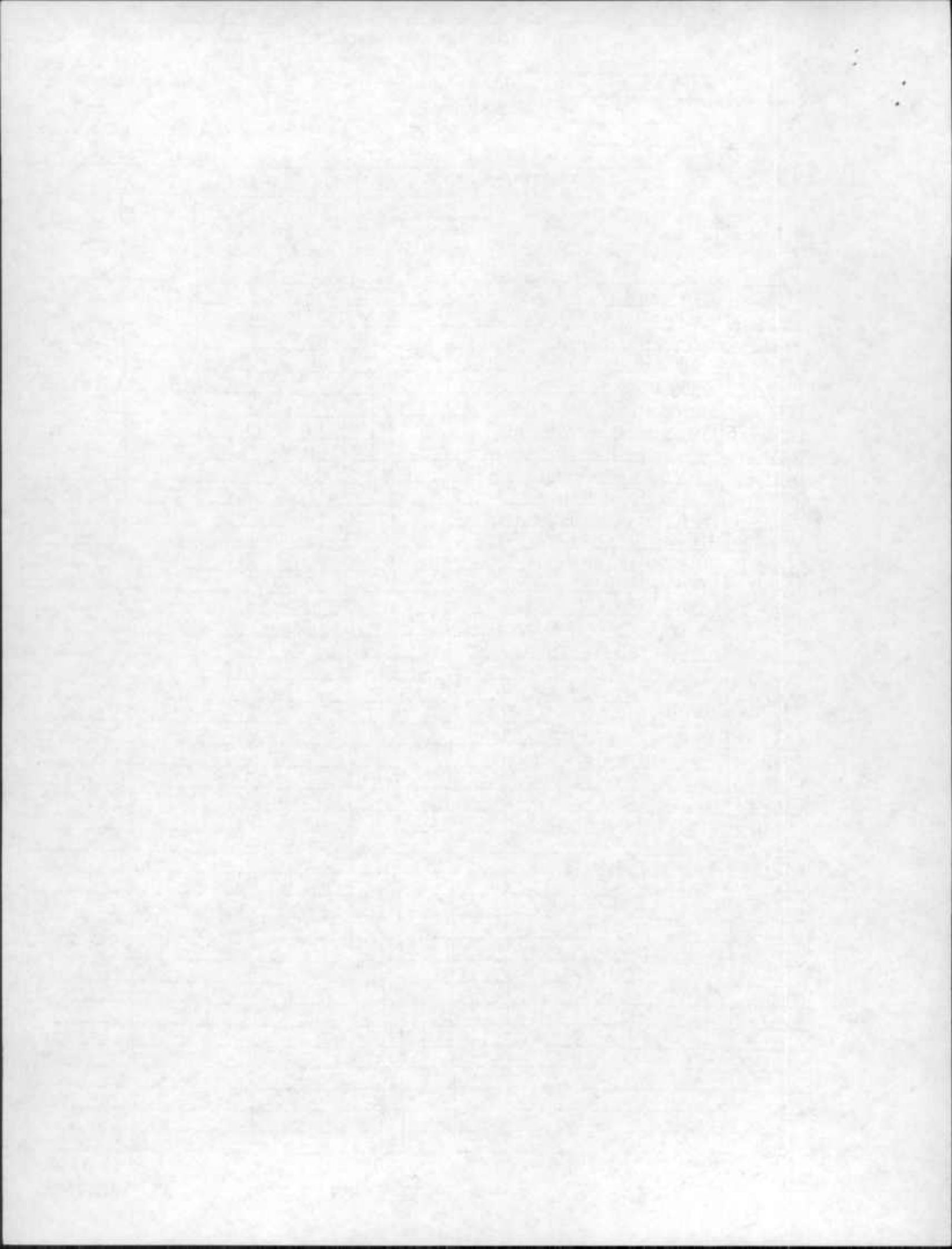
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Violation Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
W066294	Griffin, Mark Edward	C-979	II	10-17-99	6/30/00	
W0654169	George, Arville Thomas			10-17-99		
V778937	Draughn, Torey Marcus			10-3-99		Period
W065471	Cole, Susan Ann			10-17-99		in
V777741	CHASE, Vincent Desales			10-4-99		and bill
V778664	ADAMS, REUBEN AUGUSTUS			10-3-99		
V416786	Anderson, Jeffery Thomas			10-8-99		
W231062	SANDERS, Thomas Wayne			10-28-99		
W065068	Purce, FARRISH			10-20-99		
V777947	DICKSON, Joan Cecelia			10-16-99		
V777740	BUTLER, James Adrian			10-3-99		
W231829	JACKSON, Gary FLOYD			10-27-99		
W065058	HERBERT, BRIAN KEITH			10-11-99		
W065910	ZARNOWIEC, SHAWN ANTHONY			10-28-99		
W065639	WEBB, KIANTE JAMELL			10-22-99		
V779134	SANTACRUZ, DANNY ARMANDO			10-24-99		
W065122	STINSON, DIAGO DONALD			10-2-99		
W065808	STEVENS, CATHERINE			10-26-99		
W065381	SCOTT, MARTIN GERARD			10-6-99		
V778889	LI, XIU PING			10-20-99		
W231483	LEDMAN, SCOTT ERIC			10-26-99		
W231684	MCCONKEY, MELISA LYNN			10-28-99		
V779183	LYLES, BETTY ANN			10-14-99		
W065291	LARSON, Tom KIMBER			10-16-99		
W065185	KENNETH, DEAN JR			10-5-99		
W064915	JOHNSON, KATHY			10-2-99		
W064990	HEMSLEY, JESSICA MARIA			10-8-99		
W065467	HARRISON, EDWARD III			10-16-99		
V778882	HANSON, TERRY MAURICE			10-5-99		
T382222	HALL, ROBERT EARL			10-11-99		
SS09651	Bryan, William ZACHARY			10-11-99		
V778828	HAGENS, DAVID LIONEL			10-1-99		
W231976	GRENIER, TRACY Ann			10-30-99		
W231161	MIMS, ZORINA ZITA			10-30-99		
V778844	VERDELOTTE, BOYO STACEY			10-10-99		
V778684	STRONG, MARIE LYNN			10-15-99		

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

*[Signature]*  
Signature

*[Signature]*  
Title

6/30/00  
Date

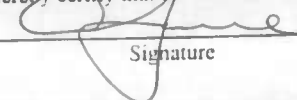


		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		Records Management Division	
		7275 Waterloo Road (Rte 175)	
		P.O. Box 275	
Division or Unit		Jessup, Maryland 20794-0275	

### 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.			
U495318-9	Chance, Dean Eric	C-979	II	6-12-98	6/30/98	burned
U888792-3	Augustine, Frederick J.			6-22-98		burned
U495314-15	Kilby, James Roy			6-7-98		in
U497007	Fitzpatrick, Christopher J.			6-26-98		in
U558050	Elliott, Fernando Keith Sr.			6-5-98		landfill
V066428-59	Cole, Joseph Daniel			6-25-98		
T826474	Holland, Andre Aaron			7-4-98		
U924795-6	Evans, Milford Erick			7-21-98		
U493709	Fowler, Timothy Allen			3-28-98		
U491689	Burch, William Bernard			3-7-98		
U889120-22	Williams, Stephen Paul			6-14-98		
U496009-11	Monkister, James Francis			6-7-98		
T566586	Gates, Marvin Andrew			2-9-98		
T827400	Butler, Marcellus James			2-21-98		
T827676	" "			2-21-98		
U92432-14	Plumb, Charles Edward			7-13-98		
U890458-60	Plaster, Jerry Aloysius			7-6-98		
V066412-51	Newkirk, Stuart Wayne			7-17-98		
T826442-45	Martin, David Henry			2-13-98		
T560895-916	McKenzie, Andrew Roy			2-6-98		
U496002-05	Linger, Duane William			5-8-98		
U495301-02	Dearring, Robert Michael			5-14-98		
U495853-	Bowen, Robert Allen			5-15-98		
T826624-25	Thomas, John Louis Jr.			2-10-98		
T826457-58	Smith, Theodore			2-14-98		
T826662-4	Sealy, Hector Rolando			2-21-98		
T921235	Hawk, Angela Kay			2-19-98		
T827491-92	Barbour, William Russell			2-28-98		
U495375	Truckner, Christina Diana			5-14-98		
U556952-54	Smallwood, Julius Calvin			5-13-98		
U558008-09	Mamakos, Constantine			5-22-98		
T826917-18	Zuniga, Jose Cristian			2-18-98		
U492334-35	Quade, James Bernard			2-25-98		
T561925	Minger, Jonathan Ryan			2-4-98		
U492082-83	Mohn, Thomas Craig			2-13-98		
U492873	Grinders, Helen Marie			3-31-98		
U492655	Douglas, Arthur Lee			3-27-98		
T820961	Davis, Gerald Edward			3-5-98		
U492975	Chance, Dean Eric			3-27-98		
U494151	" " "	C-979		3-27-98		

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

  
 \_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

*[The page contains extremely faint, illegible text, likely bleed-through from the reverse side of the paper. The text is too light to transcribe accurately.]*

		<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	

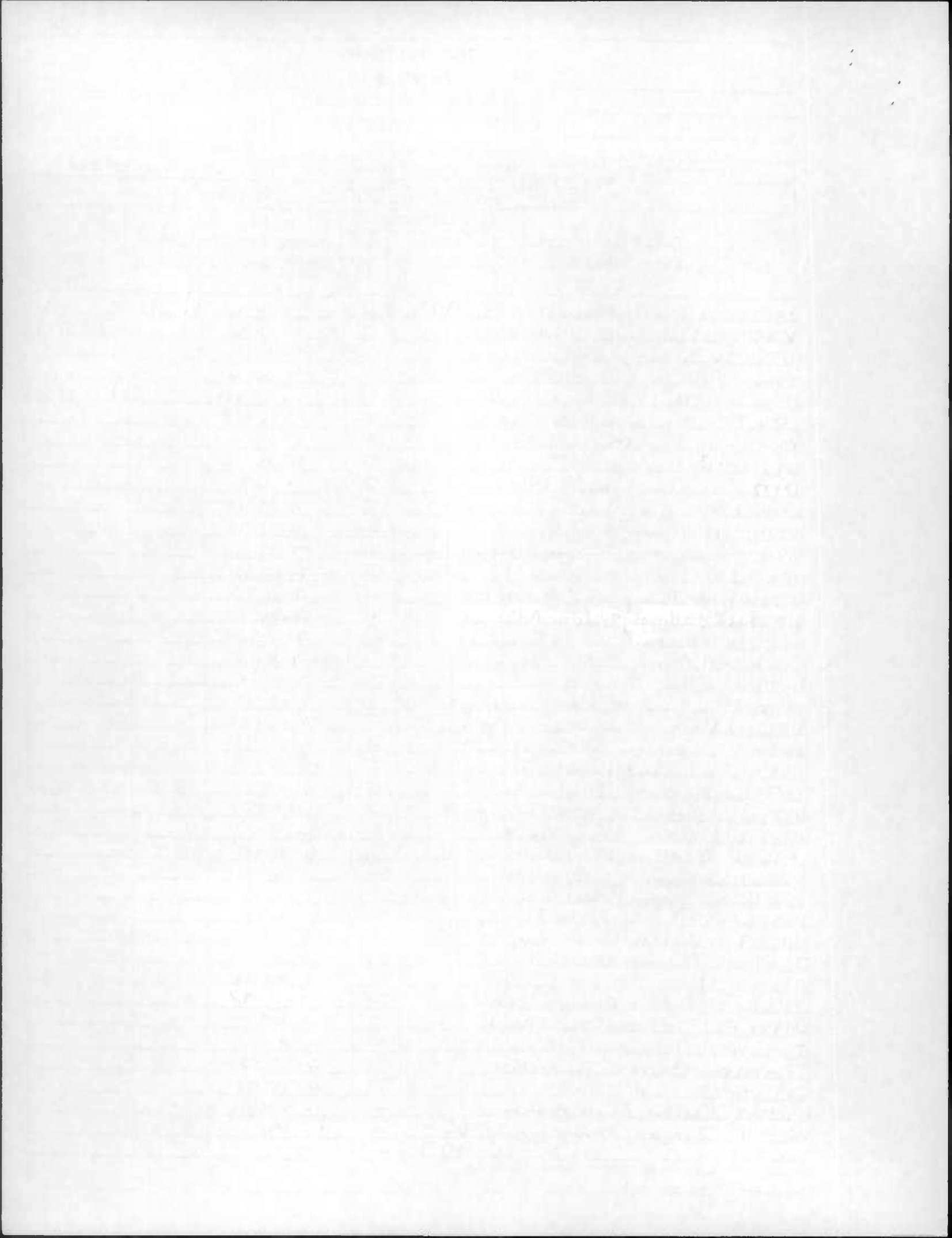
### CERTIFICATE OF RECORDS DISPOSAL

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.			
U503785-88	Clark, Aaron Windell	C-979	II	10-14-98		
V265762-63	Carpenter, Herstel Mikel		II	10-31-98		Bundled
U503443	Clifton, Richard Kenneth		II	11-8-98		in
U502332	Briscoe, Clifton Dean		II	9-22-98		landfill
U503584-85	Henry, James Edward		II	10-10-98		
U502817-19	Deyarmin, Gleen Irvin		II	10-8-98		
V065346-48	Paul, Michael Curt		II	8-27-98		
U926638	Warner, Alvin Purnell		II	9-25-98		
U497422-23	Aloisi, Mark Howard		II	8-14-98		
U501687-88	Payne, Sharon Anne		II	8-22-98		
U891113-15	Mulhrein, John		II	8-7-98		
V064135-36	Watkins, James Edward		II	7-28-98		
V063647-48	Thornton, Howard Ervin		II	7-30-98		
U899969-72	Thompson, Clarence Edward		II	7-3-98		
V063716-22	Stallings, Wilma Allison		II	7-25-98		
U889878	Marshall, Virgil Cornelius		II	7-4-98		
U888763-71	Grave, Jason Gregory		II	7-5-98		
U497163	Ellis, John Robert		II	7-1-98		
U495498-500	Burdette, Frederick Thomas		II	7-10-98		
U888997	Birmingham, Kevin Bryan		II	7-5-98		
U496518-19	Smith, Todd Derek		II	6-25-98		
U557613-15	Shepard, Harold Maria Jr.		II	6-2-98		
U497022	Sandridge, Stephen Graves		II	6-13-98		
U889527-28	Robertson, Martin Glynn III		II	6-13-98		
U889156	Proctor, Sharon Dorothy		II	6-13-98		
U496486	Goelling, Keith Patrick		II	6-21-98		
U889167-69	Epperson, Stephen James		II	6-15-98		
U888957-60	Dugan, Robert Allen		II	6-17-98		
V938462-65	Dorsey, Richard Eugene		II	6-7-98		
U15008-09	Vannelli, Rocky Ray		II	3-4-98		
T831700	Thomas, William Francis		II	3-22-98		
T831976-77	" " "		II	3-22-98		
T832006-08	Labrie, Charles Edward Jr.		II	3-28-98		
U493707-09	Jefferson, David Adolph		II	4-1-98		
T832174-76	Bracey, William Patrick		II	4-8-98		
T829799-800	Barrett, James Ellis		II	4-25-98		
T832676-77	" " "		II	4-25-98		
U505224	Bailey, Clyde Anthony		II	11-7-98		
V265901	Ziegler, Denise Ann		II	11-1-98		
V265750	" " "	C-979	II	" "		

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


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Signature
Title
Date



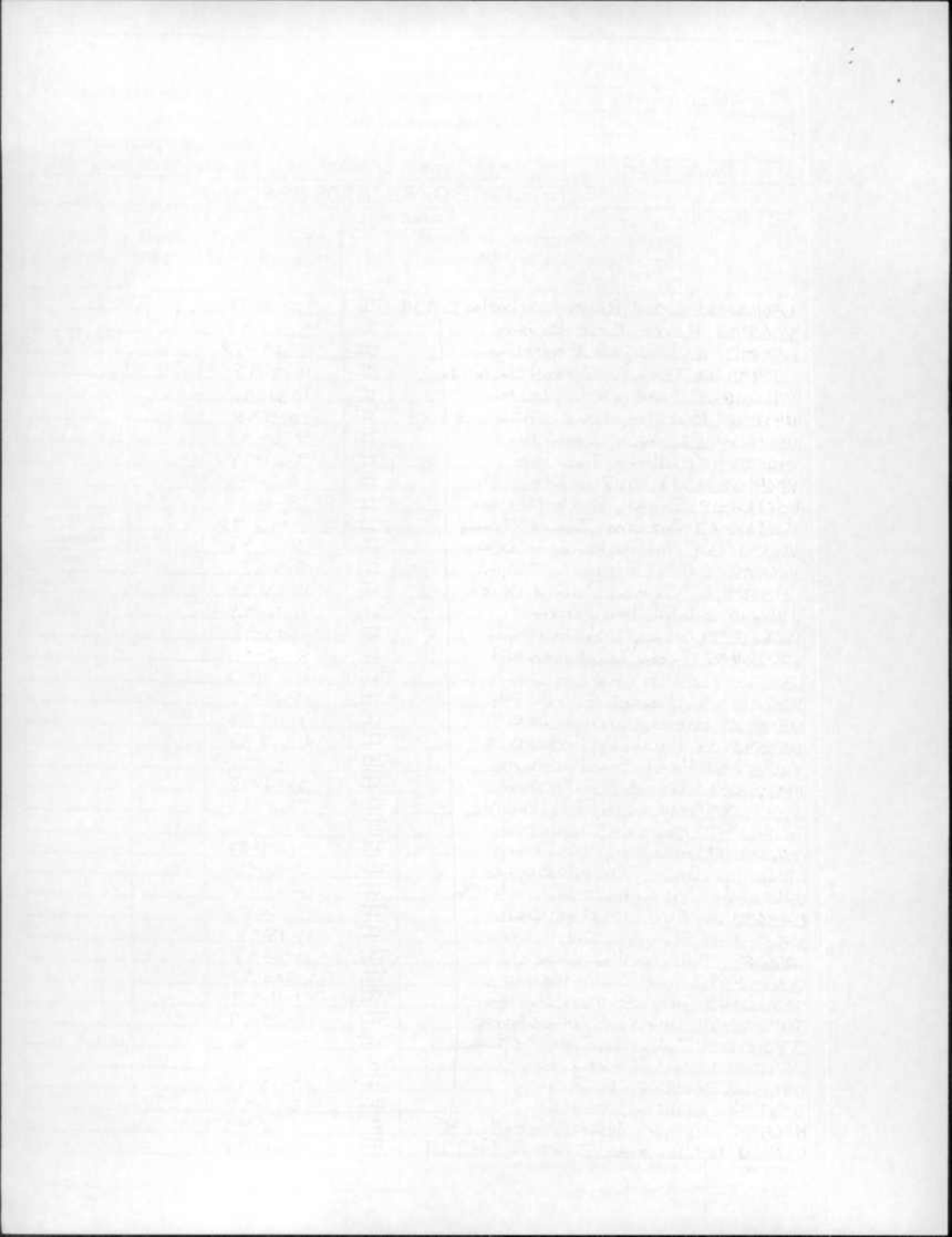
	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
Reporting Agency		
Division or Unit		

### 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.			
U501682-83	Wood, Robert Hakesley	C-979	II	8-7-98	6/3/98	
V065760	Parro, Eric Bryan		II	8-21-98		
U505917-18	Washington, Ernest Eugene		II	11-29-98		Buried
U504910-12	Thornton, Joseph Clayton Jr.		II	11-5-98		
V266060-61	Budd, Milton Lester		II	10-31-98		In
U497525	Buckler, Joseph Franklin Jr.		II	10-9-98		landfill
U501743-44	Zimnick, Stacy Ann		II	9-6-98		
U925788-90	Willkens, Tony Lee		II	9-21-98		
V064069	Hines, Sharon Lee		II	8-2-98		
U501234-40	Diggs, Robert Eugene		II	8-4-98		
V266286-87	Cozzens, James Vincent		II	11-15-98		
V065428-32	Smith, Kenneth Dean		II	8-21-98		
V065105	Salis, Franklin Joseph		II	8-9-98		
U505209	Ellington, David Bruce		II	11-13-98		
V266208	Edelen, Larry Darnell		II	11-6-98		
V266278-79	Stump, David Bryan		II	11-13-98		
V266554-55	Queen, Lloyd Bernard		II	11-22-98		
U505207	Overton, Robert Thomasmel Sr.		II	11-13-98		
V266908-09	Houck, Gloria Fay		II	11-21-98		
U505477	Hines, Sharon Lee		II	11-18-98		
U505933-34	Hawkins, Ernest B III		II	11-22-98		
V266062-63	Fant, Sandra Marie		II	11-1-98		
M928632-33	Quedo, David Leon		II	2-12-98		
M745058-9	Goldsmith, John David		II	8-21-93		
G064169-70	Madison, Daryl Dean		II	7-5-88		
G067380-83	Leadbetter, Cindy Marie		II	9-27-88		
L102104-06	White, Calvin Eugene		II	3-6-92		
V265261-62	Worthington, Thomas Earl Jr.		II	10-21-98		
U496919-20	Turiff, Michael David		II	11-6-98		
V265945-48	Taylor, Judith Lee		II	11-15-98		
V266365	Toye, William Charles		II	11-14-98		
J083097-99	Logue, David Matthew		II	12-23-97		
T556327-28	Gabrick, Mark Christopher		II	7-4-97		
T740164-67	Davis, William Charles		II	10-25-97		
T830017-19	Johanson, Bradley Thomas		II	4-17-98		
V265009-11	Hull, Timothy Shawn		II	10-10-98		
U501412	Downing, James Craig		II	10-18-98		
U501498	Downing, James Craig		II	10-1-98		
W064800	Cowger, James Edward		II	10-8-99		
U504033-38	Clements, Troy Thomas	C-979	II	10-24-98		

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

Signature	Title	Date
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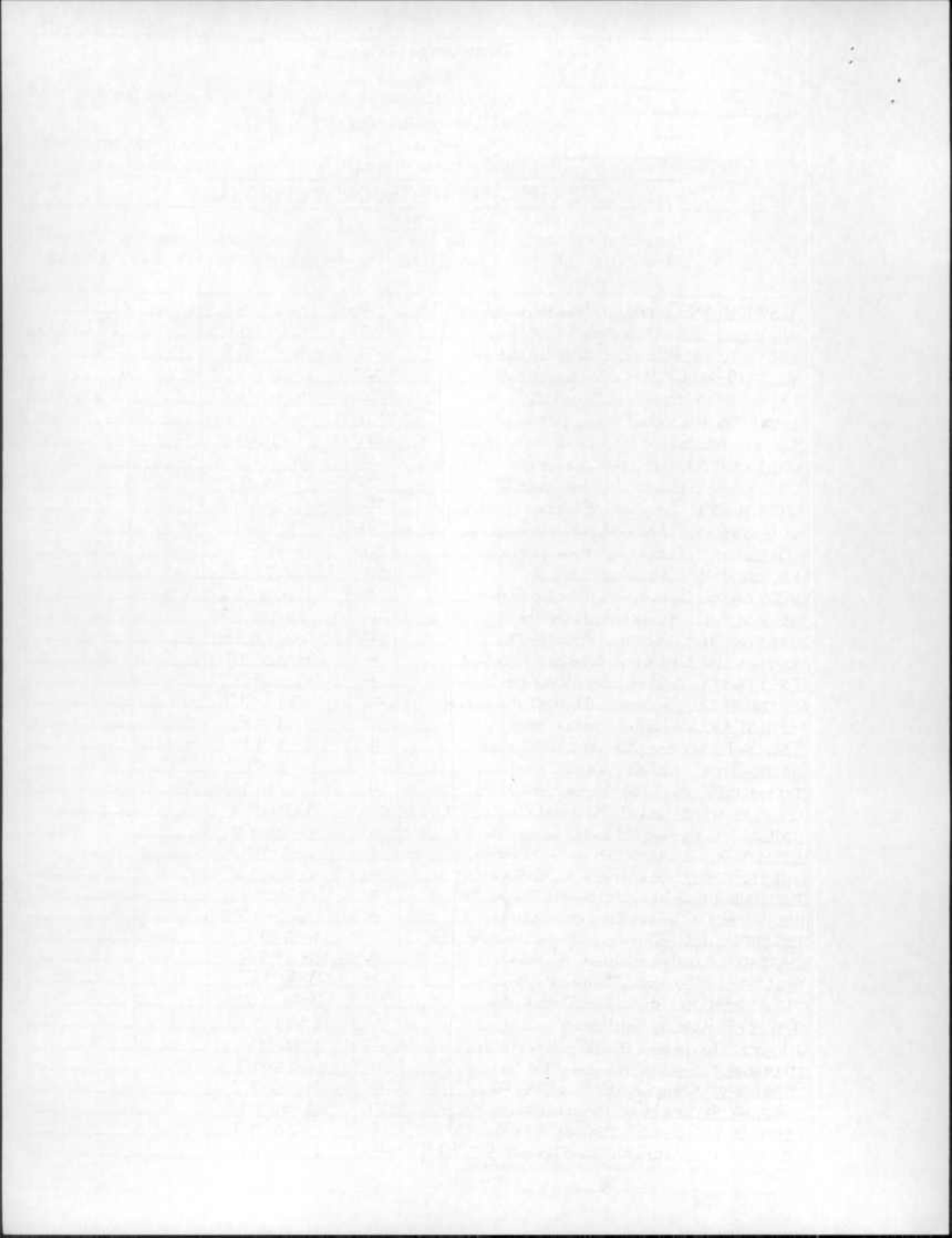
	<b>Department of General Services</b> Records Management Division 7275 Waterloo Road (Rte 175) P.O. Box 275 Jessup, Maryland 20794-0275	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
U504081-85	Carroll, Glenn Arthur	C-979	II	10-23-98	6/30/05	
U501902	Davis, Robert Lee		II	9-28-98		Burned in landfill
U497434-36	Allnutt, Robert Earl Jr.		II	9-17-98		
V265519-14	Wallace, Kelvin Loret		II	11-2-98		
U926330-31	Pinkney, Paul Joseph		II	9-10-98		landfill
U926435-42	Skaltsis, Alexander		II	9-23-98		
5089311-18	Simmons, Kenneth Michael		II	9-26-98		
U502704-05	Keys, Rico Kimba		II	9-16-98		
U925926-28	Jones, Herman Lee III		II	9-7-98		
U925792-99	Johnson, Michael Anthony		II	9-24-98		
U663834-35	Molland, Damien Dante		II	9-13-98		
U925601	Vincent, Tammy Marie		II	9-5-98		
V265923-25	" " "		II	9-5-98		
V265402-05	Spellacy, Martin Shawn		II	10-18-98		
U503658-59	Rembert, Nakasha		II	10-18-98		
U503435-36	Henson, Preston T.		II	10-17-98		
Q571216-18	Sharter, Charles McClelland		II	4-30-97		
T559776-79	Sedgwick, Kenneth Duane		II	10-13-97		
Q077569-72	Sharter, Charles McClelland		II	7-7-97		
U491651-52	Langley, Glenn Earl		II	1-1-98		
T560867	Gray, Sharnita Vernice		II	1-3-98		
T555611-12	Young, Kevin Anthony		II	6-8-97		
T737783-88	Suite, Matthew Louis		II	8-29-97		
U502339-40	Stickel, Richard Channing Jr.		II	9-14-98		
U501625	Proctor, Charles LeRay Jr.		II	9-10-98		
D338962	Claggett, Angela Ronetta		II	12-8-94		
U116492-94	Meek, James Edward		II	1-22-98		
T561916-17	Labbe, Jeremiah Joseph Jr.		II	1-15-98		
U116144-46	Gomer, Andre Russell		II	1-23-98		
T561359-61	Chapman, Bryan Theodore		II	1-7-98		
Q445829	Quade, Roland Anthony		II	10-31-96		
P426869-74	Thomas, James Milton Jr.		II	9-8-95		
Q920842-44	Poliecirchio, Jeffrey Alan		II	3-4-95		
U491646-8	Rorls, Nathan		II	1-29-98		
U116027	Tayman, Melvin George Jr.		II	1-15-98		
T739464-7	Smith, Raymond Wesley		II	11-25-97		
T738086-88	Sleeper, Michael Anthony		II	9-16-97		
T562132	Shelton, Angela Denise		II	12-31-97		
T597905-7	Saway, James Verrell		II	7-26-97		
U491785-87	Tolson, William Jerome	C-979	II	1-13-98		

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

 Signature	_____ Title	_____ Date
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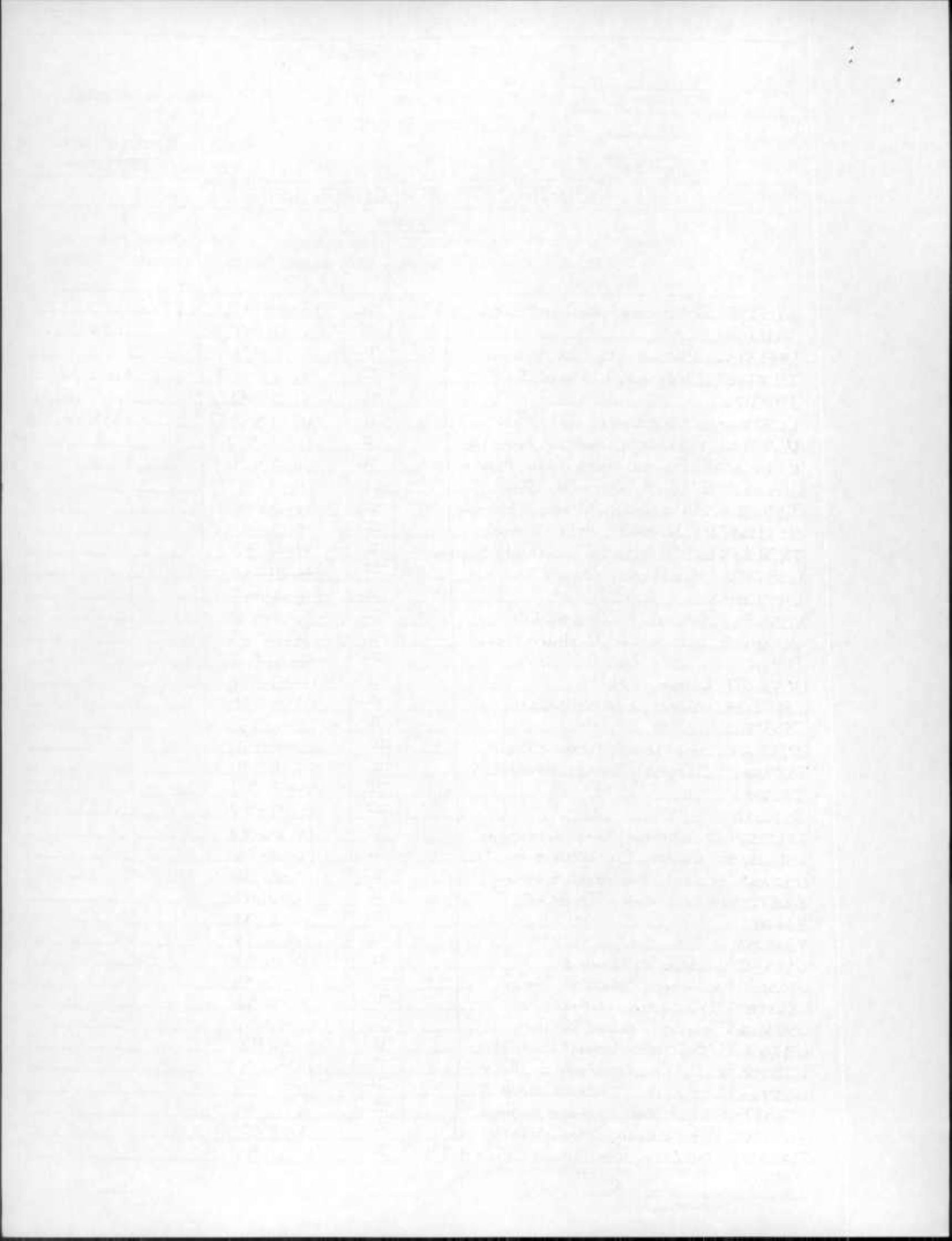
		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
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### CERTIFICATE OF RECORDS DISPOSAL

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.			
U115875-	Stommel, Elinor Mae	C-979	II	12-24-97	6/30/00	Buried
U116426	" "		II	12-24-97		
U493702	Brown, Willard Percy		II	3-11-97		
T737825	Thomas, Linton Jr.		II	9-28-97		in
T739176	" "		II	9-28-97		kinda
U052701-03	Creamer, John Calvin		II	10-18-97		
U053400	Dorsey, Damien Antoine		II	11-3-97		
U116752-55	Fewell, Anbirette Marie		II	12-23-97		
U053508	Elliott, Donald Jay		II	10-31-97		
T560902	Guldring, Wilmer Anthony		II	11-25-97		
U501568-70	Vincent, Patricia Ann		II	9-20-98		
T832165-66	Kilinski, James Christopher		II	4-4-98		
U495500	Collins, Ronald Xavier		II	4-24-98		
U495351-3	" "		II	4-24-98		
U552281	Davis, Timothy Lee		II	6-2-98		
V064949-50	Boecher, Richard Thomas		II	8-15-98		
T59816262	Lucas, Paul Jason		II	8-16-97		
U051655-7	Lloyd, Edith		II	11-17-97		
T5578178	Myers, Everett Lowell		II	10-1-97		
T559351-3	" "		II	10-1-97		
T739124	Stutzman, Arthur Blair		II	10-8-97		
T557324-5	Simms, James Harold		II	9-7-97		
T558651	" "		II	9-7-97		
5082082	" "		II	9-7-97		
T560882-4	Silverman, Stephen Anthony		II	11-26-97		
U503337-40	Brown, David Alexander Jr.		II	10-3-98		
U927068	Boeth, Autoris Anthony		II	10-24-98		
V265399-400	Williams, Jerry Levi		II	10-31-98		
V266001	" " "		II	10-31-98		
V265398	" " "		II	10-31-98		
U503480	Vukovic, James		II	10-14-98		
U503602-3	Vincent, Edward Taylor		II	10-13-98		
U503794-6	Thompson, Larry Alix		II	10-24-98		
U503602-3	Taylor, Vincent Edward		II	10-13-98		
U926768	Morgan, Gary Edward		II	10-2-98		
U503455-6	Collins, Michael Gilliam		II	10-13-98		
V26502-7	Littlejohn, Thomas Gerald Jr.		II	10-11-98		
P690567-68	Lacklear, Anthony Richard		II	6-6-96		
G698055	Blackburn, Danny Everett	✓	II	3-18-89		
T826504-5	McLean, Gary Ellwood	C-979	II	1-24-98		

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

 Signature	_____ Title	_____ Date
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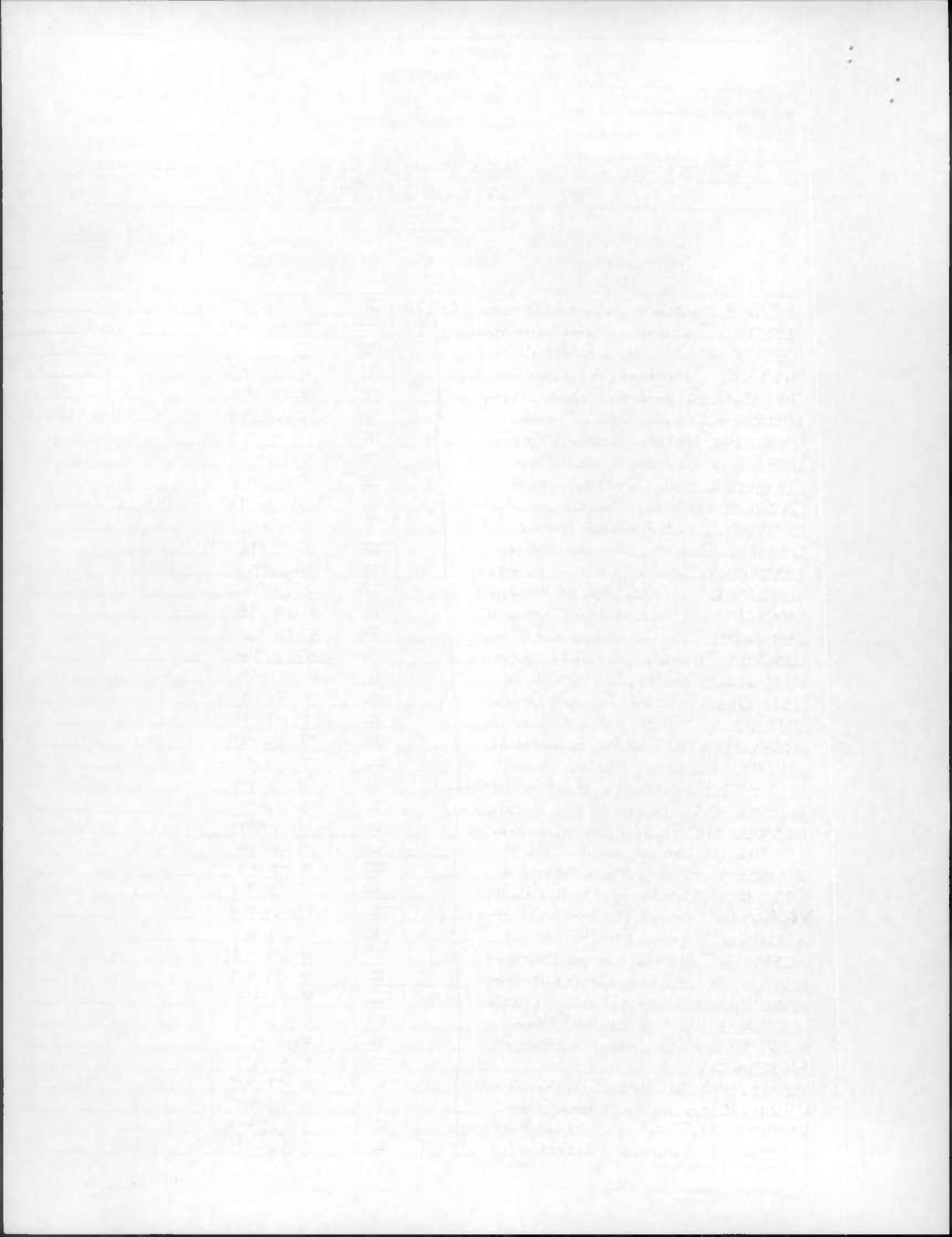
		<b>Department of General Services</b>	Prepare in Duplicate  Retain one (1) copy and forward original to address at left
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
Q571244	Muschette, Lawrence Deviant	C-979	II	11-14-97	11/30/97	
T557128	Jackson, Jermain Lawrence		II	9-30-97		burned
U494900-2	Bayden, Randy Larner		II	5-6-98		
U493341	Truckner, Christina Diana		II	4-24-98		in
T831896-7	Redmond, Quentin Corey		II	4-13-98		
U495961-2	Solitto, Eric Thomas		II	5-22-98		landfill
T830719-20	Nelson, Robert George		II	5-5-98		
U557352-3	Kronk, Ronald Paul		II	5-15-98		
T830897-8	Hill, Jeffrey Scott		II	5-23-98		
T830819	Grimes, Clayton Stansbury Jr.		II	5-13-98		
U494627	Dew, Akiyah Marie		II	5-25-98		
U494822	Carter, William Allen		II	5-7-98		
U557484-6	Brown, Jerome Anthony		II	5-28-98		
U556858-60	Wines, David Randolph		II	5-6-98		
U493267	Wolfe, Braden Eugene III		II	5-29-98		
U495622-4	Tilghman, Ronald Clay		II	5-12-98		
U556899	Taylor, Reginald Spencer		II	5-18-98		
V772921-22	Houser, Nadara Elaine		II	4-27-99		
U505822-3	Wheeler, Taurus Dancy		II	7-8-99		
V770917-18	Scott, Deborah Denise		II	7-17-99		
W054748-53	McFadden, Tamar Lynn		II	7-25-99		
V774761	Koonce, Melvin Earl		II	7-17-99		
V773987	Finocciaro, Richard Michael		II	7-3-99		
W054439-40	Dwyer, Patrick Shawn		II	7-3-99		
W054433-38	Dwyer, Patrick Shawn		II	7-3-99		
V775426-28	Davis, Kenneth Earl		II	7-5-99		
W054898-9	Brown, Melvin Eugene		II	7-17-99		
V772838-42	Bradbury, Alvin Nelson		II	7-13-99		
V46664-65	Arnold, Michael William		II	7-23-99		
W013305-8	Young, Anthony		II	6-24-99		
W056124-25	Yates, Wayne Michael		II	8-29-99		
W056801-02	Yates, Wayne Michael		II	8-29-99		
W056109-10	Williams, Craig Sylvester		II	8-19-99		
W055422-3	White, Thomas Allen		II	8-18-99		
W055675	White, Kevin Sean		II	8-28-99		
W055926-28	" " "		II	8-8-99		
W055492-500	Tolbert, Stephen James		II	8-7-99		
V777176-77	Temple, Natha Allen		II	8-16-99		
V774770-71	Taylor, Michael Scott		II	8-25-99		
V299466-67	Underwood, Robert Clay	C-979	II	2-28-99		

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	_____ Title	_____ Date
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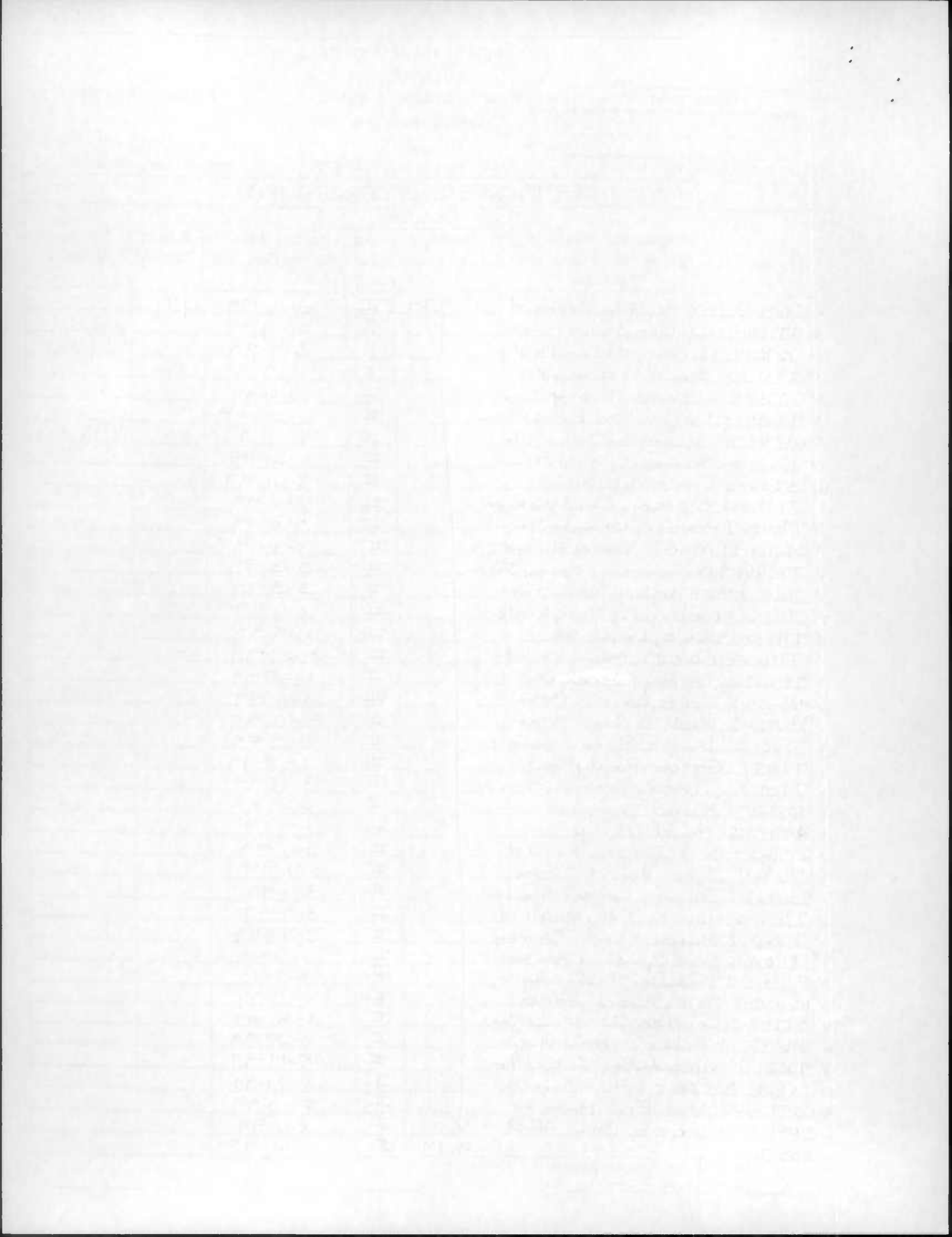
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
V	768942 Miller, Joey Bernard	C-979	II	2-16-99	6/30/00	
V	299170-1 Wilson, Kevin Patrick		II	2-12-99		Oned
V	769055 Waring, Melvin Phillip		II	2-1-99		
V	299160 Smith, Aaron Lee		II	2-9-99		
V	768958 Nichols, Jeremy James		II	2-4-99		In
V	936501-03 Robertson, Eric William		II	2-26-99		landfill
V	298769-71 McLaughlin, Joseph Albert		II	2-7-99		
V	4667166 Summers, Alvin John		II	8-21-99		
W	056324-5 Smith, Wilkris		II	8-26-99		
V	773810-12 Slattery, Christine Rene		II	8-4-99		
V	770496-7 Prather, Brian Keith		II	3-5-99		
T	382188-89 Morris, James Harland Jr.		II	3-3-99		
V	770446-9 Montgomery, Rocky Jason		II	3-3-99		
V	936537-40 Marshall, Donna Mae		II	3-3-99		
V	770812-3 McLaughlin, Joseph Albert		II	3-9-99		
V	771085-89 Lyles, Logan Steve		II	3-19-99		
V	771605-07 Lewis, Mark David		II	3-27-99		
V	939228-32 Kirby, James Lee		II	3-27-99		
V	466467-8 Jones, Calvin Ben		II	3-17-99		
V	937926-8 Hall, Michael Allan		II	3-13-99		
V	938042 Hall, Diane Michelle		II	3-15-99		
V	771277 Green, Randy Paul		II	3-18-99		
V	771501 Curtis, Joseph Francis		II	3-19-99		
V	938325 Bureq, James William		II	3-20-99		
V	299095-6 Burch, Billy		II	3-7-99		
V	299143-4 Best, Eugene Richard		II	3-6-99		
V	769881 Jones, Robert Thomas		II	3-7-99		
V	936768 Johnson, Darlene Juanita		II	3-6-99		
V	771055-6 Hyason, Charles Alfred		II	3-9-99		
V	771015-7 Hayes, Mark Timothy		II	3-24-99		
V	771080-2 Ford, Spaulding Benjamin		II	3-14-99		
V	770986-89 Duker, Allen Wayne		II	3-9-99		
V	4666730-1 Silk, Albert Charles		II	8-13-99		
V	777109-10 Schrader, Isaac Benjamin		II	8-20-99		
W	056445 Rackey, Michael Joseph		II	8-27-99		
V	776260 Quezadadiaz, Jose Wilber		II	8-19-99		
W	056240-3 Peele, Kelvin Cornel		II	8-23-99		
W	055939-42 Neal, Erik Anthony		II	8-13-99		
W	054625 Musthette, Boudier Alfred		II	8-1-99		
W	055701 " " "	C-979	II	8-1-99		

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

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_





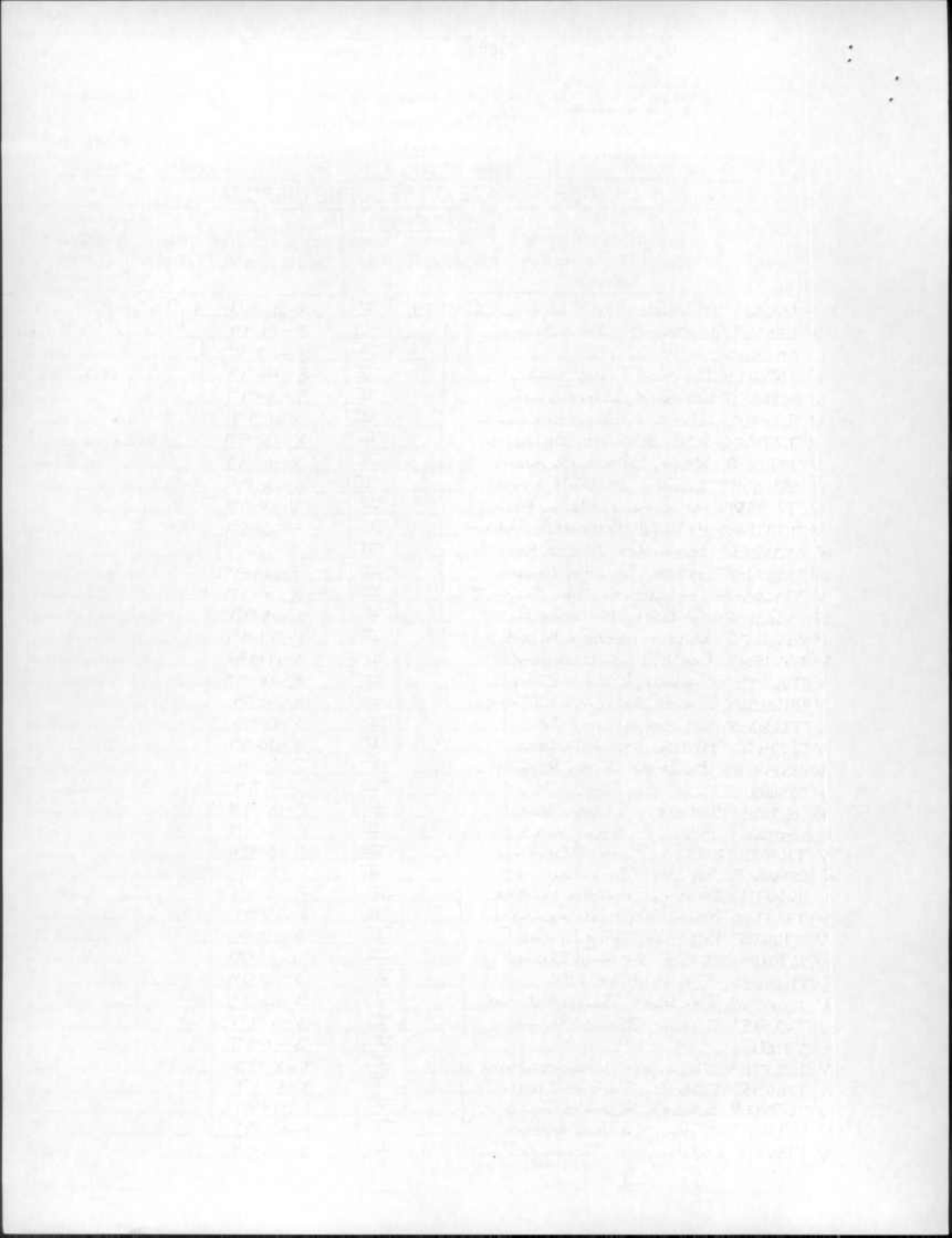
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
W 056231	Miracle, Iris Lynn	C-979	II	8-21-99	6/30/00	boxed
W 055649-50	Meyers, Tony Brant		II	8-19-99		boxed
W 056526	" " "		II	8-19-99		
W 055217-9	Lewin, Todd Harley		II	8-4-99		in
W 055605-7	Leonard, Laura Susan		II	8-3-99		hand-
V 770419	Larache, Christine Denise		II	8-1-99		fill
V 777105-6	Kleinschmidt, Bruce Lee		II	8-15-99		
V 777101-2	Kegg, Bradley Kenneth		II	8-14-99		
W 054394	Juliano, Michele Ann		II	8-20-99		
V 776955-6	Kauchens, Henry Alan		II	8-18-99		
V 777782-3	Holland, Preburie Shacon		II	9-2-99		
W 055614-5	Hernandez, Allene Rae		II	8-10-99		
W 055872-5	Grote, Timothy Omar		II	8-20-99		
V 773269-74	Goldsmith, John Calvin Jr.		II	8-8-99		
W 056017-18	Gibson, Maurice E.		II	8-28-99		
W 056705-6	Dyson, George Albert Jr.		II	8-27-99		
W 056153-4	Coole, Lise Berglund		II	8-11-99		
V 776099-100	Cobey, Kidada Jay		II	8-28-99		
V 4460482-4	Clark, Alfonso Willie Sr.		II	8-20-99		
V 776813-5	Carter, Harry Jr.		II	8-15-99		
V 777480	Brown, Estorsha Lees		II	8-26-99		
W 055058-100	Bowman, Ivan Ronnell		II	8-1-99		
W 055601	" " "		II	8-1-99		
V 467174	Boteler, Steven Joseph		II	8-15-99		
W 055732-3	Bennett, Gary Louis		II	8-9-99		
V 776479-83	Ford, Ronnie Anthony		II	8-1-99		
W 056026-8	Smith, John Eugene		II	8-7-99		
V 466674	Savoy, Ernestine Lorraine		II	8-16-99		
V 774712-5	Rambler, Andrew Dwight		II	8-27-99		
V 777485	Proctor, Terry Lionel		II	8-30-99		
V 768038-40	Wolf, Samuel David		II	2-10-99		
V 771090-96	Dew, Willie Lee		II	3-10-99		
V 770815-16	Deakins, James Edward		II	3-12-99		
V 769125	Clark, John William		II	3-7-99		
V 771076	" " "		II	3-7-99		
V 769571-3	Thompson, Charles Wayne		II	3-8-99		
V 770495	Swartz, Sandra Louise		II	3-3-99		
V 767993-4	Stoker, Ronald Jason		II	1-31-99		
V 939301	Ryan, Mark Stephen		II	3-28-99		
V 773634	Reddington, Thomas P.	C-979	II	5-22-99		

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

 Signature	<hr style="border: none; border-top: 1px solid black;"/> Title	<hr style="border: none; border-top: 1px solid black;"/> Date
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	<b>Department of General Services</b>	
Reporting Agency	Records Management Division	Prepare in Duplicate
	7275 Waterloo Road (Rte 175)	
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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.			
V 773734-5	King, Diane Marie	C-979	II	5-30-99	6/24/05	boxed
V 773526-9	Johnson, Pershing D.		II	5-9-99		boxed
V 773241-3	Hall, Darryl Anthony		II	5-25-99		
V 772461-2	Smith, Duwayne Antoine		II	5-8-99		in
V 445967-9	Taylor, Mary Dolores		II	4-10-99		land-
V 772008-10	Smith, Daniel Austin		II	4-8-99		all
V 445756	Pigford, Ryan Leonard		II	4-30-99		
V 778361	Maness, William Bruce		II	6-12-99		
W 012146-50	Haley, Barbara Alice		II	6-8-99		
W 012701-02	" " "		II	6-8-99		
W 012703-7	" " "		II	5-1-99		
V 772085-7	Grimes, Keith Bernard		II	6-20-99		
W 011678-79	Chapman, Annela Marelene		II	6-4-99		
U 505395-6	Thomas, DeCarl Michael		II	12-26-98		
V 768238	Sticker, Donna Bridgett		II	12-19-98		
V 297376-7	Saway, Patrick Lambert		II	12-22-98		
V 296965-9	Sacco, John Michael		II	12-11-98		
V 416291-2	Riley, John Jesus		II	12-19-98		
V 297228-9	Mitchell, James Goble		II	12-26-98		
V 766976-7	Kersey, Thomas Randolph		II	12-19-98		
U 506186-7	Jameson, Kenneth Allen		II	12-19-98		
V 767234-5	Elliott, Lloyd Brian		II	12-27-98		
V 298680-1	Ward, Charles Arthur		II	2-7-99		
V 298625	Moore, Octavius Tyrone Jr.		II	2-10-99		
V 299101	" " "		II	2-10-99		
V 768969	Mabler, Elin Edward		II	2-20-99		
V 769589-91	Leung, Lisa Marie		II	2-14-99		
V 768865	Johnson, Scott Allen		II	2-3-99		
V 776390-1	Trinidad, Jose Francisco		II	8-18-99		
V 774405-7	Jackson, Charles Curtis		II	6-9-99		
V 773739-41	Henderson, Sherry Lynn		II	6-10-99		
V 773040-42	Goslee, Jeffrey Robert		II	6-6-99		
V 774410-11	Garrison, Bernard William		II	6-19-99		
W 012069	Craig, Danny Lee		II	6-15-99		
W 011694-6	Broussard, David Cordell		II	6-14-99		
V 774313-4	Bozzi, Tony Duane		II	6-2-99		
V 940564-63	Washington, Tyrone		II	4-24-99		
V 940601-02	Slough, Christopher Conrad		II	4-28-99		
V 938001-02	Satterfield, Kevin Scott	V	II	4-24-99		
V 299174-5	Coleman, Linda Marie	C-979	II	2-13-99		

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

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



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### CERTIFICATE OF RECORDS DISPOSAL

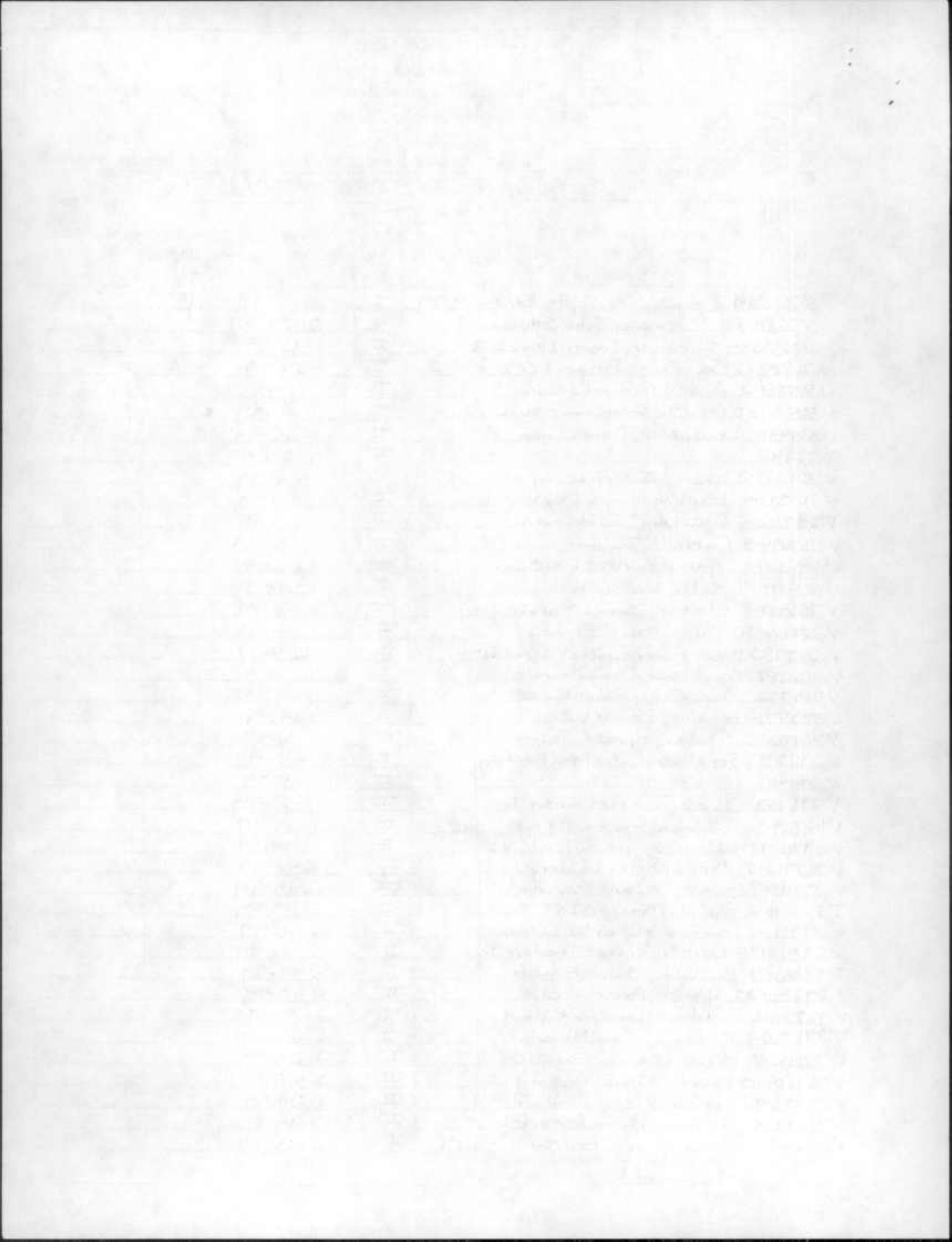
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
V 768888-9	Boyce, Christopher Ed	C-979	I	2-16-99	6/30/00	
V 768347-8	Bowman, John Sullivan		I	2-27-99		
V 768258-9	Wingate, Thomas Herkin III		II	1-15-99		Renod
V 768290-2	Sanders, Bryan Lee		II	1-24-99		In
U 505881-2	Powell, Michael Steven		II	1-1-99		landfill
U 505049-50	Marsh, Artuan Maurice		II	1-20-99		
U 501950	Leadbetter, Debra Lynn		II	1-26-99		
V 769401	" " "		II	1-26-99		
V 769377-8	Knott, Joseph Leroy		II	1-31-99		
U 505883-4	Harding, Angie Marie		II	1-12-99		
V 297760-5	Clarner, David Lavern		II	1-3-99		
V 767694-8	Carroll, Julian		II	1-30-99		
U 494574-6	Savoy, Herbert Louis Jr.		II	12-20-98		
U 504886-7	Riter, Wendy Robin		II	12-18-98		
V 766937-8	Plater, James Ronnie		II	12-27-98		
V 267246-50	Mroz, Mark Francis		II	12-4-98		
V 267783	Montgomery, Lionel Ignatius		II	12-4-98		
U 506288	Matthews, Tony Darrell		II	12-15-98		
V 766732	Danielson, Robin Renee		II	12-17-98		
U 505571-2	Allwine, Daniel Lee		II	12-18-98		
V 767993-6	Staker, Ronald Jason		II	1-31-99		
V 297775	Smallwood, Michael Anthony		II	1-5-99		
V 297901	" " "		II	1-5-99		
V 298153	Scott, Junius Warren Jr.		II	1-8-99		
V 467189-90	Rieman, Regina Marie		II	1-29-99		
V 299047-9	Higgins, Grady Woodford III		II	2-19-99		
V 768713-5	Harris, Robert Darryl		II	2-18-99		
V 299115-7	Gent, Edward Bernard		II	2-19-99		
T 382070-2	Floyd, Maurice Lee Jr.		II	2-19-99		
V 299177-8	Caufman, Charles William		II	2-10-99		
V 299171-4	Carter, Robert Theodore Jr.		II	2-21-99		
T 382038-9	Bullack, Jason Edward		II	2-9-99		
V 298838-42	Black, Andrea Bliss		II	2-10-99		
V 768745-6	Beuchert, Lawrence Richard		II	2-19-99		
V 298966-7	Baker, William McKinley		II	2-21-99		
V 770586-7	Hicks, Melvin Eugene		II	2-26-99		
V 769009-10	Heard, Michael Anthony		II	2-4-99		
V 299586-90	Cooper, Ricca Antonie		II	2-24-99		
V 766932-4	Durham, Patrick Mark		II	12-19-98		
V 296804	Davis, Mark Andrew	C-979	II	12-13-98		

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

\_\_\_\_\_  
Signature

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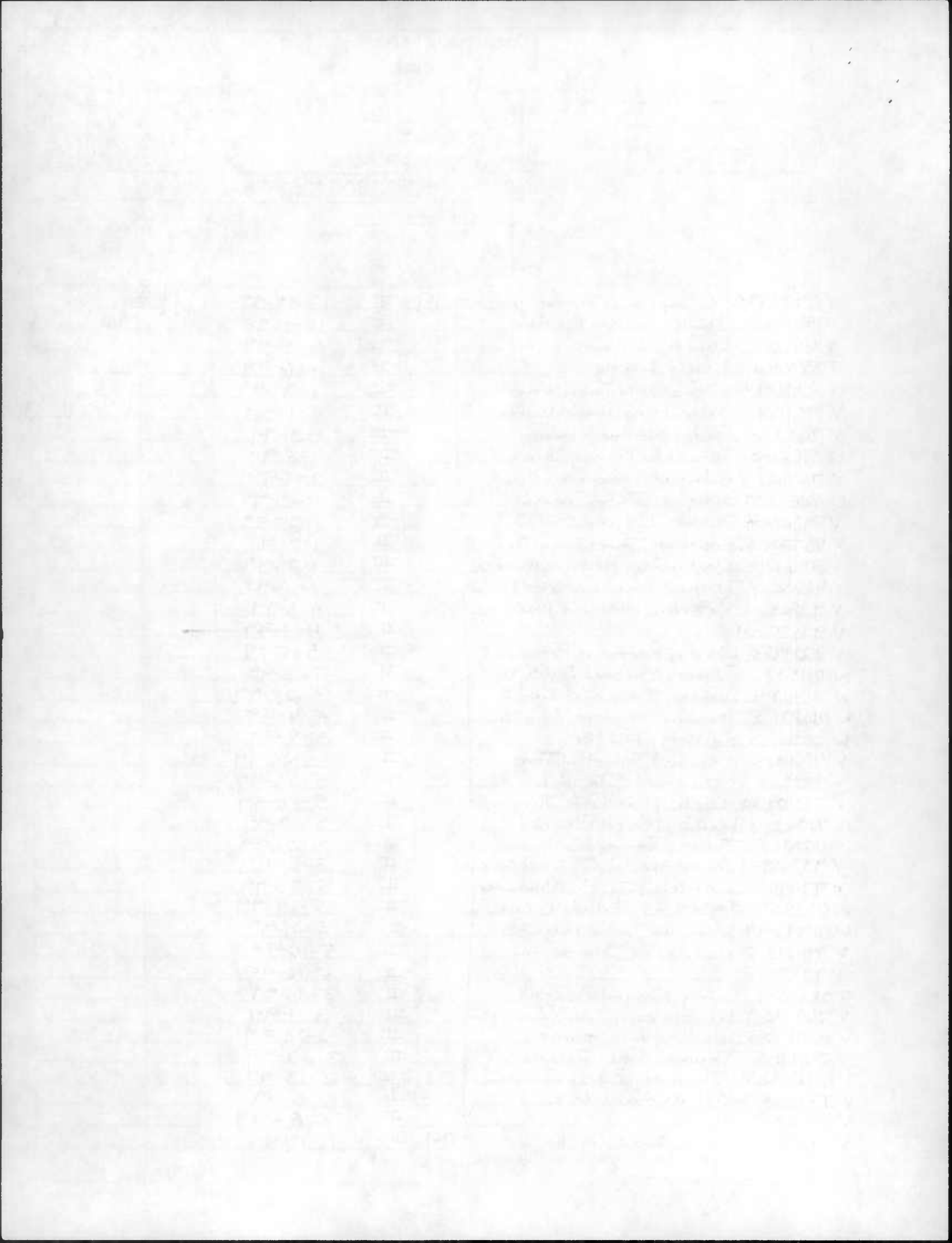
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
V 297259	Chapman, Tammy Lynn	C-979	II	12-18-98		
U 504865	Bowles, Joseph Arthur		II	12-11-98		lined
V 446378	Lynch, William Ivory		II	6-4-99		
T 559092	Keys, Leroy		II	1-16-99		in
V 298603-4	Jones, Norman Roland		II	1-31-99		landfill
V 297189-9	Hamilton, David Michael		II	1-1-99		
V 768310-11	Gaines, Cathy Romaine		II	1-31-99		
U 506520-21	Fenwick, Johnny Junior		II	1-8-99		
V 767607-8	Edwards, Kenneth Colin		II	1-1-99		
U 505097-99	Douglas, John Francis		II	1-29-99		
V 298056-7	Brown, Eugene Melvin		II	1-25-99		
V 767224-5	Anderson, James Evans Sr.		II	1-31-99		
V 298221-2	Washington, Antoine Maurice		II	1-29-99		
V 466308-11	Thomas, Alonzo Wendell		II	1-13-99		
V 938250	Patterson, Kimberly Mae		II	4-3-99		
V 938726-31	" " "		II	4-3-99		
V 770995-6	Woods, Raymond Franklin		II	5-15-99		
W 011537	Wagner, Michael Louis, Jr.		II	5-26-99		
W 011473-4	Sulann, John Richard II		II	5-28-99		
W 010871-5	Semen, Theodore John Jr.		II	5-4-99		
W 011301-3	Roberts, Lester		II	5-8-99		
V 466435-6	Mason, Timothy Terrell		II	5-26-99		
V 773828	McCormick, Jason Louis		II	5-27-99		
V 773929-32	Lucas, Patrick Justin		II	5-10-99		
V 773277-9	Lewis, Mark David		II	5-27-99		
V 773365	Jones, James William		II	5-21-99		
V 937858-9	Saint Arnold, Thomas Edward		II	3-12-99		
V 772501	Jwanicki, Justin Alexander		II	5-20-99		
W 012503	Iglesias, Eduardo Lee		II	5-19-99		
W 011092-97	Hemsley, John Augustine		II	5-21-99		
V 771673-5	Mardesty, James Guy		II	5-16-99		
V 773851	" " "		II	5-16-99		
T 382155-8	Young, Wayne Douglas		II	3-22-99		
V 768798-9	Whitenton, John Christopher		II	3-4-99		
V 937892-5	Washington, George		II	3-20-99		
V 298471-5	Thomas, Carl Joseph		II	3-22-99		
V 938032-5	Thomas, Barbara Susan		II	3-13-99		
V 770200*	Word, Michael Lee		II	6-6-99		
V 774801	" " "		II	6-6-99		
V 773494-5	Warder, Jennie Cecilia	C-979	II	6-17-99		

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

\_\_\_\_\_  
Signature

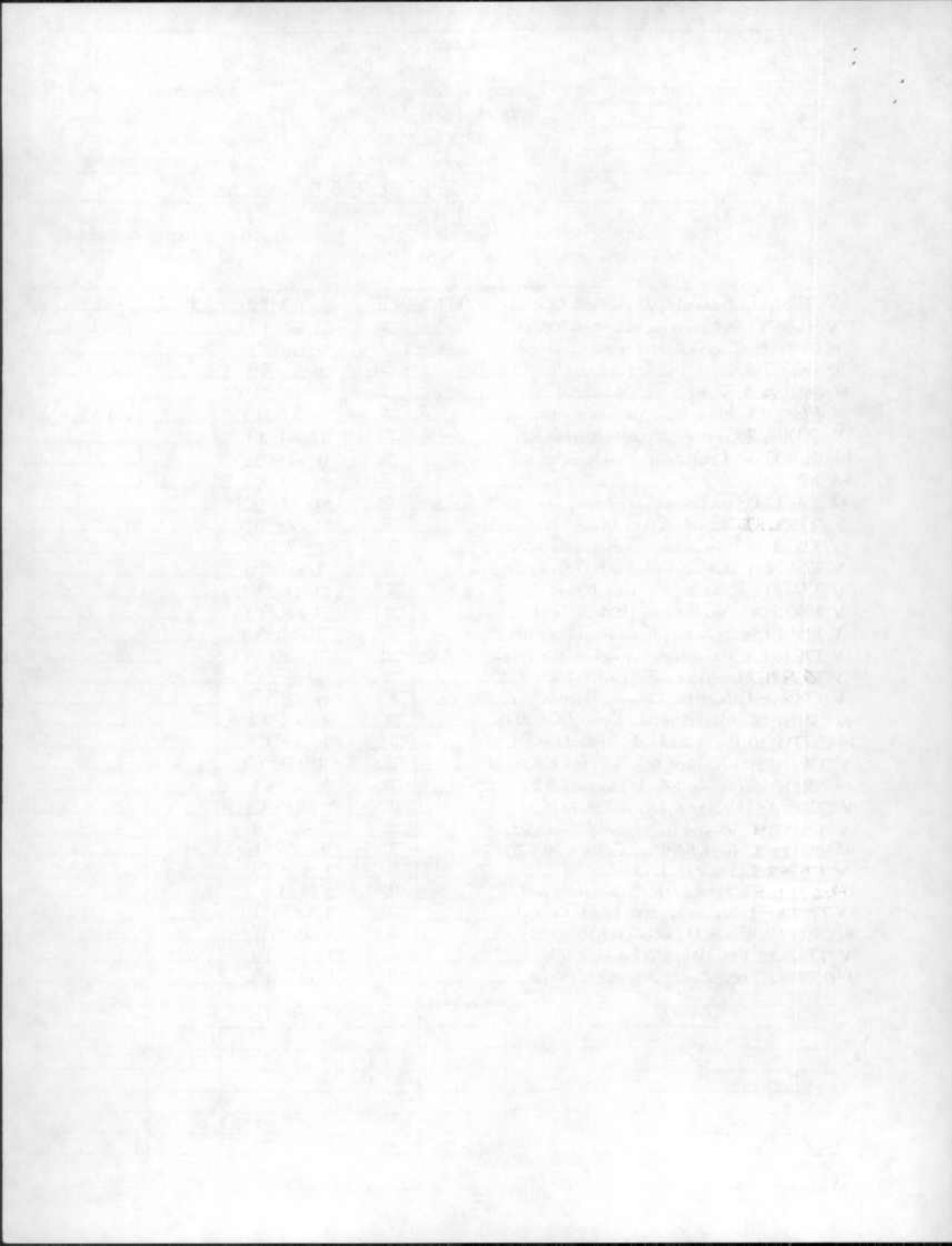
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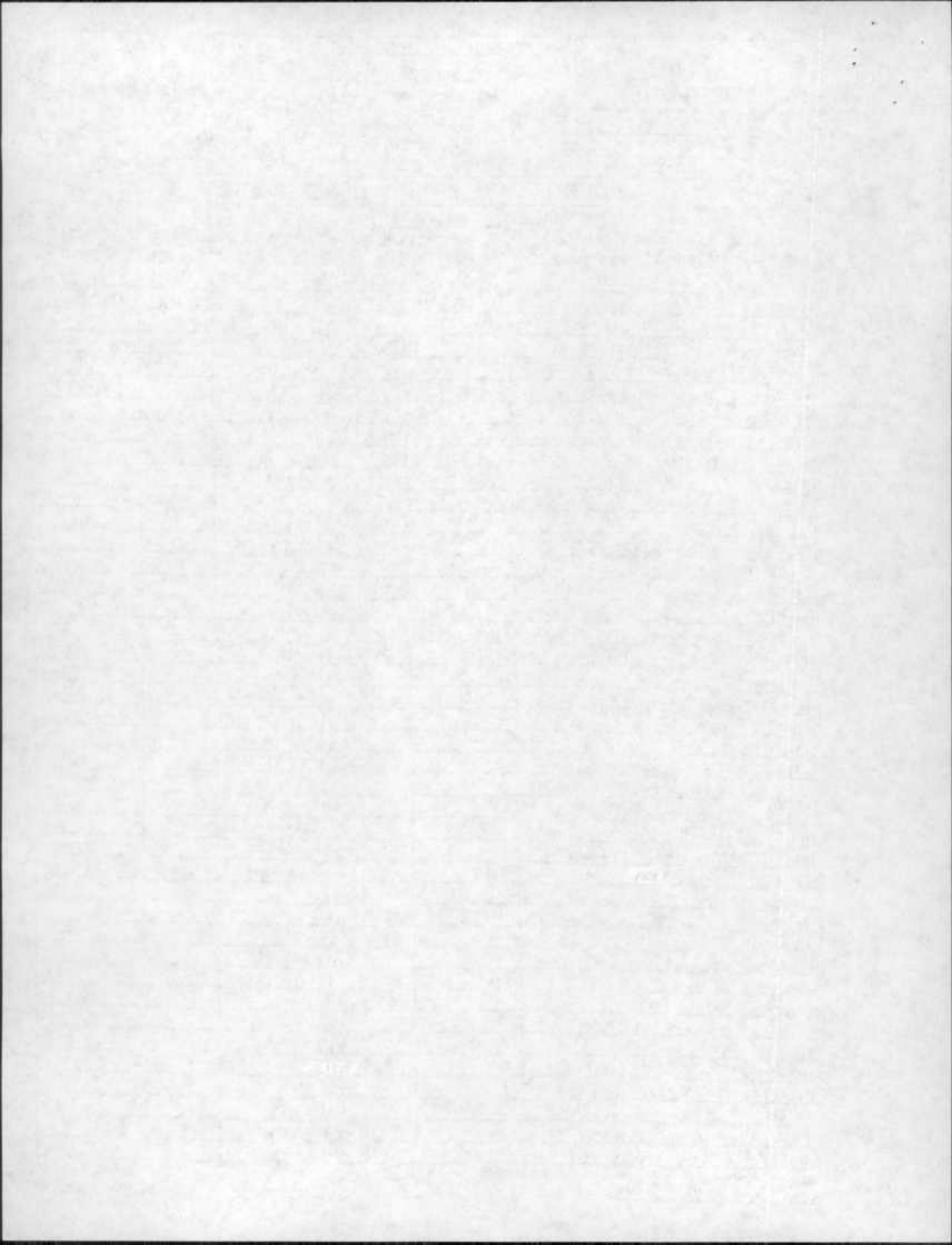
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P14981	Smith, William	C-979	II	8/25/98	6/25/05	Buried
0P14973	Cole, Scott	"	"	8/24/98		
4P14970	Washington, Vincent	"	"	3/5/98		in
5P14964	Griffin, Dianne	"	"	8/24/98		land-
4P14963	Sheridan, Allen	"	"	8/24/98		8/11
2P14940	Cook, Jeffrey	"	"	8/16/98		
6P14937	Deal, Jeffrey	"	"	8/15/98		
2P14933	Duckett, Tracey	"	"	8/14/98		
0P14931	Lewis, Gary	"	"	8/13/98		
4P15222	Swann, Robert	"	"	8/16/98		
3P15221	Best, Craig	"	"	8/17/98		
6P15217	Newman, Jamil	"	"	8/30/98		
1P15177	Hall, Tanya	"	"	8/22/98		
6P15175	Wedding, Dewayne	"	"	8/21/98		
5P15167	Ulrich, John	"	"	8/21/98		
3P14794	Williams, Frederick	"	"	7/18/98		
2P14793	Thomas, Brooke	"	"	7/20/98		
3P14787	Bowen Jr, Randall	"	"	7/20/98		
1P14778	Stackhouse, Burnice	"	"	6/22/98		
3P14773	Robinson, Kevin	"	"	7/15/98		
0P14763	Fernis, Jason	"	"	7/5/98		
6P14762	Thompson, Janette	"	"	7/9/98		
0P14924	Johnson, Jerry	"	"	8/8/98		
3P14906	Ringgold, Robert	"	"	8/6/98		
0P14903	Washington, Terence	"	"	8/4/98		
3P14878	Holiday, Timothy	"	"	7/30/98		
3P14871	Madden, William	"	"	7/30/98		
5P14866	Hair, Sidney	"	"	6/8/98		
0P14833	Lwanicki, Justin	"	"	8/12/97		
6P14804	Brooks, Douglas	"	"	7/15/98		
2P14800	Thompson, Wayne	"	"	6/27/98		
5P15713	Thomas, Charles	"	"	2/25/59		
2P15710	Hill, Michael	"	"	10/4/98		
4P15677	Brown, Pierce	"	"	10/8/98		
2P15675	Hawkins, William	"	"	8/29/98		
1P15674	Brooks, Joseph	"	"	9/30/98		
0P15673	Largen, Sheldon	"	"	10/8/98		
6P15672	Slack, Thomas	"	"	10/7/98		
4P15663	Cavey, Bobbie	"	"	10/3/98		
3P15655	Montgomery, Melvin	"	"	10/2/98		

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

[Signature]  
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6/25/05  
Date



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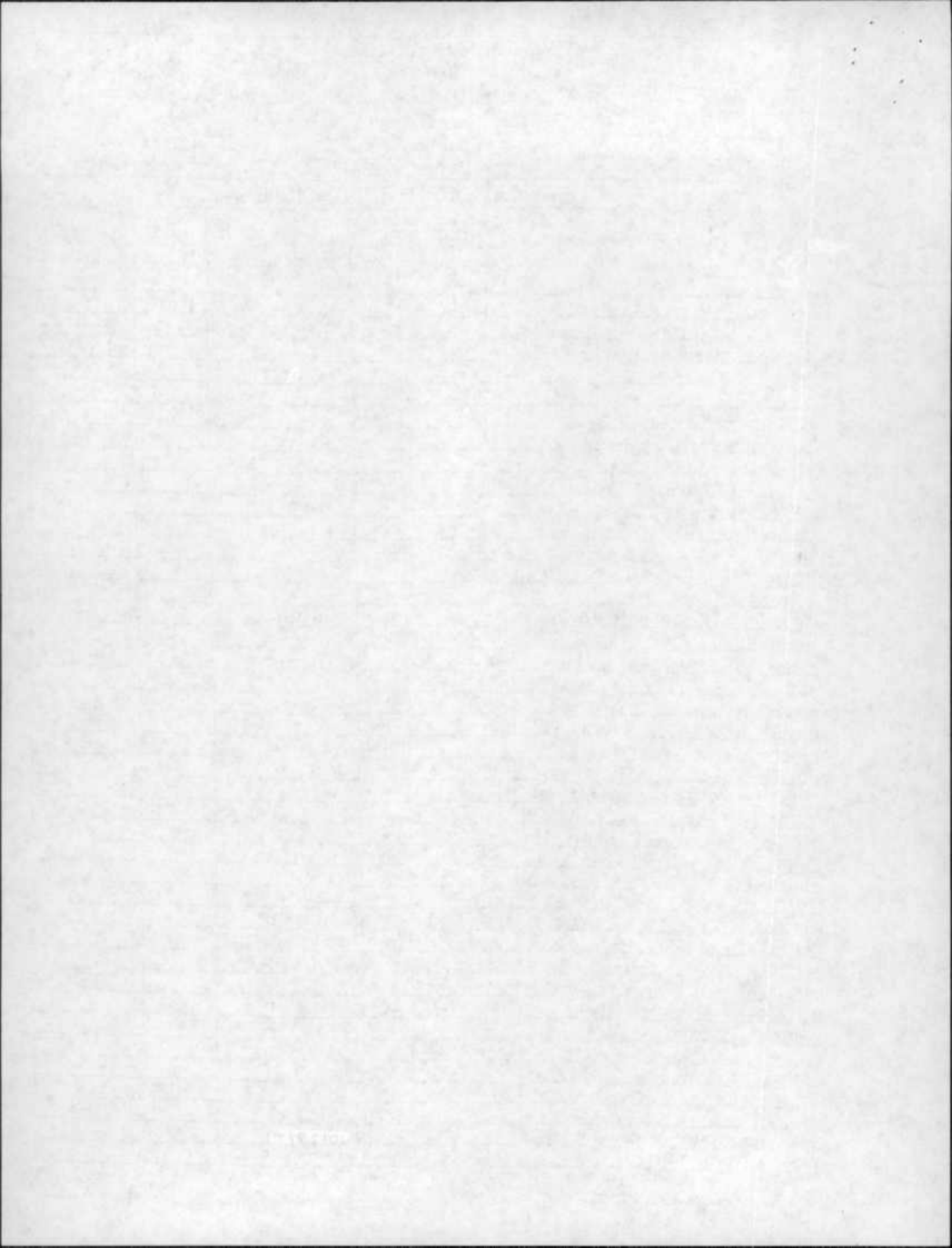
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
0P16058	Ross, Ronald	C-979	II	11/9/98	6/30/05	
5P16056	Marshall, Michael	"	"	11/9/98		
4P16055	Libby, Michelle	"	"	11/6/98		boxed
3P16054	Bender, Richard	"	"	11/8/98		
2P16053	Chase, James	"	"	11/7/98		in
1P16052	Jennings, Lisa	"	"	11/6/98		landfill
0P16051	Lempin, Michael	"	"	11/1/98		
6P16050	Logan, Karen	"	"	11/6/98		
5P16049	Jennings, Melissa	"	"	11/3/98		
1P16031	Hyde, Jeffrey	"	"	10/7/77		
5P16028	Edwards, Rodney	"	"	11/4/98		
4P16027	Lusby, Matthew	"	"	11/4/98		
3P16026	Levere, Rita	"	"	11/3/98		
2P16025	Keys, Nellow	"	"	11/1/98		
1P16024	Charles, Marina	"	"	10/10/98		
0P16023	Roach, George	"	"	11/2/98		
6P16022	Make, Harold	"	"	11/22/98		
5P16021	Simpson, Howard	"	"	8/16/73		
4P16020	Figueria, David	"	"	7/31/98		
2P16017	Beeves, Christopher	"	"	11/7/98		
5P160163	Coley, Maria	"	"	11/7/98		
3P15942	Ferrall, Justin	"	"	10/22/98		
2P15941	Pettis, Christopher	"	"	10/22/98		
0P15939	Douglas, Ronald	"	"	10/21/98		
6P15938	Johnson, Kenneth	"	"	10/15/98		
5P15937	Queen, Ryan	"	"	12/11/73		
2P15934	Townsend, Ronald	"	"	10/14/98		
4P15929	Fawley, John	"	"	10/20/98		
3P15956	Wright, Jonathan	"	"	8/14/98		
2P15955	Barbour, Timothy	"	"	10/23/98		
1P15954	Tutt, Terri	"	"	12/14/97		
0P15953	Bender, Richard	"	"	10/21/98		
6P15952	Tilghman, Ronnie	"	"	8/29/98		
4P15950	Dean, Gary	"	"	10/3/98		
3P15949	Bryce, David	"	"	9/25/98		
1P15947	Faillinger, Donald	"	"	10/22/98		
6P15945	Cooksey, Donald	"	"	10/22/98		
3P16061	Jones, Edwin	"	"	11/5/98		
4P16062	Sheftz, Michael	"	"	10/27/98		
1P16059	Bill, Marc	"	"	10/23/98		

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

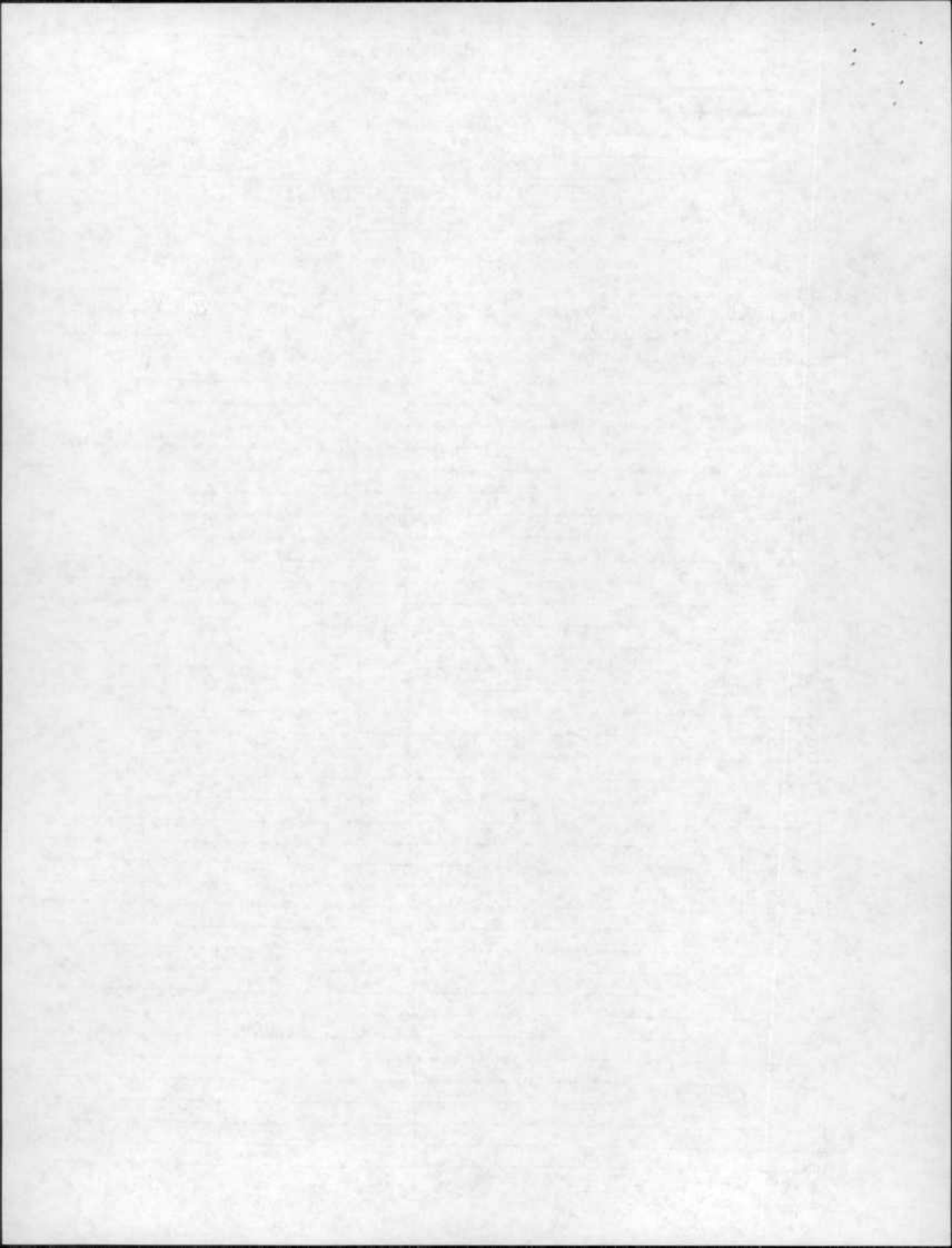
[Signature]  
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**Department of General Services**

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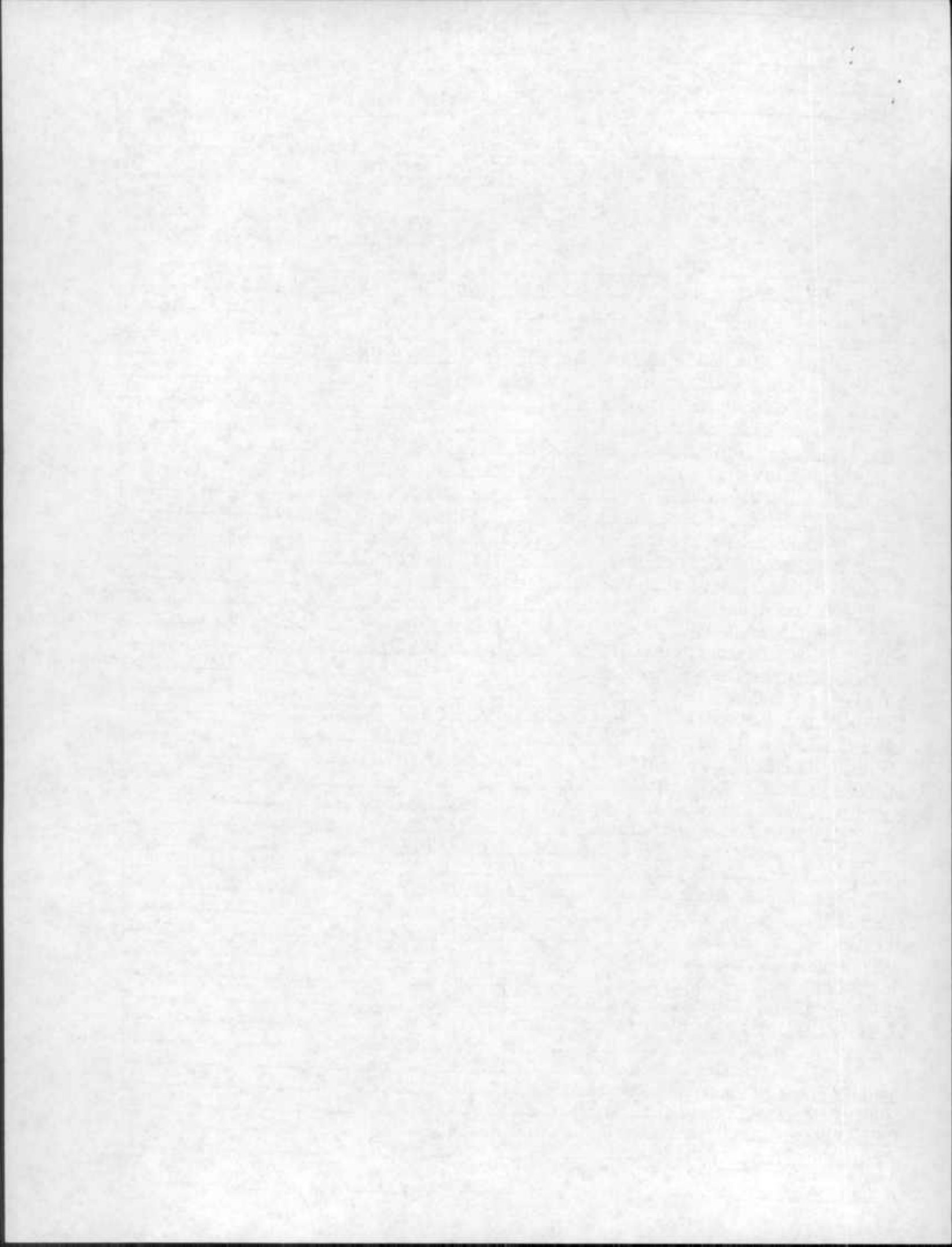
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P15851	Beverly, Jennifer M	C-979	IF	12-14-97	6/30/98	boxed
4P16426	Hardy, Normika Chereese			12-01-98		
3P16425	Strozier, Alfred			08-14-98		
2P16424	Wickline, Jesse Martin			12-01-98		
DP16422	Sweeney, Julian Jerome			07-30-98		
6P16421	Sweeney, Shirley Ann			07-06-98		
5P16420	Swanson, Eddiepearl Lillian			08-31-98		
2P16417	Hoff, Robin Diane			04-07-98		
1P16416	Holt, Martin Deperres, Jr.			03-28-98		
5P16413	Talbert, Linda Ann			06-13-98		
3P16292	Plischke, Laurie Ann			11-27-98		
2P16291	Boland, Joyce Irene			11-27-98		
1P16290	Queen, Marco Dominic			11-29-98		
DP16289	Everhart, Gwyn Darlene			11-28-98		
6P16288	Watson, Earnest Bernardo			11-19-98		
5P16287	Watson, Rhea Marie			11-19-98		
4P16286	Williams, Kenneth Sherell			11-29-98		
5P14712	Everhart, James Hoyle III			07-12-98		
2P4702	Barksdale, Jeffrey Craig			07-10-98		
1P14694	Bell, Nathaniel Wayne			08-01-98		
3P14689	Gray, Marcellus Andrew			06-27-98		
2P14688	Chase, Phillip Martin			07-31-98		
DP14686	Gosnell, Robert Barry			07-31-98		
2P14681	Fennell, David Alan			07-22-98		
3P14654	Marshall, Kelvin Nathaniel			07-15-98		
2P14653	Dunnington, Shelby Maretha			07-17-98		
1P14652	Jordan, Carlton Cyril			07-17-98		
6P14650	Ford, Wendy Arlene			07-17-98		
DP14644	Baltimore, Mark Anthony			07-16-98		
1P14631	Adams, John Kirby, Jr.			06-26-98		
6P14629	Williams, Michael Anthony			07-14-98		
4P14627	Howsare, George Wesley Jr.			07-05-98		
6P14615	Holton, Velma Justina			06-05-98		
5P14614	Brown, Martha Michele			07-11-98		
1P14610	Matthews, Nicholas Allen			07-10-98		
3P14605	Taylor, Charles Michael			07-04-98		
2P14604	Jenkins, Charles Sylvester			07-04-98		
6P14601	Woodard, Jerome S.			07-08-98		
5P14600	Cooper, Lloyd Cornelius Jr.			07-02-98		
1P14596	Shover, Harry Gordon			05-11-97		

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

*[Signature]*  
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*6/30/05*  
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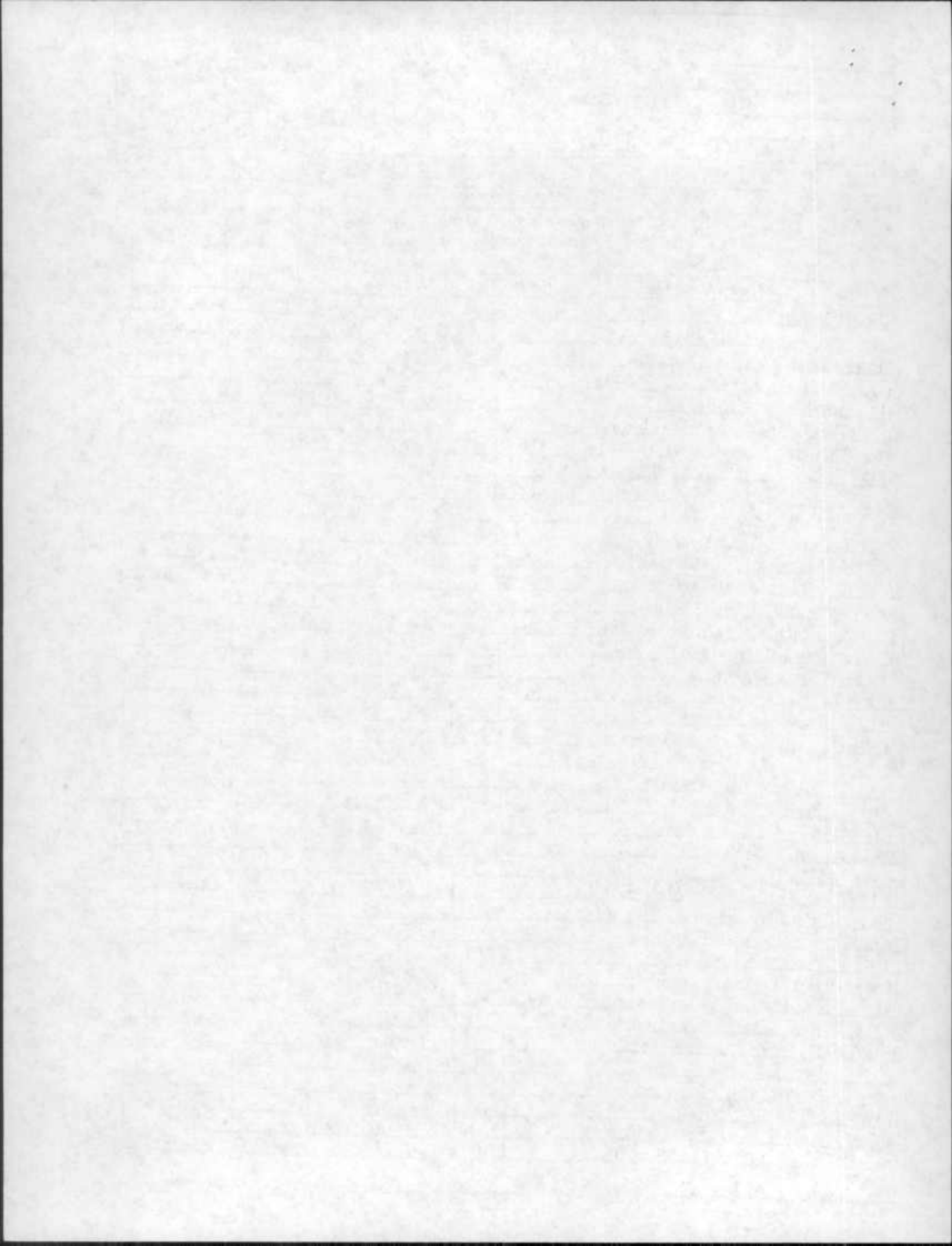
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P14740	Blandford, Amy Elizabeth	C-979	✓	03-08-98	6/30/05	
4P14739	Yates-Key, Nicolette Secunda			07-13-98		Pruned
1P14715	Smith, Ronald Ernest Jr.			07-12-98		
5P15783	Day, William Laird			10-05-98		In
4P15782	Williams, Gregory Shawn			10-14-98		landfill
3P15781	Maddox, Diane Marie			10-13-98		
0P15778	Dyson, Vincent Kaidee e.			10-13-98		
4P15777	Wise, Sandra Mauld			10-13-98		
5P15776	Smith, Christopher Michael			08-11-98		
4P15775	Leopard, Frank Mac Adams			08-21-98		
3P15774	Geltring, Michael Anthony			09-16-98		
2P15773	Tedford, Tolanda Danise			10-13-98		
0P15771	Wells, Joseph Daniel Sr.			10-04-98		
6P15770	Townsend, Ronald E. Sr.			06-08-98		
5P15769	O'Neil, Denise Ellen			10-12-98		
4P15768	Fenwick, Adam Christopher			10-11-98		
1P15765	Guzman, Armen Rosa Mendez			10-11-98		
6P15763	Gray, David Eugene Jr.			10-11-98		
5P15881	Savoy, Theresa Elizabeth			10-07-98		
4P15880	Desarno, Michael Dominic			10-28-98		
3P15879	Walker, Kareem A			08-06-98		
6P15875	Bucia, Robert Paul			10-28-98		
4P15873	Bender, Richard Lee			10-22-98		
3P16362	Bender, William Kevin			07-04-98		
6P16358	Briscoe, Sean Patrick			11-29-98		
2P15871	Gibson, Reid Morgan			09-09-98		
1P15870	Webb, John Curtis			09-19-98		
0P15869	Baker, Tekema Nicole			10-12-98		
6P15868	MSwain, Terry			11-29-97		
3P15865	Pate, Laura Michelle			10-26-98		
2P15864	Proctor, Peter Jowan			10-05-98		
1P15863	Walls, Robin Louise			10-25-98		
0P15862	Tredanari, Robert John			10-26-98		
5P15860	Karis, Michael Anthony			01-27-98		
4P15859	Taney, Christine Marie			10-14-98		
3P15858	Steele, Carol A			10-25-98		
2P15857	Boley, James Durrant, Jr.			10-13-98		
1P15856	McCawley, Josh James			10-26-98		
5P15853	Tredanari, Robert John			10-26-98		
4P15852	Ruth, Jeffrey Nathaniel			06-24-98		

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

*[Signature]*  
Signature

*[Signature]*  
Title

6/30/05  
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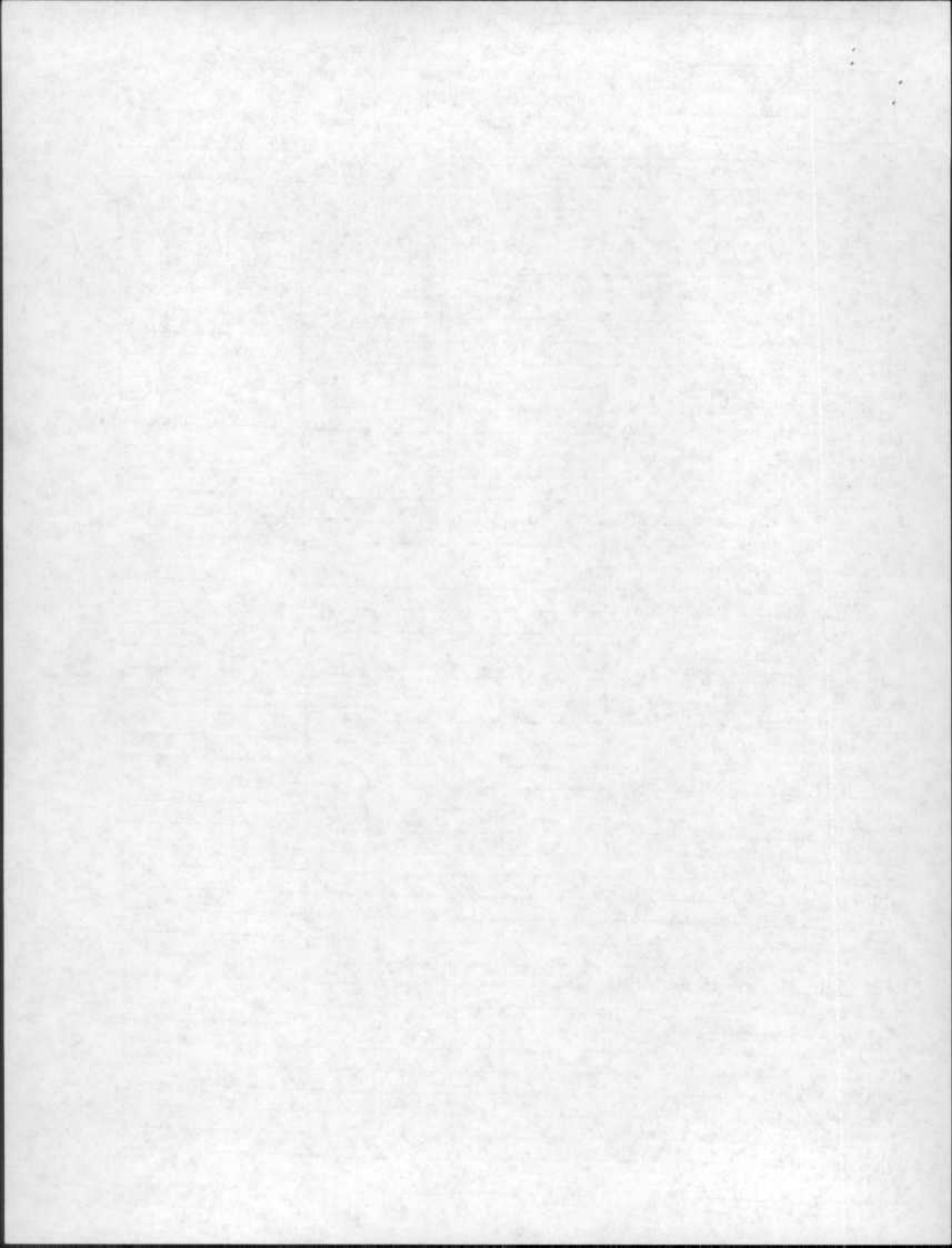
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
5P15825	Jamison, Denis Alvin II	C-979	II	12-06-97	6/30/98	
4P15824	Gwens, Martha Jane	[Handwritten wavy line]	[Handwritten wavy line]	10-11-97		Pined in landfill
2P15822	Sandifer, David Walter			12-18-97		
0P15820	Zulich, Kevin Mark			10-18-98		
6P15819	Herr, Andrew James			10-18-98		
5P15818	Lehoskay, Donald Owen			10-17-98		
4P15817	Hair, Brian Damien Lamont			10-17-98		
3P15816	Slack, Tracy Lynn			10-09-98		
2P15815	Clark, Toni			10-14-98		
1P15814	Barber, Rodney A.			10-17-98		
0P15813	Ferguson, Kinston Tyrone			10-04-98		
5P15811	Marshallick, Theresa Ann			10-09-98		
4P15810	Wright, Patricia Ann			08-20-98		
3P15809	Proctor, Charles Leroy			10-13-98		
2P15808	Keller, Allen Wayne Jr.			10-09-98		
1P15807	Jennifer, John Henry			10-07-98		
0P15806	Seaman Theodore John Jr.			10-13-98		
6P15805	McLaughlin, James Earl			10-11-98		
2P15801	Vincent, Greg George			10-11-98		
1P15800	Holton, Robert Astoria			09-19-98		
6P15798	Mackall, Maurice Doshanta			10-03-98		
5P15797	Halman, Anthony Leroy	06-98				
4P15796	Hawkins, Matthew Helmut	11-14-97				
2P15794	Hutter, Richard Scott	10-11-98				
1P15793	Ferguson, Kinston Tyrone	06-24-98				
6P15791	Harleg, William Clarence III	08-17-98				
5P15790	Holmes, Eneiska	10-14-98				
4P15789	Miller, Lewis Theodore	10-15-98				
3P15788	Halman, Anthony Leroy	10-15-98				
1P15786	Gosnell, Patricia Lynn	08-21-98				
6P15784	Skelton, Calnan Damascus	10-15-98				
5P15762	Ross Kemp, Laurian Denise	10-11-98				
4P15761	Lucas, Kenneth Howard	10-11-98				
3P15760	Jones, James Irvin	10-09-98				
1P15758	Drummen, Timothy Allen	10-05-98				
1P14757	Graham, Norman Leo	06-11-98				
5P14754	Baker, Kenneth Lamar	04-06-98				
3P14752	Cannady, Anthony Fitzgerald	07-19-98				
0P14749	Fowler, Raymond Edward Jr.	05-04-98				
1P14743	Smith, Michael Edward	07-03-98				

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title: Secretary]*  
Title

*[Handwritten Date: 6/30/98]*  
Date



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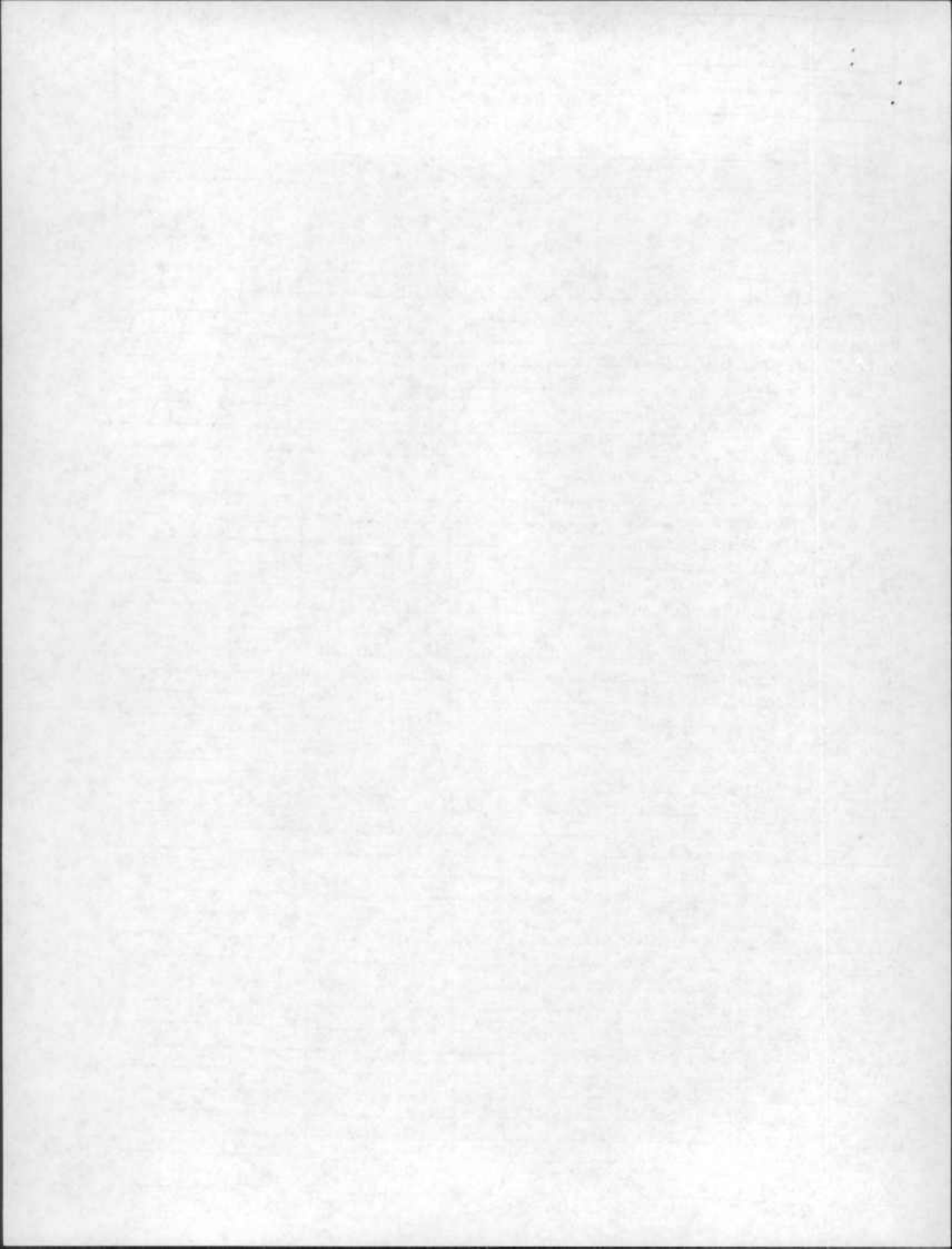
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal	
		Retention Schedule No.	Item No.				
1P16346	Stanley, Woodrow Brent	C-979	II	11-08-98	6/31/05		
0P16345	Turner, Sonyette Maurice	[Wavy line]	[Wavy line]	08-13-98		Pruned	
5P16344	Silbaugh, Miles David			09-30-98			
5P1909	Briscoe, Alice Louise			10-05-98			In
4P15908	Proctor, Rose			09-12-98			land-
2P15906	Quclair, Nicholas C			06-12-98			fill
0P15904	Keys, Ricardo Mandell			11-17-97			
6P15903	Mundell, Curtis Nathaniel			10-16-98			
4P15901	Cooksey, Rachell Ann			10-16-98			
0P15897	Anderson, Thomas John			08-20-98			
5P15895	Miller, Anton Sylvestre III			08-19-98			
2P15913	Craft, David Jeremy			10-18-98			
0P15911	Wells, Damon Cate			10-16-90			
3P15893	Beale, Michael Salvatore			10-30-98			
2P15892	Wheeler, Tamika Michelle			10-30-98			
6P15889	Johnson, Yolanda Kay			09-19-98			
5P15888	Lafairve, Daniel Julio			10-28-98			
4P15887	Harley, William Clarence			10-03-98			
0P15883	Brummitt, Kelly Dwayne			10-28-98			
6P15882	Grinder, William Christopher			10-28-98			
1P15877	Nelson, Jefferson Thomas			10-29-98			
0P15876	Mason, Kendra Alana			10-28-98			
2P16340	Cole, Patrick Bernard			11-26-98			
2P15850	Regalia, Susan Kay			07-20-98			
0P15848	Rusnak, George Lawrence Jr	05-19-98					
5P15846	Pinkney, Jarvis Wayne	08-29-98					
4P15845	Proctor, Clayton Keith	08-29-98					
3P15844	Gandy, Arthur Doward Jr	10-21-98					
2P15843	Woodland, William Marcellus	12-21-97					
1P15842	Winkler, Stephanie Carolyn	12-22-97					
5P15839	West, Nico Shirlese	12-24-97					
2P15836	Hintze, Erick Joseph Jr	09-01-98					
1P15835	Goddard, Cynthia M	06-23-98					
0P15834	Coughlin, Dorothea Massey	12-20-97					
6P15833	Burns, Garnett Theodorsha	05-27-98					
5P15832	Dunsmore Fred Buford	05-02-98					
4P15831	Douglas, Ernestine Louise	01-17-98					
3P15830	Cardellino, Christine Lynn	06-17-98					
2P15829	Brown, Charity Faith	12-24-97					
0P15827	Harrison, Jenny Rebecca	06-28-98					

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

*[Signature]*  
Signature

*[Signature]*  
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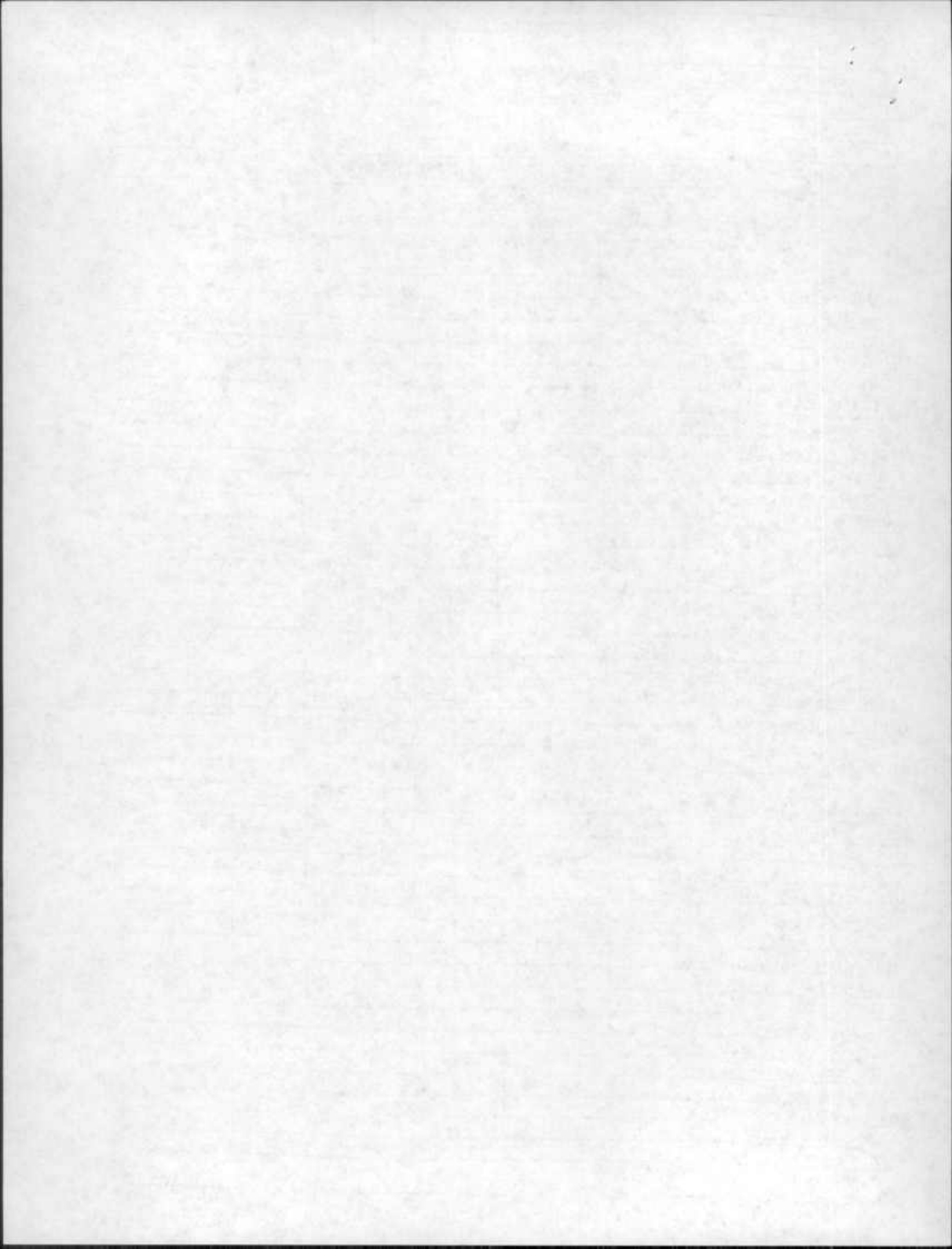
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P16305	Hicks, Brian Lee	C-979	II	11-20-98	6/30/05	
1P16402	Cox, Roy Evans			11-28-98		Pruned
0P16401	Pitts, Darryl Floyd			11-28-98		
6P16400	Lucas, John			12-12-98		In
5P16399	Lynch, Sam			12-12-98		landfill
1P16395	Holt, Raymond Louis			12-09-98		
6P16393	Beal, Scott Christopher			12-10-98		
5P16392	Hurt, Colden Jerome			12-09-98		
4P16391	Chialastri, William James Jr			12-08-98		
2P16389	Karels, Kelly Ann			11-24-98		
1P16388	Thompson, Christopher			12-07-98		
6P16386	Thomas, Denise Melissa			04-25-98		
3P16383	Youngbar, Diana L			07-13-98		
2P16382	Richardson, Johnice M			08-13-98		
0P16380	Edelen, Francis Tyrone			12-23-97		
5P16378	Krikstan, Blakely Elaine			02-16-98		
6P16316	Vance, Daniel McClelland			11-20-98		
1P16339	Howard, Michael Anthony			11-26-98		
0P16338	Bartholomew, Jennifer Lynn			09-26-99		
6P16337	Herr, David			11-25-98		
5P16336	Herr, Andrew James			11-25-98		
4P16335	Cowger, James Edward Jr.			11-24-98		
2P16333	Walker, Theodore James			11-24-98		
1P16332	Medina, Stacy Ann			11-24-98		
0P16331	Hancock, David Allen			11-24-98		
6P16330	Lee, Howard Wilmer			11-22-98		
5P16329	Knapp, Eric Mario			11-23-98		
4P16328	Lanier, Gregory Wayne			11-22-98		
3P16327	Belton, Ivory Cyrenna			11-22-98		
5P16357	Johnson, Charles Jr.			11-20-98		
4P16356	Marsh, Michael James			11-29-98		
3P16355	King, Everett Leon			11-29-98		
2P16354	Lawrence, Courton Nkiefu			11-28-98		
4P16342	Walters, Ronald John			01-13-99		
1P16353	Adams, Charles Edward			11-28-98		
0P16352	Proctor, Francine Angela			11-28-98		
5P16350	Riley, Twann James			11-28-98		
4P16349	Butler, Ruby Lee			11-28-98		
3P16348	Duckett, Tracy V			11-29-98		
2P16347	Stanley, Paris Ann			11-08-98		

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

*[Signature]*  
Signature

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*[Signature]*  
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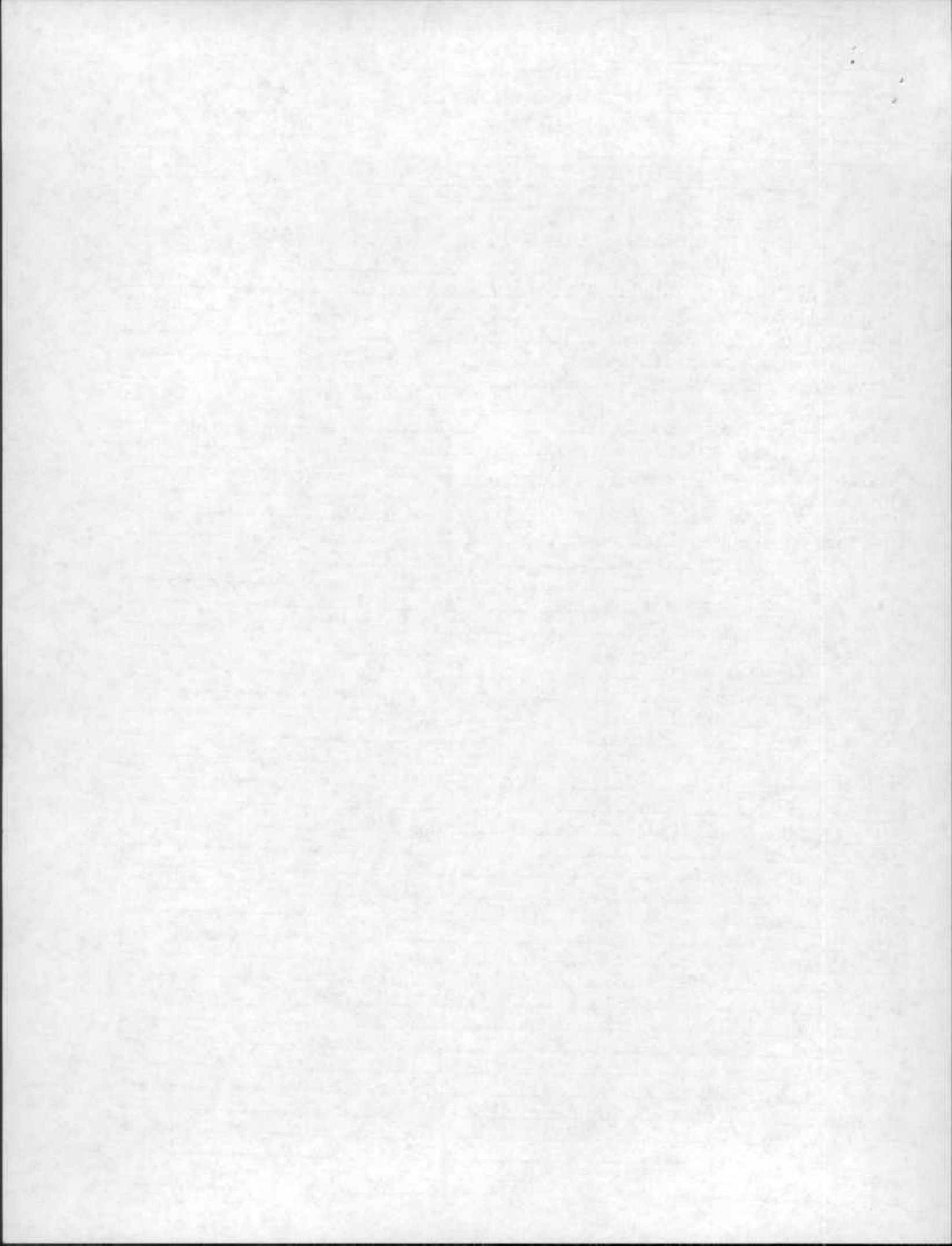
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
OP14553	Burks, Larry Wayne	C-979	II	06-28-98	6/30/05	Bund
2P15899	Koory, Michael Raymond	~	~	10-16-98		In land fill
1P15898	Koory, Michael Raymond			10-13-98		
1P15891	Smith, Thomas Lee			10-30-98		
OP15890	Bednarik, Katie Ann			10-30-98		
1P16325	Warden, Scot Matthew			11-21-98		
OP16324	Mothershead, Michael Paul			11-22-98		
6P16323	Troncoso, Mauricio Alejandro			11-21-98		
5P16322	Woodland, Clayton Eugene			11-21-98		
1P16318	Lockamy, Robert Lee			11-20-98		
OP16317	Washington, Trace Dawn			11-19-98		
4P16377	Belknap, Philip Allen Jr.			07-30-98		
3P16376	Ward, Kenneth Edward			11-21-98		
OP16373	Datcher, Daniel Isaiah			09-16-98		
4P16370	Jackson, James Kenneth			11-07-98		
5P16364	Mandley, Sandra Dee			05-13-98		
2P16361	Gray, Deborah Ann			07-16-98		
1P16360	McFadden, Gary			07-19-98		
OP16359	Murray, Joyce Ann			09-20-98		
OP16303	Woodland, Sylvester Charles			11-18-98		
5P16301	Rushing, Tyrone Morris			11-17-98		
4P16300	Duvall, James William	11-28-98				
3P16299	Welch, Richard Vernon Jr.	11-28-98				
1P16297	Hurley, Leslie Lynne	11-29-98				
OP16296	Modlin, Michael Allen Jr.	11-29-98				
6P16295	Young, Teresa Lynn	10-01-98				
5P16294	Griboaud, Antonio Louis	10-06-98				
4P16293	Pischke, Larce Robert	11-27-98				
4P16412	Washington, Dean Chris	12-22-97				
3P16411	Owens, Martha Jane	10-13-97				
2P16410	Thomas, William Andrea	08-12-97				
OP16408	Patterson, Conzuelle Latrice	08-14-98				
4P16405	Proctor, Christine Rena	11-30-98				
3P16404	Thomas, Sharon Ann	11-25-98				
2P16403	Pitts, John Floyd	11-28-98				
1P16311	Bivens, Michelle Lawan	11-14-98				
OP16310	Houston, Edward Lewis	11-19-98				
6P16309	Wilkins, Leroy Daniel	11-19-98				
4P16307	Douglas, John Francis	11-18-98				
3P16306	Butler, Francis Scott	11-19-98				

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*[Signature]*  
Signature

*[Signature]*  
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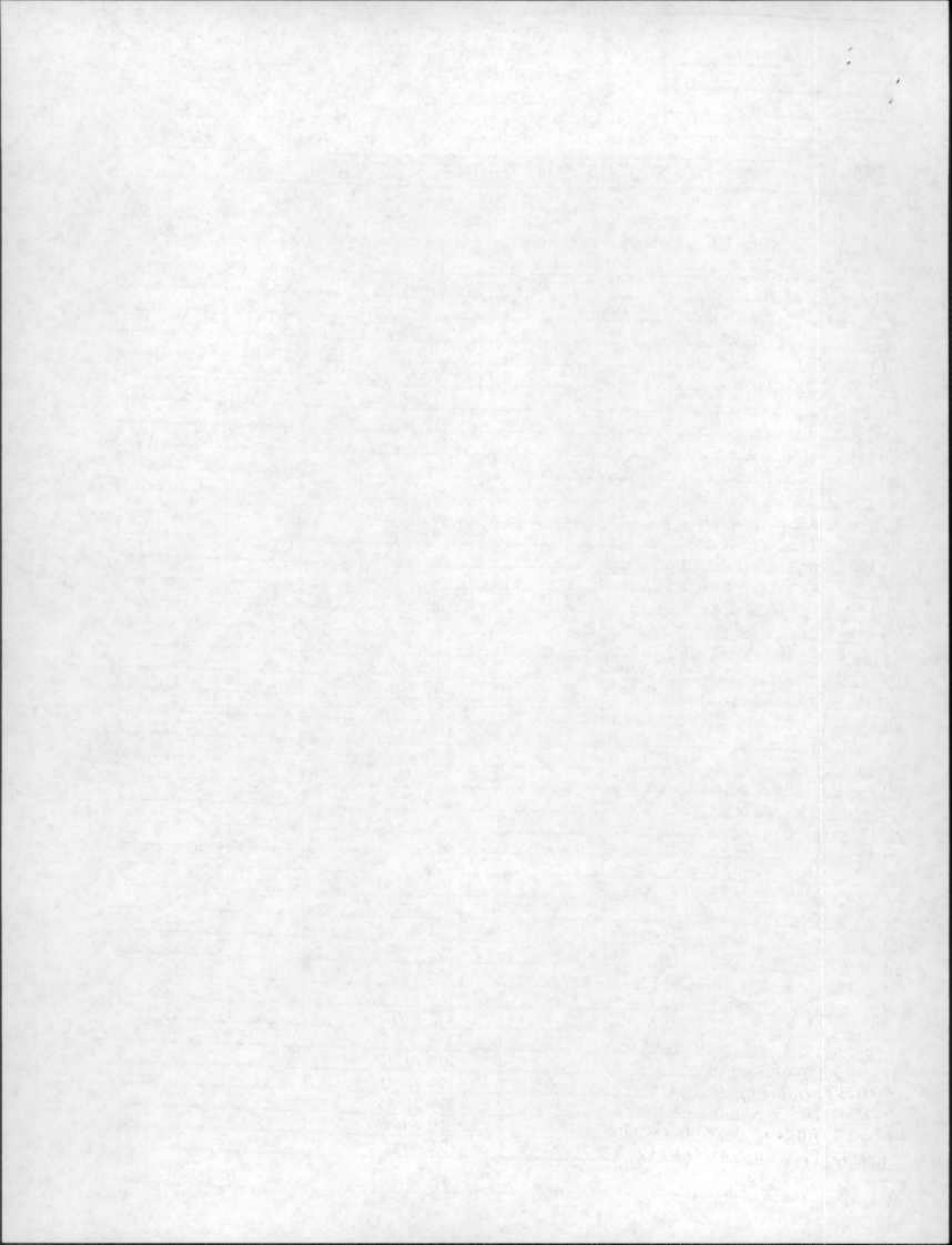
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
6P13719	Bowles, Joseph Arthur Jr.	C-979	II	04-16-98	6/30/05	
2P13708	Brown, Carlinton Everton	[Handwritten wavy line]	[Handwritten wavy line]	04-11-98		Buried in landfill
3P13688	Warrick, Sean Christopher			04-19-98		
1P13686	Thomas, Harold Francis Jr.			04-19-98		
3P13779	Hayes, Wendy Michelle			05-03-98		
2P14163	Ingrum, Stephen Kyle			03-01-98		
3P14136	Craddock, Thelma Marie			05-15-98		
0P14133	Williams, Norman H.			05-22-98		
5P14131	Smoot, Charles Lee			05-21-98		
1P14127	Hawkins, Ronnie Jerome			05-02-98		
6P14104	Preston, James			05-13-98		
0P14056	Posey, Marie Rose			11-02-97		
1P14036	McGowan, Keith Edward			09-14-97		
1P14022	Good, Stephen Wayne			05-17-98		
1P14015	Hill, Kevin Lamont			04-21-98		
0P14014	Spriggs, Jesse Isadore			04-21-98		
1P13742	Fowler, William Dennis Jr.			04-25-98		
5P13739	Perry, Debra Dianne			03-27-98		
0P13692	Buterbaugh, Susan Marie			04-13-98		
0P13685	McCaslin, Elizabeth Dawn			04-11-98		
6P13677	Tyler, Ryan Ellery			04-16-98		
5P13669	Barrett, William Michael			04-07-98		
3P13667	Richardson, David Andrea			04-06-98		
2P13666	Dwight, Barry Eugene			04-15-98		
3P13639	Green, Antonio Michael			03-28-98		
5P13627	Rosier, Richard T			04-12-98		
5P13620	Henderson, Steven Brent	04-09-98				
5P13515	Ward, Thomas Levonn	03-29-98				
1P13490	Little, Mary Lee	03-26-98				
6P13488	West, Marcus Joan	12-28-97				
4P13465	Smith, James Anthony	03-29-98				
2P13456	Brennan, Charles Edward	03-28-98				
617163P1	Williamson Archelle Eureka	08-06-91				
617622P6	Williamson Archelle Eureka	11-91				
616193P4	Poston, Donald Mark	06-02-91				
1P14533	Shaw, Lonny	07-01-98				
5P14537	Benjamin, Joshua	06-15-98				
3P14542	Diggs, Shelley Laneeda	03-26-98				
4P14543	Adistin, Corey Alexander	04-04-98				
0P14546	Proust Ricardo Quentin Jr.	03-07-98				

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*[Signature]*  
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		Retention Schedule No.	Item No.			
3P13758	Holley, Aubrey Lee	C-979	II	04-19-98	date	
2P13757	Stewart, Elizabeth Louise	[Handwritten wavy line]	[Handwritten wavy line]	04-27-98		Buried
2P13750	Bredell, Ronnie Louis			03-16-98		
1P13812	Scott, Gary Alpage			04-21-98		
0P13811	Jefferson, Susan Marie			03-06-98		
5P13809	Lada, Becky Anne			04-20-98		
1P13798	Neal, Keith DeSales			03-08-98		
6P13796	Proctor, Julia May			05-12-98		
0P14007	Clavey, Bobbie Ann			05-15-98		
6P13894	Musgrove, Robert L. III			05-03-98		
1P13987	Lyles, Tony Tobias			05-15-98		
3P13968	Martucci, Ryan Allen			05-10-98		
2P13960	Dillard, Phillip David Perry			02-02-98		
3P13947	Bowden, Roy DeVaughn			05-10-98		
6P13936	Robinson, Lance C.			05-08-98		
4P13920	Kinard, Rhonda Leslie			05-06-98		
3P13905	Richardson, Johnny Michael			04-17-98		
2P13897	Burke, Andrew Dean			04-29-98		
4P13871	Gutrick, Melanie Faye			02-01-98		
6P14293	Goldsmith, Robert Edward			06-10-98		
4P14291	Cooper, James Gilbert			05-08-98		
1P14288	Gray, Lance DeCory			06-08-98		
3P14241	Sanu, Aliae K.			05-21-98		
0P14210	Sanna, Jody Thorne			05-23-98		
2P14205	Chambers, Andrea Denise	10-15-97				
0P13601	Honaker, Justin Corey	04-01-98				
5P13599	Barbour, John Melvin	04-03-98				
6P13593	Graves, Tracey Lynn	04-09-98				
0P13573	Bowden, Andrew Robert	11-29-97				
2P13561	Wheeler, David Richard	03-28-98				
4P13556	Wood, Christopher Francis	04-03-98				
1P13529	Washington, Dean Coris G.	12-26-97				
6P14412	Capelotti, Dean Michael	06-13-98				
0P14399	Ford, Romand Jr.	07-03-98				
6P14377	Hasson, Franklin Ray	06-27-98				
5P14152	Mullins, Jaime Carolyn	05-25-98				
1P13735	Lampert, Scott Francis	04-23-98				
0P13734	Latimore, William Franklin	04-22-98				
3P13723	Edams, Twanna Barbour	04-10-98				
4P13722	Golding, James A.	04-18-98				

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*[Handwritten Signature]*

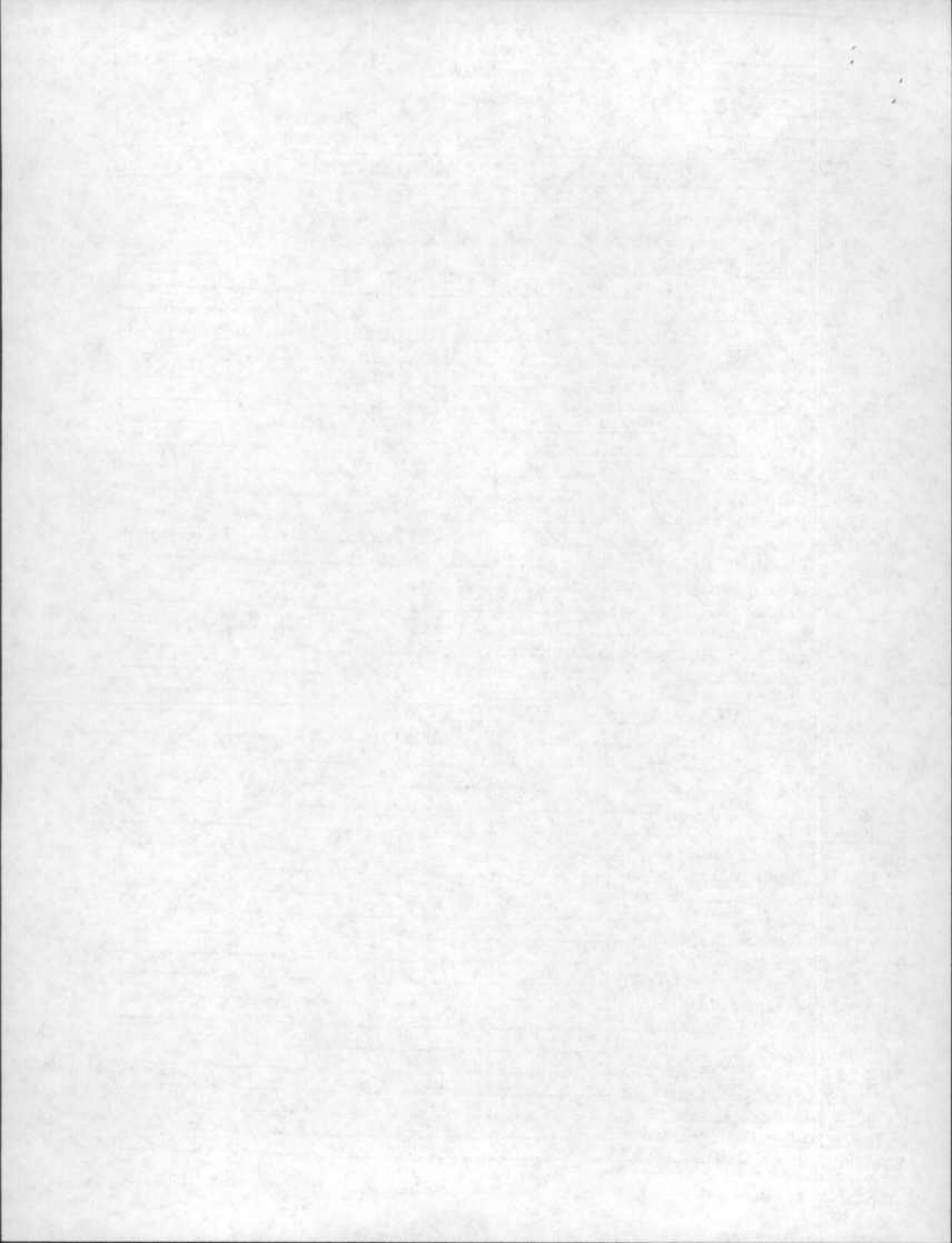
Signature

*[Handwritten Title: Secretary]*

Title

*[Handwritten Date: 6/30/05]*

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		Retention Schedule No.	Item No.			
3P12652	Poirier, Janice	C-979	IF	10-31-97	6/30/98	
5P12647	Wilkerson, Michael Shane	[Handwritten wavy line]	[Handwritten wavy line]	12-30-97		Period in landfill
4P12646	Wilkerson, Michael Shane			12-30-97		
3P12645	Wilkerson, Michael Shane			12-30-97		
2P12644	Johnson, Eric Joseph			12-24-97		
4P12639	Gosnell, Robert Barry Jr			01-07-98		
1P12636	Collins, Michelle Lavan			01-02-98		
5P12633	Altimus, Travis William			11-23-97		
4P12632	Hart, Gilbert Gregory			12-21-97		
2P12630	Warden, James W			11-25-97		
0P12621	Jenkins, Terrence Leroy			01-03-98		
3P12617	Dotson, Anthony Kenneth			12-06-97		
2P12910	Dyson, Shermika V			01-30-98		
4P14522	Gray, Corness Morris			06-12-98		
2P14408	Chase, George Andrew			06-14-98		
4P14333	Davis, Timothy Michael			04-17-98		
1P14400	Stewart, Joseph Alexandris			07-05-98		
0P14392	Keyser, James Elberry			07-03-98		
6P14384	Ferritor, James Patrick			07-02-98		
1P14372	Williams, Tracy Clinton			06-21-98		
0P14364	Bivins, Michelle Lavan			06-26-98		
1P14244	Wehausen, Charles Anthony	06-13-98				
2P14513	Barrett, Patrick Michael	05-02-98				
1P14512	Harris, Ronald Wayne Jr	05-14-98				
4P14508	Holland, Darrell Sylvestre	06-14-98				
6P14496	Turley, John H	06-23-98				
5P14481	Jackson, Rashard Armon	12-13-99				
6P14475	Morgan, Joan Elizabeth	03-20-98				
2P14457	Carter, Marsha Christine	06-19-98				
0P14441	Proctor, Javan Allen	03-31-98				
3P14437	Gray, Eric Timothy	02-05-97				
0P14434	Proctor, Dennis	06-17-98				
0P14315	Melice, Joseph Anthony	06-08-98				
6P14314	Proctor, Dwayne Alonzo	06-07-98				
5P14313	Smith, James Anthony	06-07-98				
2P13778	Grinder, William Christopher	05-03-98				
1P13763	Bordie, David Dwayne	04-30-98				
2P13764	Taden, Peter Kevin	04-25-98				
0P13762	Berkheimer, Glen Allen	04-30-98				
6P13761	Fisher, Samuel Edward	04-30-98				

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

*[Handwritten Signature]*

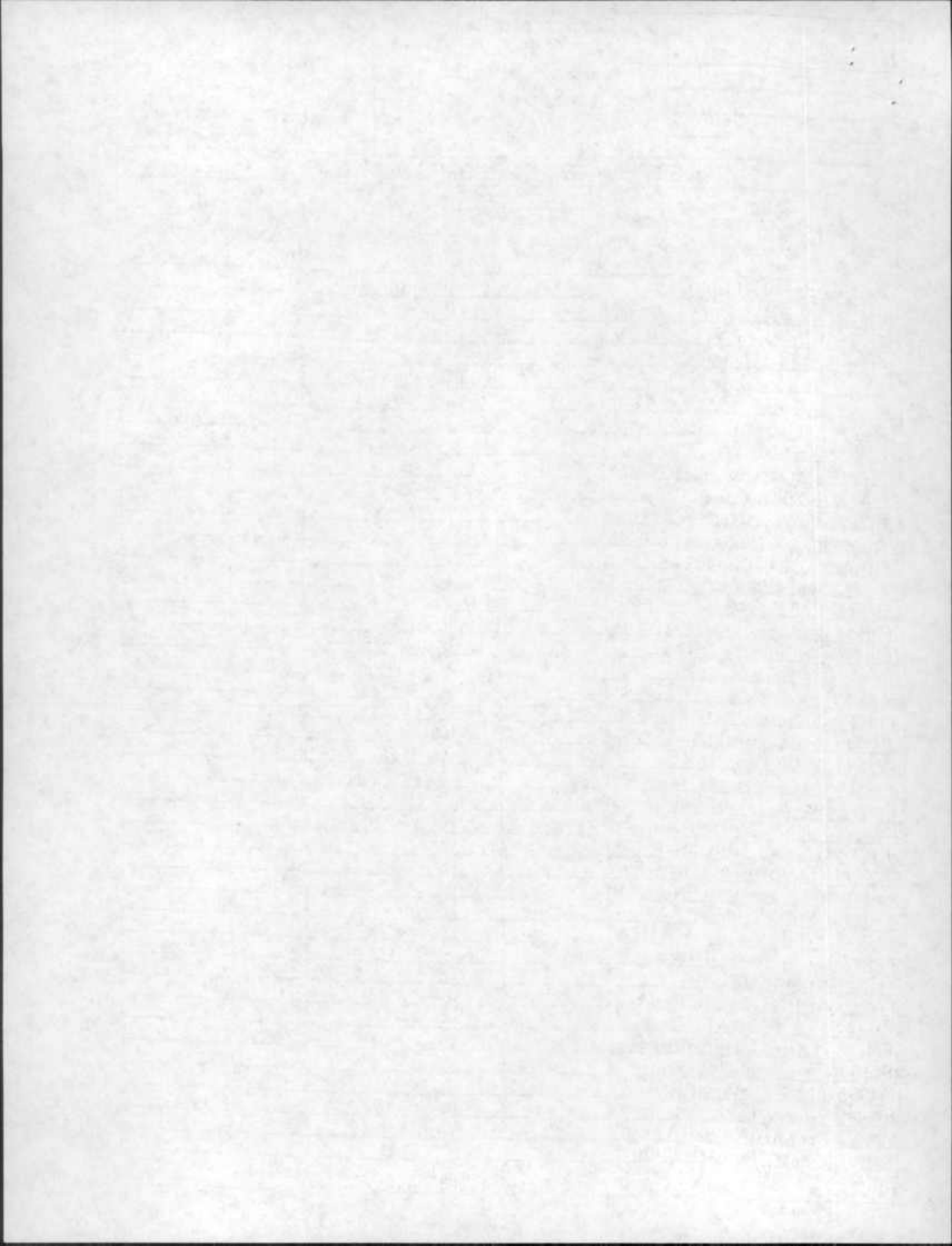
Signature

*[Handwritten Title]*

Title

*[Handwritten Date]*

Date



**Department of General Services**

Records Management Division  
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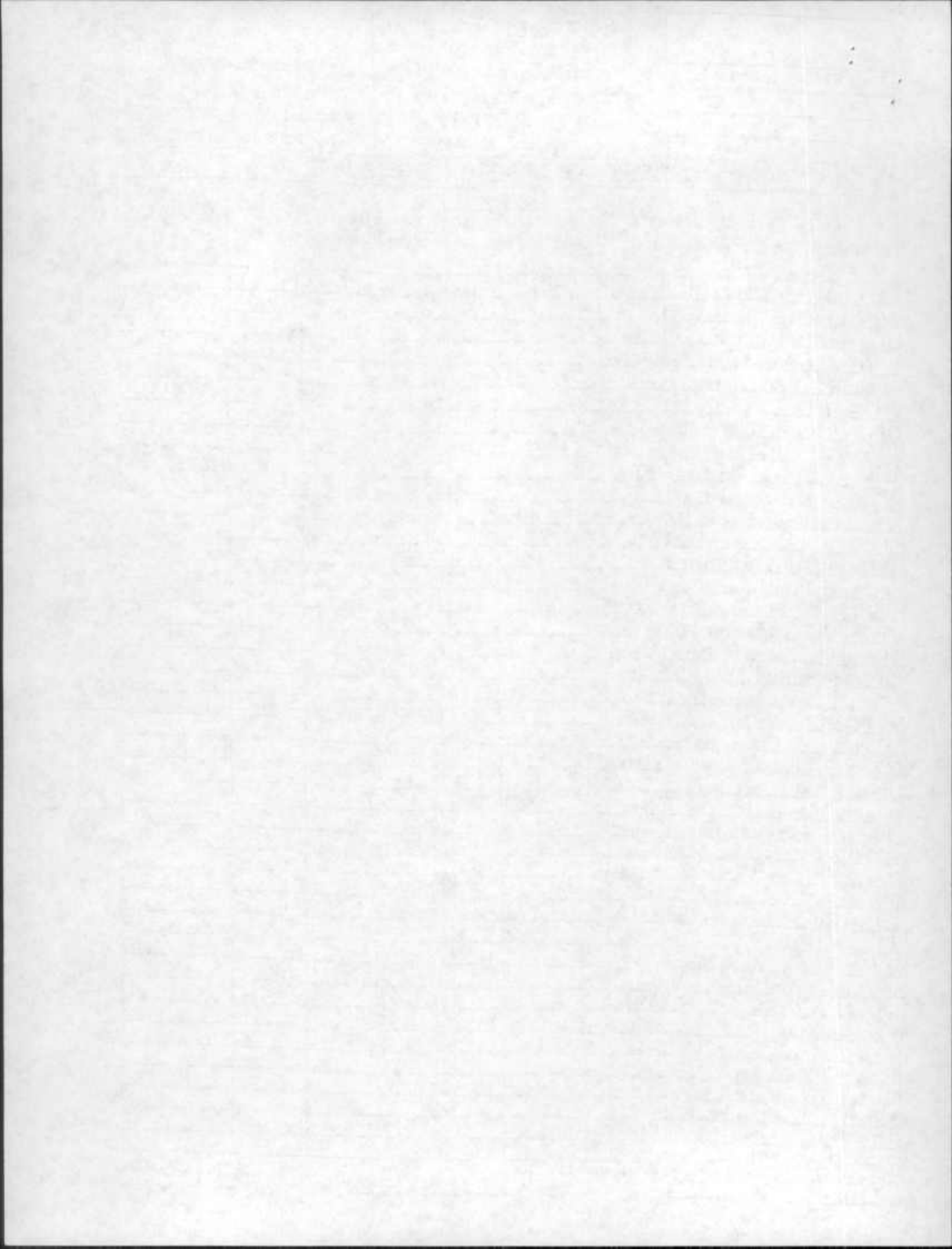
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal	
		Retention Schedule No.	Item No.				
0P12516	Toye, Aaron	C-979	II	12-12-97	6/30/05	burned	
6P12515	White, Andre Paul	[Large wavy scribble]	[Large wavy scribble]	12-27-97			
5P12514	Marbury, Christopher Ray			12-29-97			
4P12513	Robinson, Felicia Ann			11-21-97			In
2P12511	Queen, Trent Tirrell			12-29-97			land-
5P12507	Head, Linda Marie			12-20-97			fill
2P12504	West, Marcus John			12-25-97			
4P12485	Long, Preston Nathaniel			12-23-97			
1P12475	Mister, Sandra Lynn			06-05-97			
2P12455	Carey, James Lawrence			12-27-97			
0P12446	Thomas, DeCarl Michael			12-25-97			
4P12443	Owens, Kisha Lamonica			12-24-97			
0P12439	Ottien, Kenneth			12-24-97			
3P12435	Johnson, Sherene Michelle			10-07-97			
1P12433	Ross, Robert Garfield Jr			12-24-97			
0P12432	Ross, Carolyn Hatch			12-24-97			
6P12431	Gardner, Shonna Marie			12-23-97			
5P12430	Salmon, Korey Arnez			12-23-97			
4P12429	Salmon, Garth Anthony			12-23-97			
3P12428	Shorter, Douglas Allen			12-23-97			
5P12423	Fitzgerald, Harry Leland			12-21-97			
0P12418	Johnson, Charles William			12-21-97			
6P12417	Proctor, Lawrence Stanley			12-20-97			
5P12416	Merchant, Fleur Marie			12-20-97			
2P12413	Stewart, Marlon Dwayne			12-04-97			
6P12410	McGee, Ricardo Blake			12-13-97			
2P12294	Brauner, Francis Jerome			12-11-97			
1P12293	Ford, Rennie Anthony			12-11-97			
6P12291	Jones, Michael Charles			12-08-97			
0P12285	Herbert, Omari Phillip	12-10-97					
5P12283	Campbell, Brenda Karen	12-10-97					
4P12667	Farrell, Robert Edward	11-11-96					
3P12687	Duke, Anthony Joseph Glenn	01-18-98					
1P12685	Mason, Dominique Lashawn	01-16-98					
3P12680	Burch, Daniel Wayne	01-07-98					
4P12674	Chase, Rodney Leroy	01-11-98					
1P12671	Ford, Lucille Lillian	12-29-97					
0P12670	Conhvan, Marshall Scott	01-13-98					
3P12666	Long, Kenneth Alan, Jr.	11-21-97					
0P12656	Cobey, Charles Anthony	08-10-97					

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

*[Signature]*  
Signature

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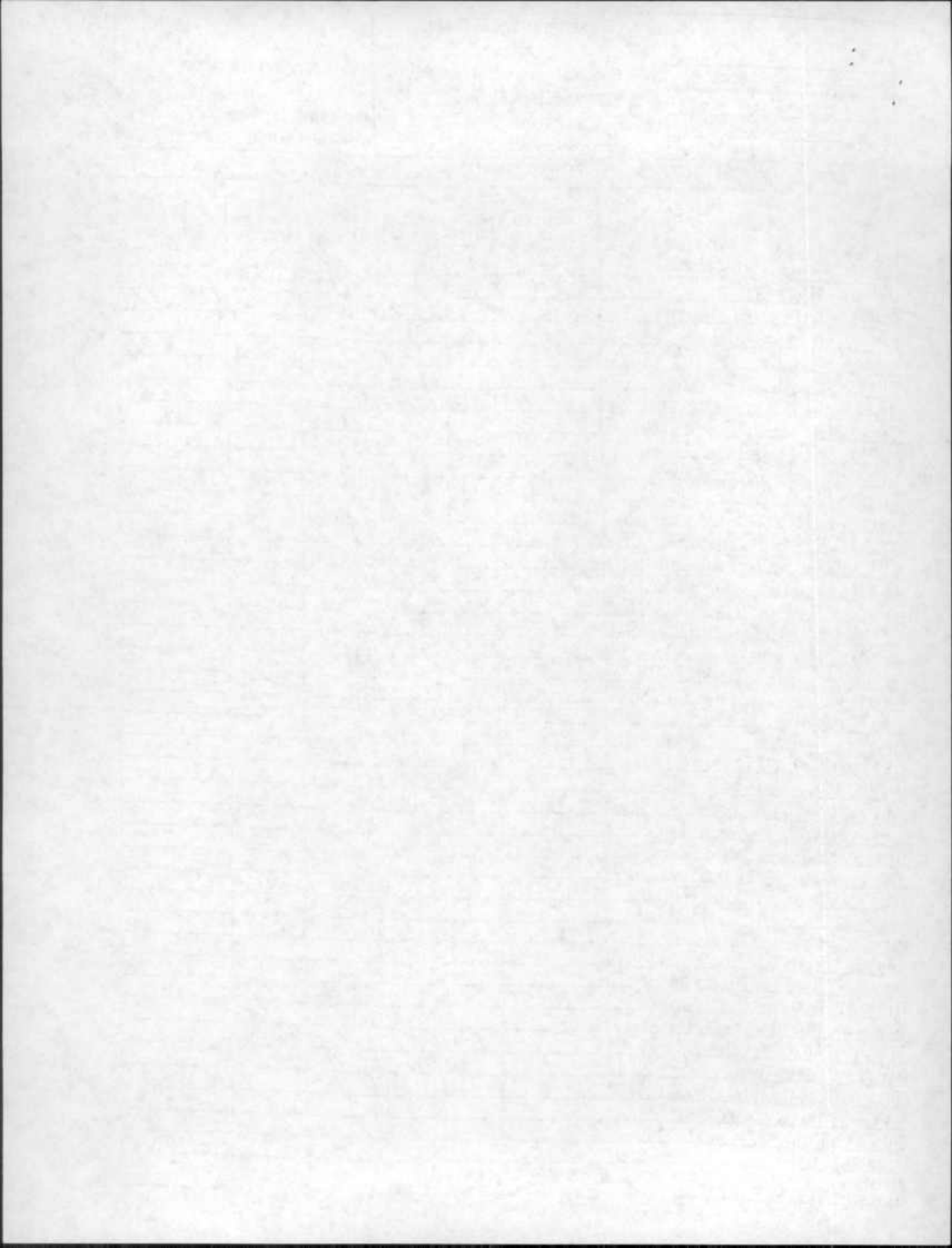
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P13253	Booth, Wayne Allen	C-979	II	07-31-97	6/30/05	boxed
2P13246	Alexander, Jerrell	[Wavy line]	[Wavy line]	03-06-98		
6P12333	Pagliocchini, Joseph Dominick			12-16-97		In
6P12334	Grissett, Michael David			12-16-97		
5P12339	Sardo, John M			12-13-97		
1P12342	McHugh, John Paul			11-17-97		
3P12344	Vailati, Thomas Allen			04-28-97		landfill
4P12345	Bland, Kevin Jerome			12-17-97		
5P12346	Beach, Kevin Wayne			12-17-97		
6P12347	Grasso, Louis D			12-17-97		
3P13219	Barrie, Laura Jean			03-02-97		
2P13211	O'Rourke, Thomas James			02-28-98		
6P13194	Gutrick, Timothy Arthur			03-03-98		
6P13139	Mattingly, Laurence Wayne			02-15-98		
6P13125	Washington, Harry Lucas Jr			02-09-98		
6P13054	Miedenski, John Ralph Jr.			01-17-98		
3P13086	Bennett, Jerome Alphonso			02-04-98		
4P12354	McAdoo, Toya T. York			02-14-98		
6P12348	Jennings, Lisa Renee			12-05-97		
6P12354	Simonds, Robert Ellsworth			08-09-97		
1P12356	Mitchell, Eugene Matthew			12-01-97		
2P12357	Egan, Shawn Michael			12-15-97		
6P12361	Bogan, Ronald Edward			10-31-97		
1P12363	Howard, Eugene Chet II			08-21-97		
5P12374	Walls, Teresa Lois			12-21-97		
1P12377	Barnes, David Martin			12-22-97		
6P12383	Head, Mary Theresa Ann			12-20-97		
1P12384	Lawson, Syria LaKisha			12-23-97		
5P12388	Salmon, Keith Edward	12-23-97				
5P12332	Raley, David Leroy	12-16-97				
6P12326	Johnson, Sherwood	12-07-97				
2P12322	Johnson, Marisa Anita	12-14-97				
1P12321	Alston, Stephen Lindale	12-14-97				
6P12312	Baldwin, Kevin Gerard	12-22-97				
2P12308	Warrick, Joseph Anthony	12-13-97				
4P12303	Evans, Robin Nichole	12-12-97				
1P12302	Sanford, Margaret Ann	12-12-97				
6P12299	Butler, Melissa Louise	12-12-97				
3P12295	Kulle, Richard Shell	12-10-97				
5P12292	Custis, James Complin	02-08-98				

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

*[Signature]*  
Signature

*[Signature]*  
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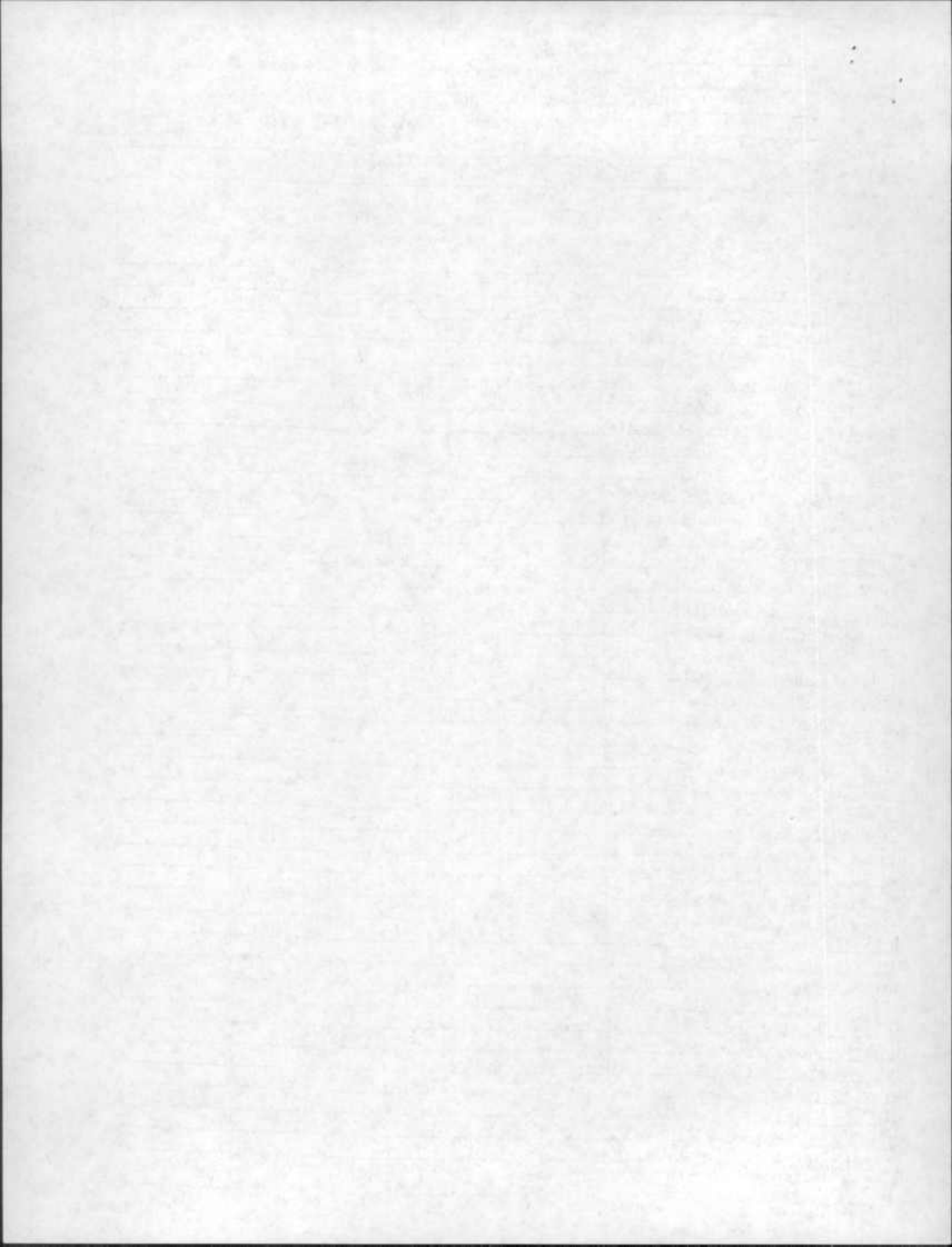
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal	
		Retention Schedule No.	Item No.				
1P12069	Agyei, Steven Kwame	C-979	II	11-22-97	6/30/98	Pruned	
6P12249	Hyde, Jeffrey Wade	[Wavy line]	[Wavy line]	11-28-97			
4P12247	Wade, Timothy Francis			05-24-97			
4P12240	Wood, Rodney Octavious			12-04-97			In
4P12198	Johnson, Floyd Freeman			12-18-97			Landfill
6P12172	Taylor, Barbara Jean			09-27-97			
5P12164	Hunt, Karen Louise			12-07-97			
3P12134	Gilliam, Sundee Marie			10-27-97			
2P12126	Wilkins, William			12-01-97			
6P12109	Tretick, Peter Damian			11-26-97			
0P12068	Staten, Timothy Daryl			11-24-97			
5P12059	Bazemore, Richard Thomas			11-12-97			
4P12058	Mitchelltree, Steven Andrew			11-23-97			
3P12057	Green, Steven Wayne			11-23-97			
2P12056	Andrews, Ronald Richard			11-22-97			
1P12055	Meredith, James Leroy Jr.			11-23-97			
3P12050	Monroe, Jason Heath			11-15-97			
1P12048	Tilley, Glenwood Lee III			11-15-97			
0P12838	Hutcherson, Michael Joseph			01-13-98			
1P12811	Burch, William Bernard			12-10-97			
2P12777	Cole, George S			01-22-98			
5P12745	Domingo, Alicia			01-15-98			
6P12739	Redmond, Cathy Jo			01-16-98			
2P12728	Arnold, Joseph Daniel			01-14-98			
5P12717	Neal, Kenneth Desales			12-07-97			
1P12713	Mackall, Bonita Inez			11-30-97			
5P12710	Willard, Belynda Carst	01-11-98					
5P12703	Peyton Charles Horace	01-11-98					
6P12697	Mister, Sherry Ann	11-11-97					
1P13385	Shorter, Douglas Allen	02-27-98					
1P13371	Zauber, Max Michael	03-12-98					
2P13365	Myers, David Charles	10-29-97					
2P13358	Shorter, Allen Cardell	03-11-98					
2P13400	Kendall, Eric Russell	03-16-98					
1P13350	Ahern, Robert Brian	03-10-98					
5P13333	Palmer, James Lawrence	02-07-98					
4P13325	Muse, Shane Thomas	01-29-98					
4P13318	Epperson Stephen James	03-06-98					
4P13276	Linkins, Michael John	12-31-97					
5P13263	Hawkins, James Robert	03-18-98					

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

[Signature]  
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Secretary  
Title

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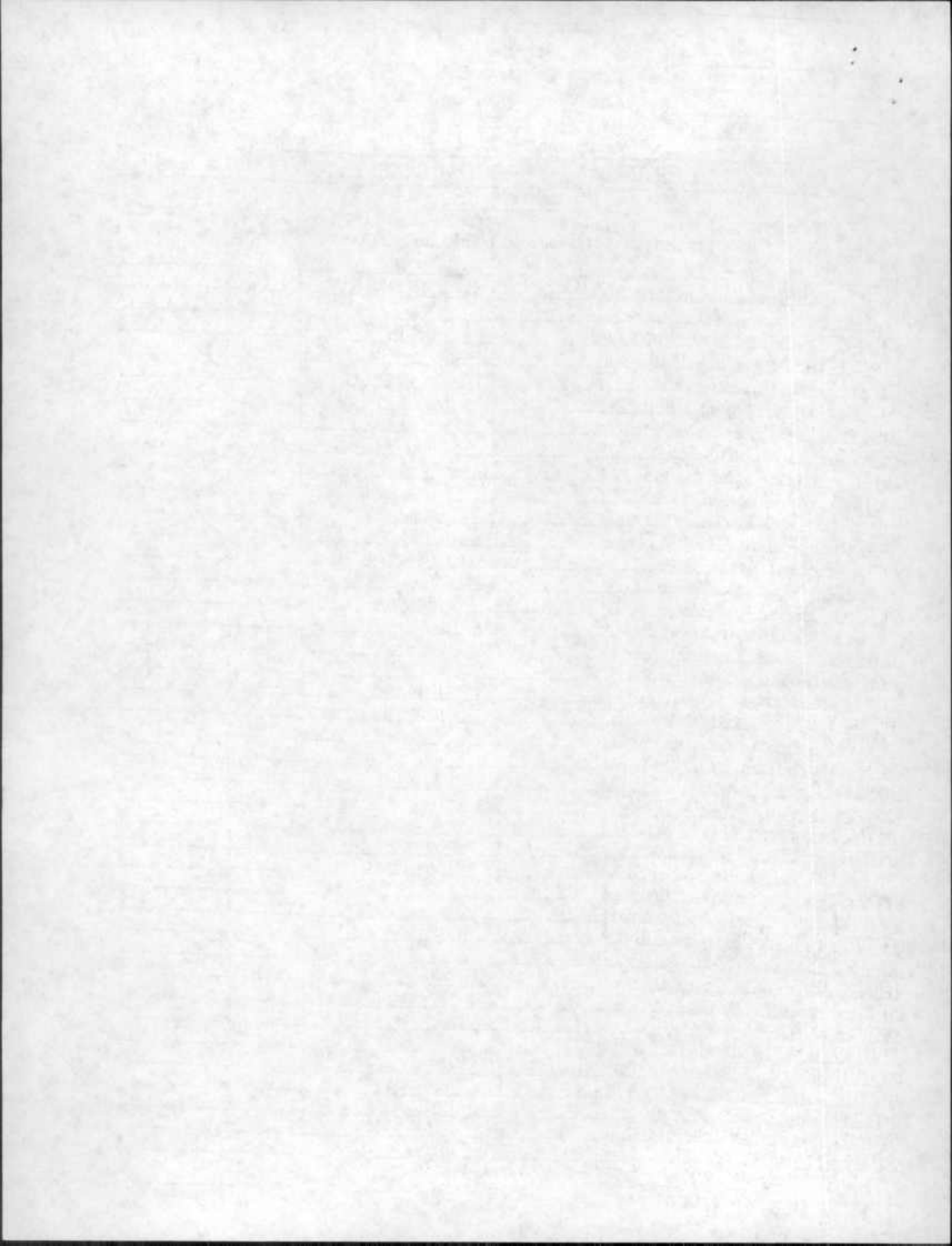
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P11026	Collier, William Hermans Sr	C-979	II	08-10-97	6/30/05	boxed
2P11006	Augustine, Frederick Joseph	[Handwritten wavy line]	[Handwritten wavy line]	08-22-97	[Handwritten wavy line]	[Handwritten wavy line]
0P10997	Huffnagle, Shawn Michael			08-17-97		
5P10995	Horton, Vincent Cummins			08-20-97		
3P10930	Baugh, Luke Junius			07-04-97		
5P10904	Droz, Christopher Andrew			08-10-97		
2P10782	Hatzel, Marcus Doner			08-15-97		
5P10778	Jackson, Anthony Ricardo			08-11-97		
1P10732	Hartley, Dennis Robert			07-26-97		
5P10708	Holly, Daryl Steven			07-23-97		
2P10929	Geger, Charles Anthony			08-12-97		
1P11845	Bell, Charles Edward			08-30-97		
5P11842	King, John Phillip			11-11-97		
2P11832	Love, Joseph Kenneth Jr.			11-10-97		
6P11829	Duggan, Jonathan Manuel			10-31-97		
5P11828	Washington, Kevin Gerard			11-06-97		
1P11824	Glussen, Erik Michael			09-20-97		
6P11822	Hutsen, Deborah Ann			11-05-97		
3P11819	Quens, Leroy Alonzo			11-05-97		
6P11808	Walker, George Abner III			10-12-98		
3P11805	Johnson, Sharn Averon			10-03-97		
6P11801	Wilkinson, William David			10-06-97		
3P11798	Chase, Marcus			10-31-97		
0P11788	Woodland, Martin Sylvester			10-31-97		
6P11787	Campbell, Charlene Joette			10-24-97		
5P11786	Byrd, Terrence Leroy			10-03-97		
2P11783	Fender, Jason Freelen			10-19-97		
1P11782	Gross, Danica Monique			10-24-97		
0P11781	Barnes, Stephen Raymond			10-23-97		
5P11779	Eklund, Christopher Abel	10-30-97				
2P11188	Chauning, Barbara	01-26-99				
1P11166	Butlerbaugh, Susan Marie	04-27-97				
5P11163	Butler, Donna Jean	09-01-97				
0P11151	Pyles, Tammy Lynne	09-06-97				
0P11144	Hicks, Michael Lorenza	07-07-97				
2P11111	Hoard, Robert Nicholas	08-17-97				
6P11101	Lanham, Richard Henry Jr	08-14-97				
6P11094	Stepleton, Eric Todd	09-03-97				
4P11075	Brown, Jeffrey Jackson	07-01-97				
3P11063	Polhemus, Earnestine Anne	08-30-97				

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

*[Handwritten Signature]*  
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*[Handwritten Title]*  
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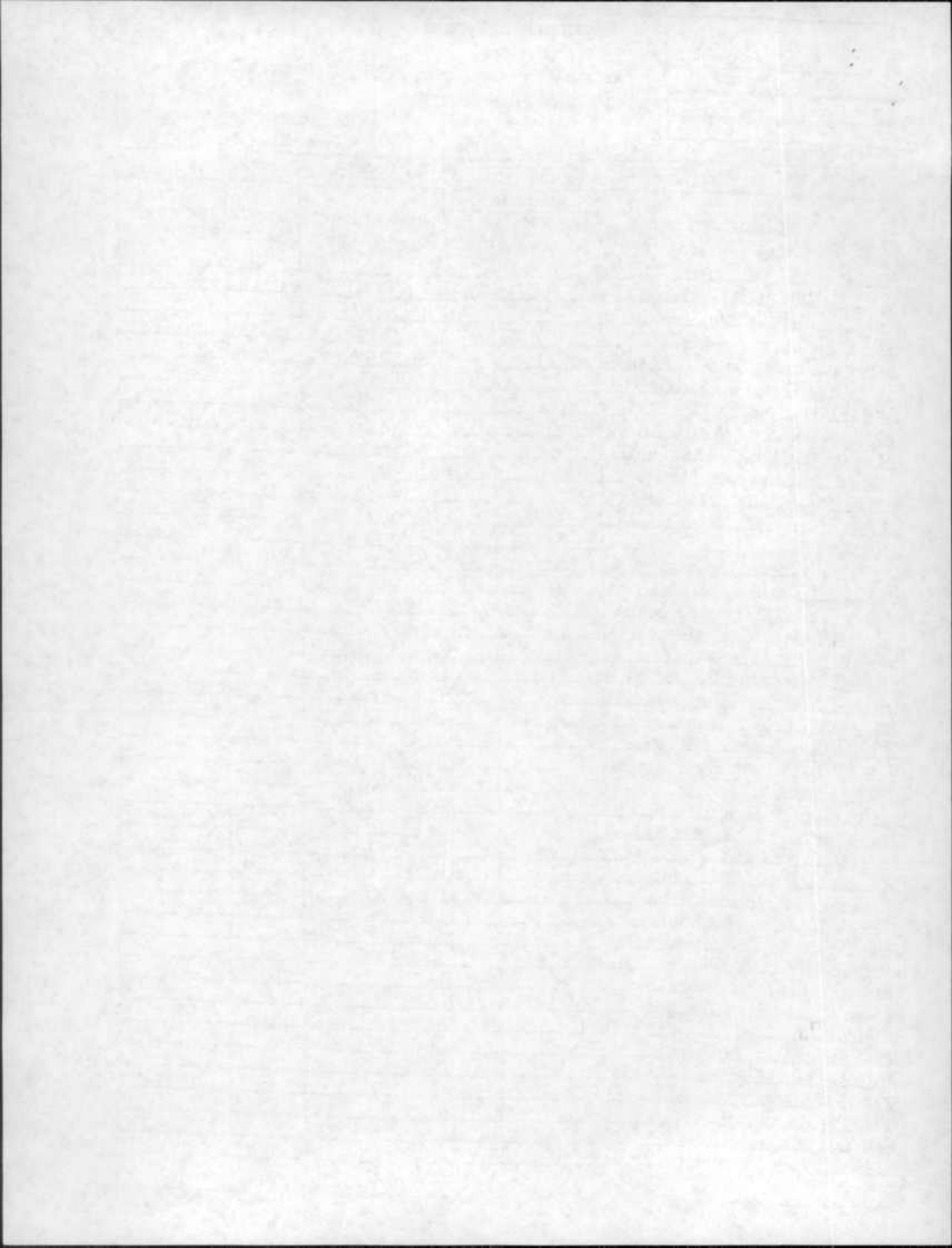
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P11881	Hill, Aretha Sharon	C-979	TL	08-15-97	6/3/05	
6P11850	Mendez, Elaina Maria	[Large handwritten scribble]	[Large handwritten scribble]	11-12-97		Pened in landfill
4P11848	Campes, Levy Jr.			11-08-97		
2P11846	Plank, Damien Alexander			08-30-97		
3P11875	Washington, Macropandelli			11-05-97		
2P11894	Philip, Kelly Woodell			04-23-97		
3P11868	Lawson, Valerie Charlene			09-06-97		
4P11862	Copelin, Michael Anthony			11-15-97		
2P11860	Tinsley, Rose Marilyn			11-15-97		
4P12611	Twyman, Derrick Gregory			01-04-98		
3P12610	Farmer, Timothy Roland			12-12-97		
2P12595	Thompson, George Albert			01-03-98		
0P12579	Caschera, Robert Ernest Ely			12-20-97		
1P12566	Moran, John Walsh			12-31-97		
2P12553	Riley, Cathy Elizabeth			12-31-97		
6P12550	Atkinson, Robert William			11-21-97		
5P12549	Gillespie, Gary Guy			12-31-97		
3P12547	Keys, Lowell Tuscon			12-26-97		
3P12281	Mattingly, Lesley			12-09-97		
2P12280	Douglas, John Francis			12-09-97		
5P12276	White, Johnny August Jr.			12-05-97		
3P12274	Brink, Mad Marie Darlene			10-02-97		
1P12272	Paige, Dummett Demiere			12-09-97		
3P12267	Hutcherson, Michael Joseph			12-08-97		
2P12266	Carroll, Edward Edwin			12-08-97		
3P12260	Williams, Tommy Mundell			12-05-97		
1P12258	Mendez, Elaina Maria	11-18-97				
6P12543	Martin, Anthony Ray	11-22-97				
4P12541	Wade, Gerald Allen	12-30-97				
2P12539	Frain, Jennifer Lynn	12-23-97				
2P12532	Book, Walter Eugene Milo III	10-31-97				
1P12531	Elliott, William Louis	10-31-97				
6P12529	Pool, Ny Kedia Rochelle	12-18-97				
4P12527	Simpson, Richard Tyler	12-19-97				
2P12525	Moksheski, Duane P	12-30-97				
0P12523	Reynolds, Robert Andre II	12-30-97				
2P12518	Fowler, Matthew Reginald	12-23-97				
2P12084	Kelp, Charles	11-25-97				
3P12106	Bush, Ian Xenos	11-26-97				
6P12256	Coratelo, John Francis	12-07-97				

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title: Secretary]*  
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*[Handwritten Date: 6/3/05]*  
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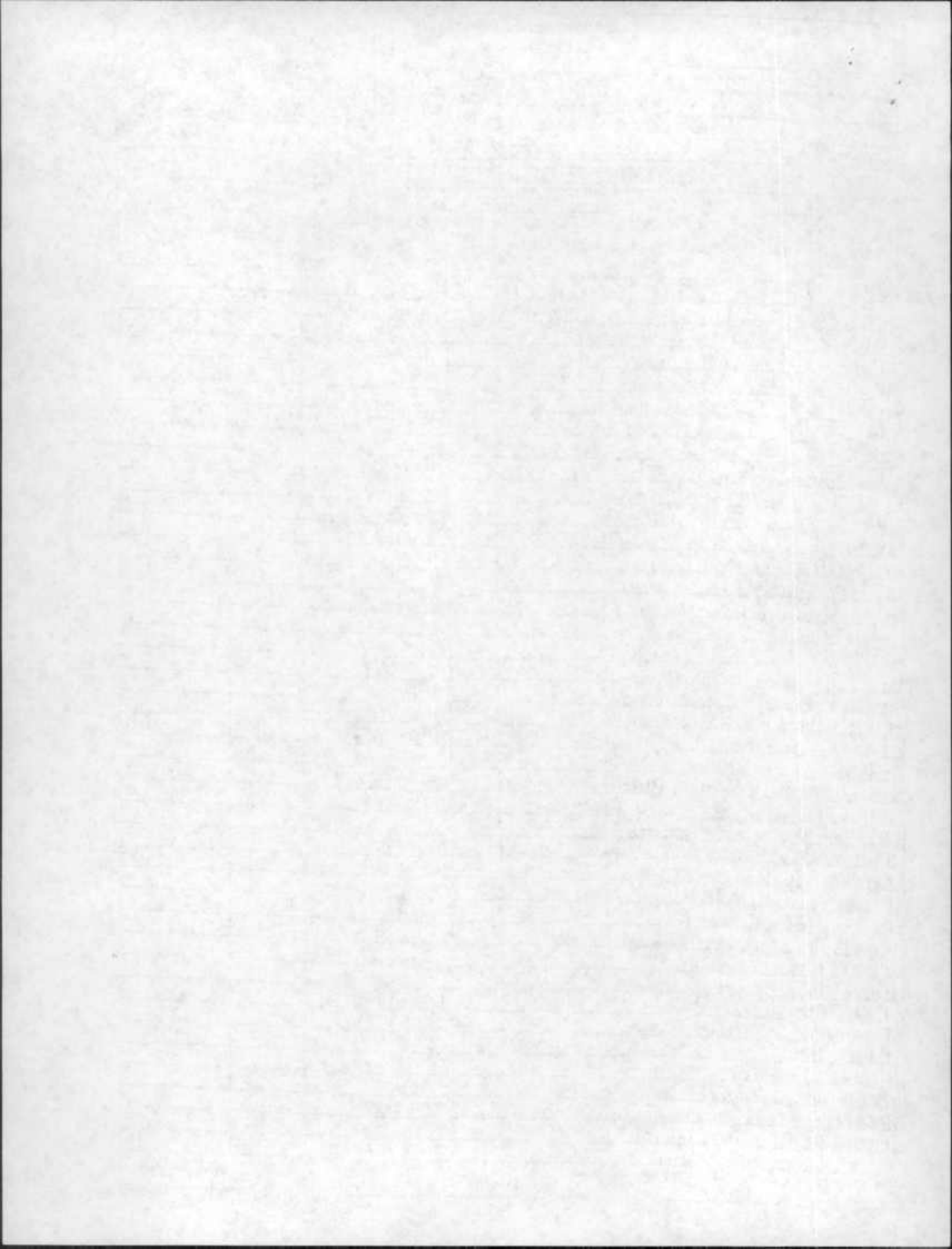
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
0P11396	West, John Marcus	C-979	II	09-30-97	6/30/97	
1P11369	Williams Robert Lewis	[Wavy line]	[Wavy line]	10-01-97		Purged
2P11202	Hicks, Christopher Greer			08-28-97		In
0P11193	Turnage, Willie Ray			12-06-96		
4P11190	Clinkscale, Sheila Annette			05-12-97		
5P11499	Flaherty, Rebecca			02-13-96		
4P9965	Bilodeaux, David Lee			05-17-97		
1P10403	Ushery, Dantieia Maria			08-19-96		
2P9907	Brooks, Joseph Robert			05-13-97		
0P9849	Walker, Chantel Kati Ka			01-02-97		
4P9832	Edwards, Andre Dea Carlo			05-05-97		
4P11771	Lloyd, Thomas Earl			10-29-97		
3P11770	Pitt, Rodney O'Brien			10-29-97		
0P11767	Turner, Terry Nelson			11-06-96		
6P11766	Turner, Terry Nelson			08-09-97		
3P11763	White, Henry Harrison			10-29-97		
4P11757	Munnich, Christopher Blair			10-26-97		
3P11749	Levy, Charles Dwayne			10-29-97		
6P11738	Hane, Shulah Kareem			10-19-97		
5P11702	Hudson, Heather Elizabeth			01-09-97		
6P11696	Quade, Roland Anthony			10-23-97		
1P11688	Webster, Anthony Steven			10-15-97		
5P11611	Muschette, Bertram Darnell			10-09-97		
5P11562	Phillips, Rodney Cleveland			09-02-97		
3P10489	Henson, Clarence Francis			06-30-97		
0P10465	Wharton, John			04-18-97		
2P10397	Keys, John Curtis			05-24-97		
2P10384	Jabbar, Rasheda A			08-01-96		
5P10358	Wilkes, Robert A			06-26-97		
4P10343	McLaugherty, Christalynn	06-26-97				
2P10313	Hicks, Brian Lee	06-23-97				
4P10189	Hamilton, Phillip Russell	06-12-97				
6P10653	Briscoe, Sean Patrick	06-08-97				
5P10645	Cassidy, Brian David	07-21-97				
6P10633	Riley, Cathy Elizabeth	06-20-97				
1P10620	Johnson, Brian Keith	06-07-97				
6P10618	Macowelski, John James	07-07-97				
5P10617	Wexler, Christopher John	07-07-97				
4P10588	Wade, Justin Tyler	07-18-97				
	Coates, Karen Ann	07-16-97				

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*[Signature]*  
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*Secretary*  
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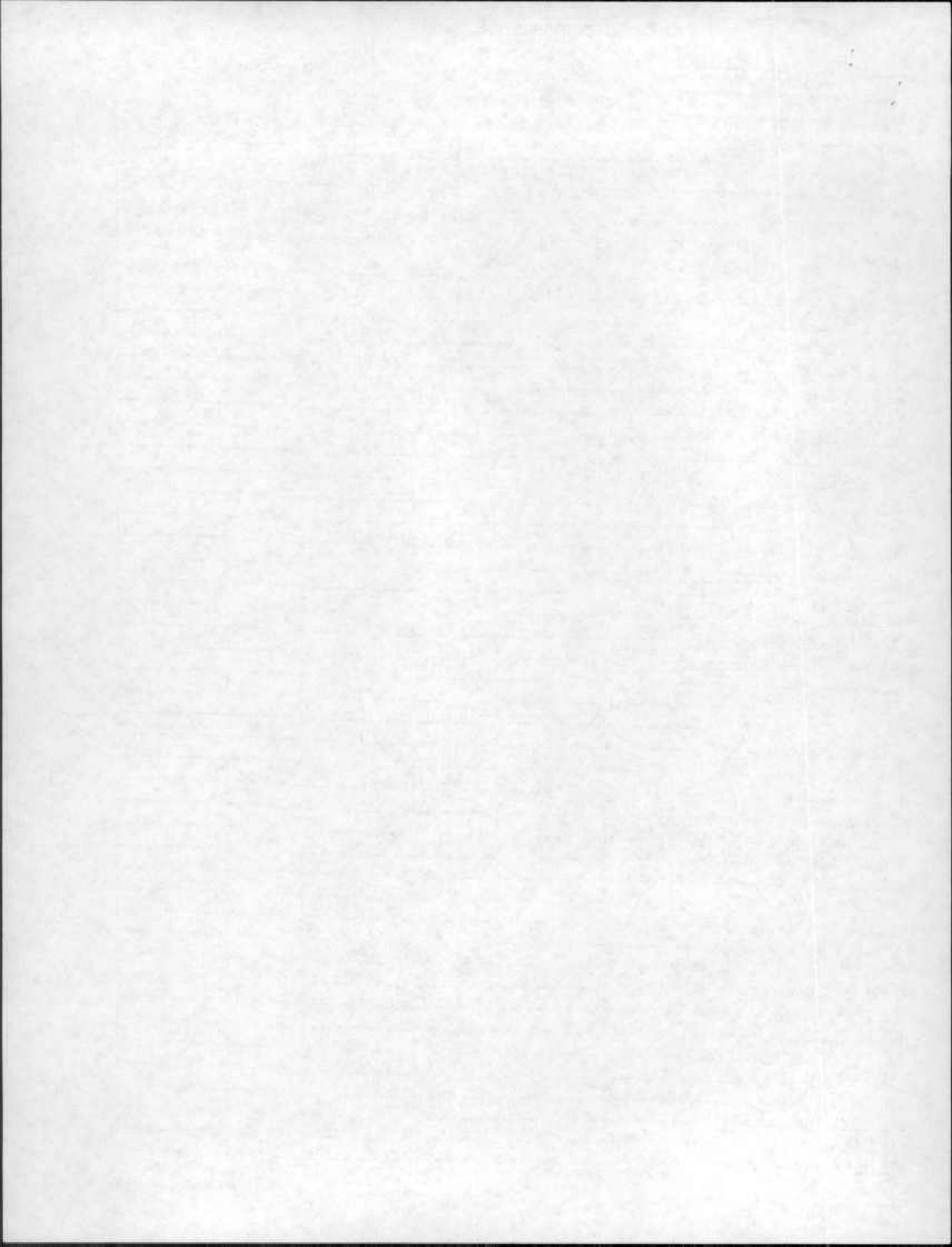
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P10006	Lamb, Franklin Pierce	C-979	II	02-14-96	6/30/05	
5P9798	Gilenn, Sheila	}	}	03-23-96		Bundled
2P9774	Corona, Tony James			04-29-97		
4P9755	Lee, James Rodney			03-14-97		
3P9754	Logan, Steven Cornell			04-22-97		
4P9741	Proctor, Marshall Eugene			04-26-97		
2P9739	Williams, Robert Lewis III			04-26-97		
3P9635	Branham, John Elliott			01-13-97		
1P9584	Edmunds, James Andrew Jr.			04-21-97		
4P9517	Beverly, Clinton			04-07-97		
2P9515	Moore, Gregory Scott			04-02-97		
4P9503	Harris, Edward Brian			03-22-97		
6P9498	Brengle, Wayne Edward			08-23-97		
2P9389	Mackel, Joseph Eugene			03-20-97		
3P8935	Childs, Ronnie Demond			02-06-97		
1P8919	Corona, Tony James			01-03-97		
2P8906	Barron, Victor Duncan			03-02-96		
4P8859	Castro, Tim			02-11-97		
0P8834	Mylam, Daniel Philip			02-09-97		
1P8793	Jones, Nebuse Anake			01-14-95		
3P8781	Garrett, Shirley Ann			01-17-97		
6P8714	Morris, Alan Wlyne			01-28-97		
5P8685	Janifer, Andeeeah Connie			01-20-97		
4P8516	Simms, James Harold			01-01-97		
0P8512	Hager, Donald Edward Jr			12-20-96		
5P8496	Fletcher, Charles Jr.			12-31-96		
5P10183	Kidwell, Steven Andrew	06-17-97				
4P9265	Lightsey, Terry	03-17-97				
0P9205	Gibbons, Eric	02-28-97				
2P9200	White, Tayvon	03-13-97				
0P9170	Humphries, Ramona Francine	07-02-96				
0P9128	Goldring, Clifton J. Sr.	03-08-97				
0P9065	Barnes, David Martin	02-27-97				
0P9044	Rawles, Deberah Lynn	02-25-97				
4P8985	Broome, Daman Alfonso	02-15-97				
3P8977	Kline, Frank Earl	01-16-97				
6P8966	Peacock, Christine Marie	02-16-97				
2P8955	Mills, Jacqueline	02-15-97				
2P11482	Julliano, Christopher Robert	08-30-97				
6P11388	Harvey, Norman Ignatius	10-05-97				

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

*[Signature]*  
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*6/30/05*  
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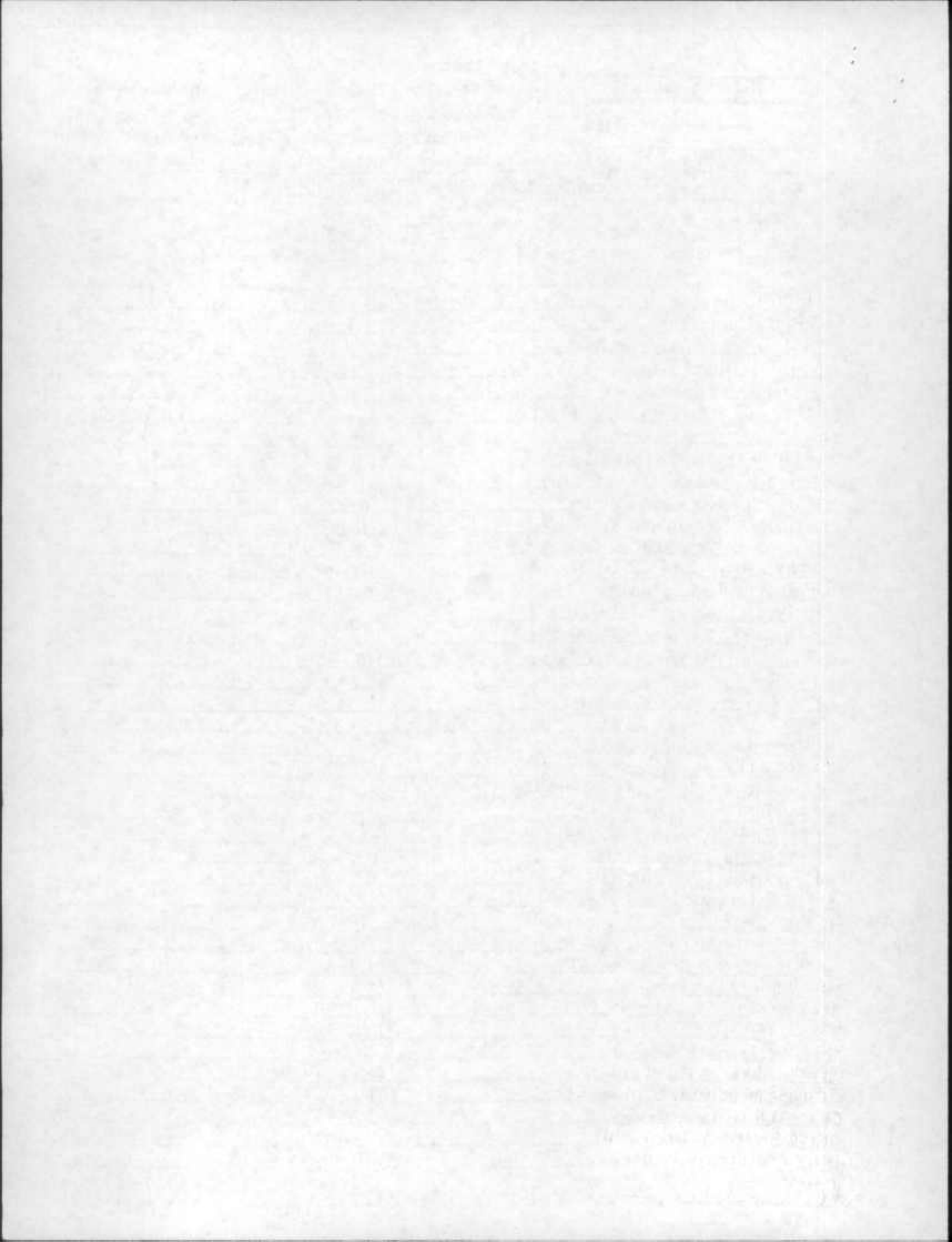
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
1P12013	Harley, Eric Lamar	C-979	II	11-01-97	6/30/00	
2P12014	Willey, Brandi Marie			10-06-97		
5P12017	McDonough, Kathleen A			11-17-97		Pruned
6P12018	Duley, Stella Jane			11-18-97		
5P12024	Pesce, Angelo Nicholas			11-18-97		in
OP12026	Proctor, David Michael			10-24-97		handball
OP12033	Gagnon, Gregory B			11-20-97		
1P12034	Hazzard, Thomas Jaye			08-10-97		
4P12037	Jackson, Doratha Ann			11-09-97		
6P12039	Rosier, Zachary Lydell			11-18-97		
OP12040	Pesce, Angelo Nicholas			11-18-97		
5P12045	Hatzel, Marcus Donar			11-20-97		
3P7185	Harrison, Kimberly Yvonne			08-04-96		
3P7304	Williams, Shawn DeSales			08-18-96		
2P7401	White, Lydia Marie			06-15-96		
6P7405	Harris, Patricia Ann			06-24-96		
OP7455	McMahon, Shaun Robert			10-02-96		
OP7700	Warden, Christopher Adam			09-13-96		
1P7785	Powell, Richard Allen			10-06-96		
OP7812	Keys, Sandra Marie			04-05-96		
OP7840	Odom, Pamela Ann			07-13-96		
6P8007	Daniels, Frank			10-25-96		
1P8233	Baylor, Valerie Annette			11-24-96		
OP8078	Fleming, Sandra L.			11-13-96		
6P8077	Mason, Steven Rodrick Jr			10-02-96		
4P8012	Dill, David Scott			11-06-96		
2P8010	Duffy, William Shawn	11-05-96				
6P8455	Thomas, James Aloysuisa	12-23-96				
1P8429	Gardner, Cheryl Dartene	01-24-97				
4P8418	Short, Kevin Irvin	01-19-97				
4P8411	Gandy, Bryan Clifford	01-08-97				
3P8368	Lanham, Richard Henry Jr.	12-05-96				
1P8366	Johnson, Carlton Alfred	12-16-96				
OP8337	Wood, Shanell	11-20-95				
6P8294	Thomas, Gary Lee	12-08-96				
2P10061	Wilson, Floyd III	05-26-97				
5P10043	McDonald, William Lee	09-12-97				
OP10031	Nicholson, Ervin	05-24-97				
OP10024	Venson, Denise M	05-25-97				
1P10011	Miller, Tracy Bernard	05-11-97				

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

*[Signature]*  
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*[Signature]*  
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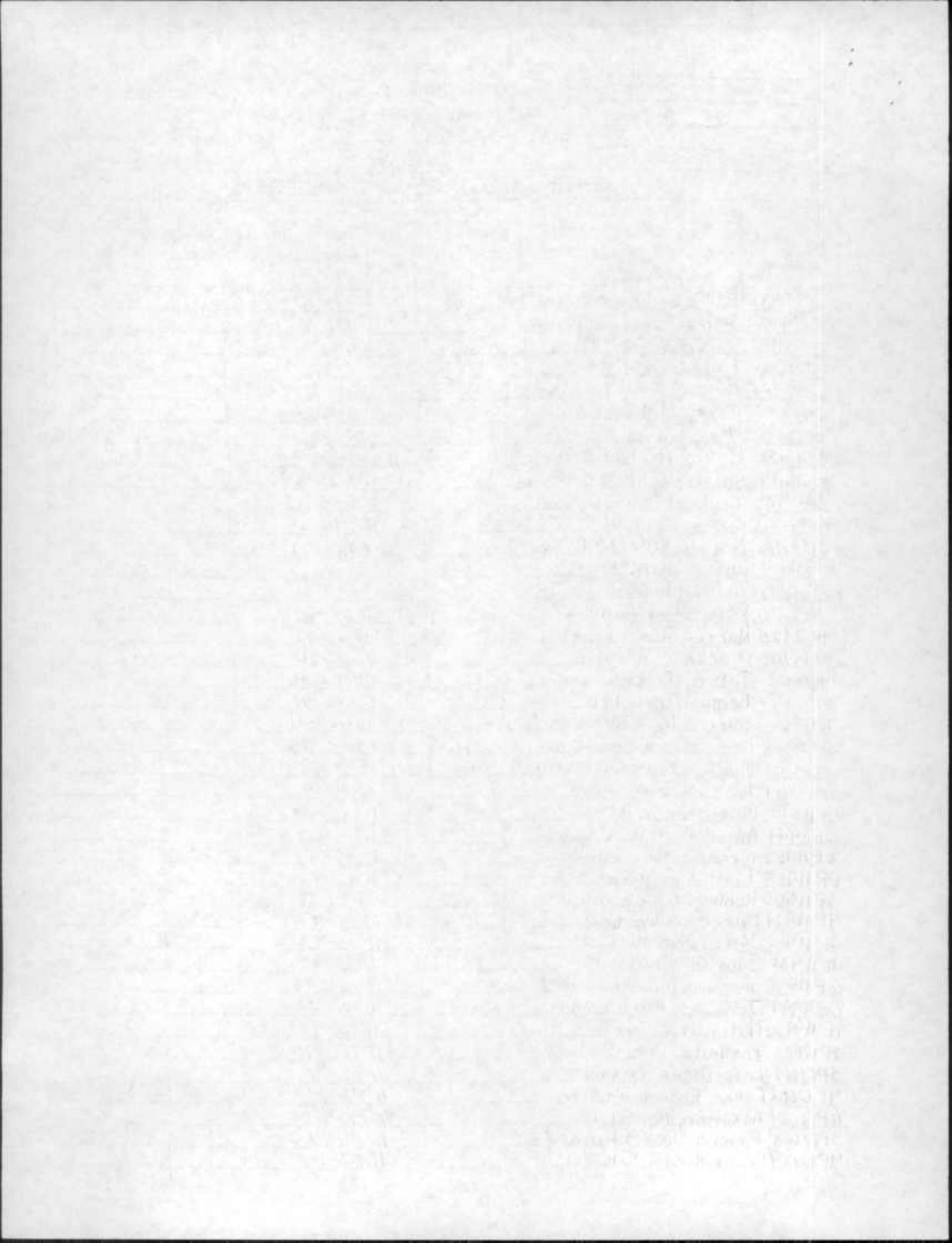
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
617799P1	Hall, Evadine Maria	C-979	II	11-16-91	6/30/05	
617998P3	Scheungrab, Robert Dexter			02-21-92 to 2-22-92		Buried in landfill
608618P3	Samperton, Gary Allan			09-24-88 to 09-25-88		
608660P3	Toyer, Ronald L			1991		
608759P4	Thomas, Terry Keith			10-08-88		
609105P0	Cook, Millicent Neblett			03-18-89		
609240P2	Dove, David Ray			02-23-88		
604905P0	Hayes, Herbert Dexter			07-20-86		
606103P1	Knotts, William P			08-22-87		
607681P4	Spadaro, Christopher Scott			05-05-88		
608433P0	Costa, Michael			09-10-88		
618477P6	Neagle, Michael Thomas			05-06-92		
618526P4	Watson, Mark Adam			04-30-92		
616167P6	Sullivan, Raymond Paul III			06-21-91		
615965P0	Young, Mary Anne			11-28-90		
4P2125	Martin, James Franklin			02-08-95		
614572P0	Middleton, Joseph I			10-27-90		
4P6913	Tolson, Royal George			07-02-96		
615210P1	Kemp, Jerry Lee			02-06-91		
1P946	Burroughs, Sandra Nicole			10-10-94		
5P3022	Callender, William Lawrence			05-08-95		
610644P6	Valley, Roxanne Elizabeth			10-13-89		
611437P1	Townsend, Doris Ann			10-14-89		
2P11895	Curtis, George M.			11-22-97		
2P11944	Adams, Charles Edward			11-05-97		
6P11962	Gray, Jonathan George			11-10-97		
0P11963	Tavel, Kim Devin	11-10-97				
3P11966	Robles, Carlos Leslie Jr.	09-27-97				
4P11974	Lyles, Clarence Leo	10-30-97				
3P11980	Coffey, Ronald Lee	11-13-97				
1P11985	Sapp, Roy Robert	11-13-97				
6P11990	Jackson, Michael Paul	10-23-97				
0P11991	Jennings, Mark Wayne	11-14-97				
1P11992	Huffman, Luther Russell	11-08-97				
2P12000	Poellnitz, Curtis Anthony	11-17-97				
3P12001	Long, Diane Baxter	11-08-97				
4P12002	Fuller, Robert Ross Jr.	11-17-97				
6P12004	Atkinson, Robert W.	11-17-97				
3P12008	Johnson, Jason Linna	11-10-97				
4P12009	Sams, Rusty Steven	11-07-97				

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

*[Signature]*  
 Signature

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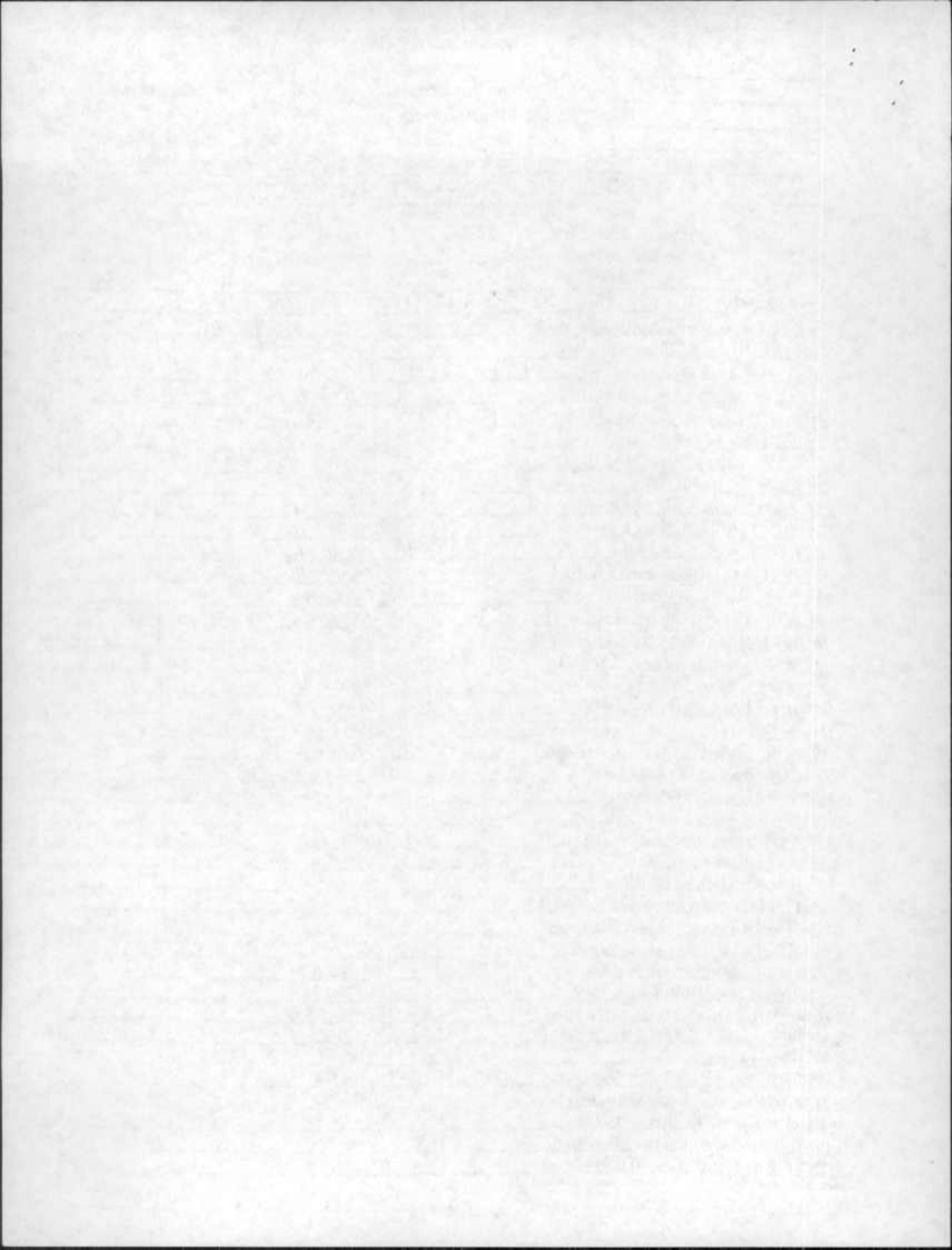
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
3P885	Wright, Rodney Wade	C-979	II	94		
2P968	Robinson, Lawrence	}	}	07-06-94	}	}
0P980	Hinkle, James William			10-01-94		
1P1121	Swann, James Tony Jr.			05-09-01		
2P1402	Dyson, George Harry Jr.			11-23-94		
3P1522	Lippold, Jennifer Lynn			06-26-94		
2P1661	Cole, Rodney Adrian			09-08-94		
2P2354	Mack, Crystal DeJohn			03-05-95		
3P2474	Bell, James			11-21-94		
3P2614	Thomas, Carolyn Marie			11-26-94		
6P7112	Hall, Michael Anthony			05-15-96		
1P7113	Ford, Richard K			07-01-96		
4P7151	Whitley, Donald Chidike			04-20-96		
5P6879	Smith, Allen Eugene			07-15-96		
2P6911	Brown, John Darnell			07-02-96		
5P7026	Adams, Rolland			03-11-96		
3P6982	Player, Leon (NMN)			06-28-96		
5P6053	Craig, Dewey Shaw Jr.			12-05-95		
6P6117	Carter, Gina Marie			04-16-96		
6P6404	Butler, James Adrian			05-15-96		
3P6814	Echols, Derick Wayne			07-09-96		
2P6400	Boone, Joseph Lee			03-12-96		
615399P1	Nixon, Vernessa			11-25-90		
616691P3	Eagleton, Kevin Lee			05-30-91		
610348P4	Woodard, Savy James	01-06-95				
619580P3	Abramson, Paul Dean	10-01-92 to 10-31-92				
619743P5	Settle, Dale Curtis	11-14-92				
620017P6	Robinson Lawrence Eugene	01-10-93				
618963P2	Christie, Shawn Maurice	07-31-92				
621759P5	Cole, Darryl Lavone	08-30-93				
622589P3	Saunders, Ebony Katrice	12-22-93				
622657P0	Lyons, Williams	03-28-94				
620350P3	Washington, Sharon Ruby	03-16-93				
620491P4	Wise, Linda Lee	01-18-93				
620911P4	Hunter, Connie J	04-01-81				
620919P5	Dorsey, Takisha Monique	11-16-92				
621309P6	Mitchell, Elizabeth Ann	07-12-93				
621510P1	Smith, Anthony Wayne	08-30-93				
617471P1	Wright, Luther Thornton	12-15-91				
617572P4	Hall, Evadne Maria	11-16-91				

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

*[Signature]*  
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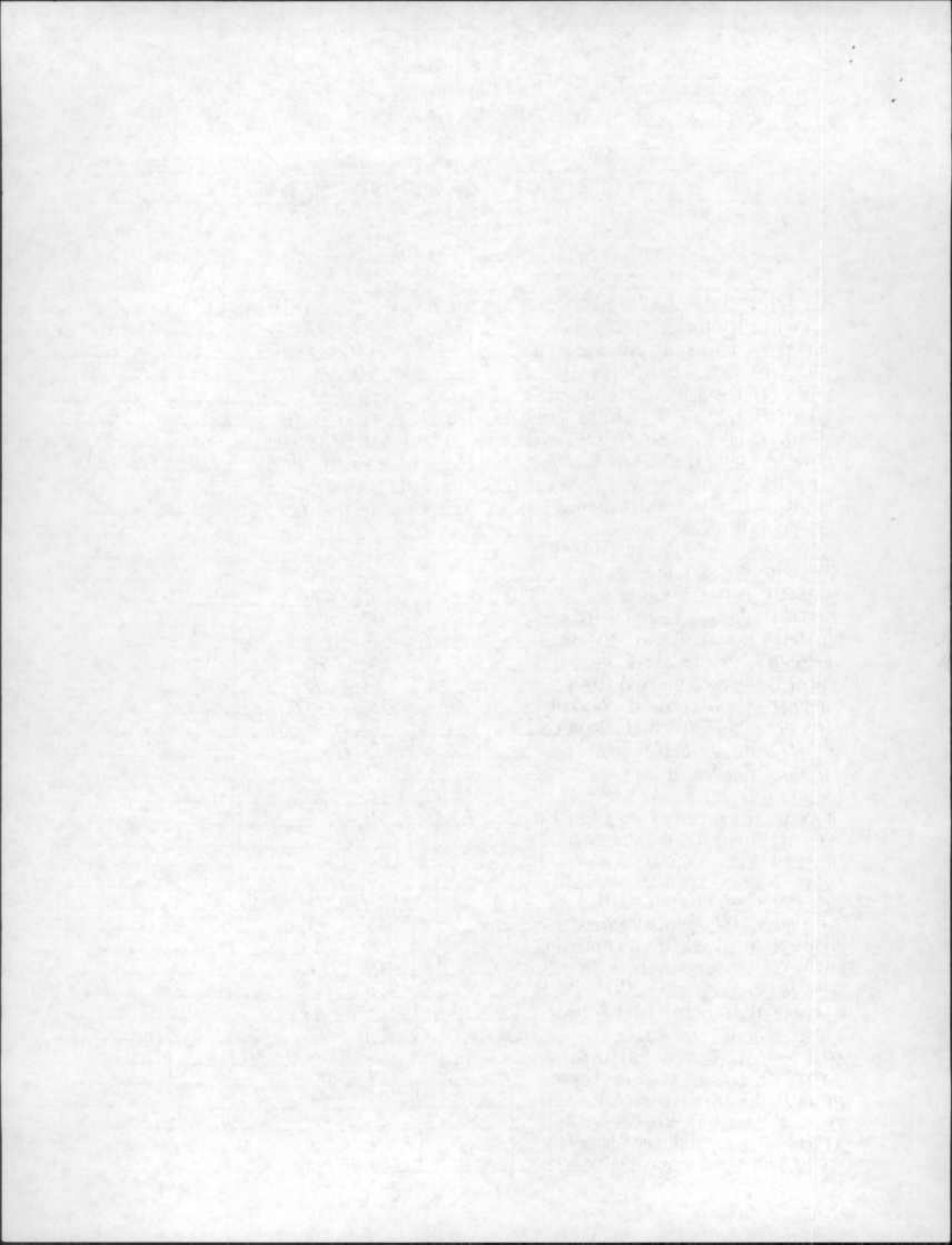
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
613339P6	Tuck, Dallas Jerome	C-979	II	03-01-90	6/3/05	landfill
613391P2	Hughes, Vashti Jackson	}	}	03-03-90		
613483P3	Johnson, James Lesley			03-24-90		
613904P4	Rosa, Hugh Lamayne			06-26-90		
4P4771	Kidd, Michael Wayne			02-28-96		
1P4789	Proctor, Joseph Roger			02-26-96		
5P4807	Hatton, James Edward Jr.			03-13-96		
2P4818	Black, Thomas Alvin Jr.			03-14-96		
1P4866	Smith, Patrick Sean			01-20-96		
4P4673	Little, Glenn Cornelius			02-28-96		
3P4987	Johnson, Sharee			03-31-96		
3P6023	Jordan, Michael Jeffrey			12-95		
4P6045	Brown, Ernest Donnell			03-02-96		
4P5051	Battle, David Lee			09-02-95		
5P5101	Campbell, Stacy Mae			10-29-95		
2P5469	Butler, Robin Nicole			11-11-95 to 11-25-95		
6P5578	Cox, Isadore III			11-16-95		
3P5752	Gelzer, Michael Shay			12-06-95		
3P5771	Scruggs, Franklin Roosevelt			03-22-97		
4P5793	Brown, Michael Donny			08-25-95		
3P5813	Thames, Anthony Wayne			01-20-96		
1P5825	Rogers, Andre			01-27-96		
3P2789	Toyer, Ronald Lee			01-11-95		
1P2836	Alexander, Sherry Lynn			03-28-95		
4P3007	Stone, Layla Alimah			03-12-95		
1P3424	Anderson, Darryl Steven	06-13-95				
2P3446	Blankenship, Christopher Guy	06-29-95				
2P3474	Epps, Marlon Keith	07-05-95				
5P3491	Caleb, Ryan Alessandro	03-18-95				
5P3631	Alderson, Steven Michael	05-18-95				
4P3693	Chaney, Laura Lee	07-24-95				
2P3761	Greer, Erby Carlisle	06-03-95				
623210P6	Dodson, Michael Anthony	05-29-94				
626260Z5	Jones, John L.	09-13-88				
0P133	Osti, Bonnie Earline	08-13-92 to 01-01-94				
6P188	Robinson, Lawrence Eugene	07-09-94				
0P287	Ramakrishna, Gopal	07-30-94				
5P362	Howell, Robert Edward Jr.	03-24-94				
2P618	Reeves, William Elwood	09-30-93				
3P773	Plater, Preston Xavier Jr.	04-25-94				

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*[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.			
5P14579	Farmer Lawrence, David	C-979	II	07-07-98	6/30/05	
5P14565	Bell, Mark Steven	[Wavy line]	[Wavy line]	07-06-98		Juned in landfill
3P14556	Thomas, Sharon Ann			06-22-98		
2P14625	Mason, Terence Llewelyn			04-22-98		
6P16120	FEJERAN, John			11-3-98		
6P16127	FLEMING, Sandra			10-17-98		
5P16126	MOORE, Patricia			11-3-98		
4P16125	JOHNSON, Denise			11-3-98		
2P16123	HARLEY, Thomas			11-3-98		
1P16122	GORDON, Jamie			11-3-98		
0P16121	COLLINS, Michael			11-3-98		
5P16119	THORNTON, Joseph			11-3-98		
3P16117	KUISE, Gary			11-3-98		
0P16114	OWUSU, Stephen			11-2-98		
5P16112	BUCKETT, Tracy			11-2-98		
4P16111	SMITH, Daniel			11-1-98		
3P16110	THOMAS, James			11-1-98		
2P16109	SIMPSON, Raymond			11-1-98		
1P16108	DACKERY, David			11-1-98		
0P16107	RANSOME, David			11-1-98		
6P16106	JACKSON, Thaddeus			11-1-98		
4P16104	TRENT, Vanessa			10-23-98		
3P16103	TRENT, Michael			10-23-98		
2P16102	DEBORD, Howard			7-21-98		
1P16101	SLAYBAUGH, Laura			7-22-98		
3P16096	HUFFNAGLE, Shawn			11-15-98		
2P16095	WASHINGTON, Harry			11-15-98		
1P16094	BOWMAN, Bryan			11-15-98		
0P16093	ANTONIAK, Scott			11-15-98		
2P16004	MCGILL, Rebecca	8-5-98				
1P16003	MALLEY, Barry	10-19-98				
0P16002	GOLAZWIG, Timothy	7-11-98				
6P16001	SNYDER, Rick	10-28-98				
4P15999	HANDCOCK, Damian	10-21-98				
3P15998	WOODLAND, Lakesha	10-21-98				
1P15996	BRICKMAN, Steven	10-29-98				
0P15995	PRATT, Stephanie	10-28-98				
5P15993	BLAKE, Reuben	10-17-98				
4P15992	MCCUSKER, John	9-16-98				
3P15991	RYCE, Steven	10-27-98				

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

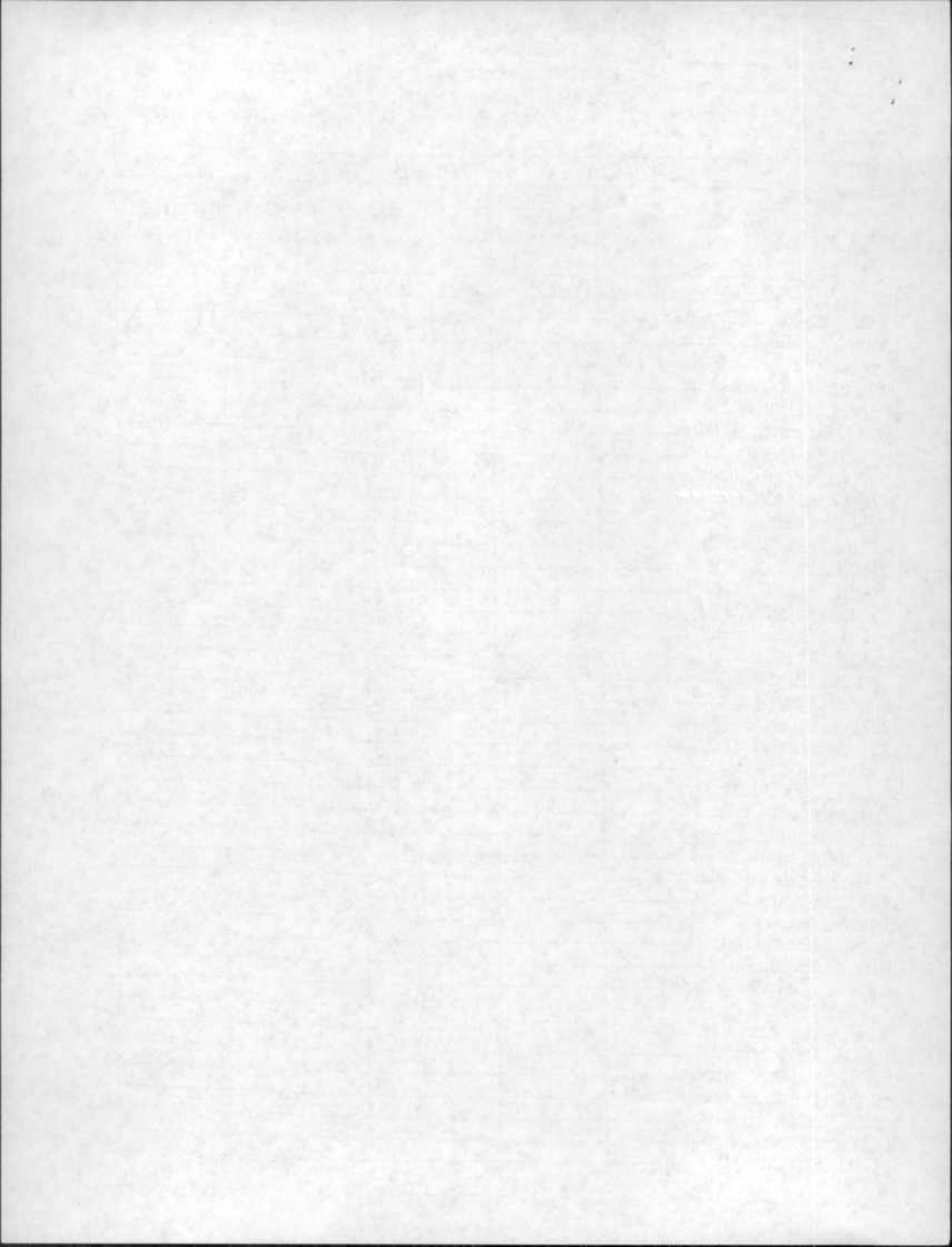
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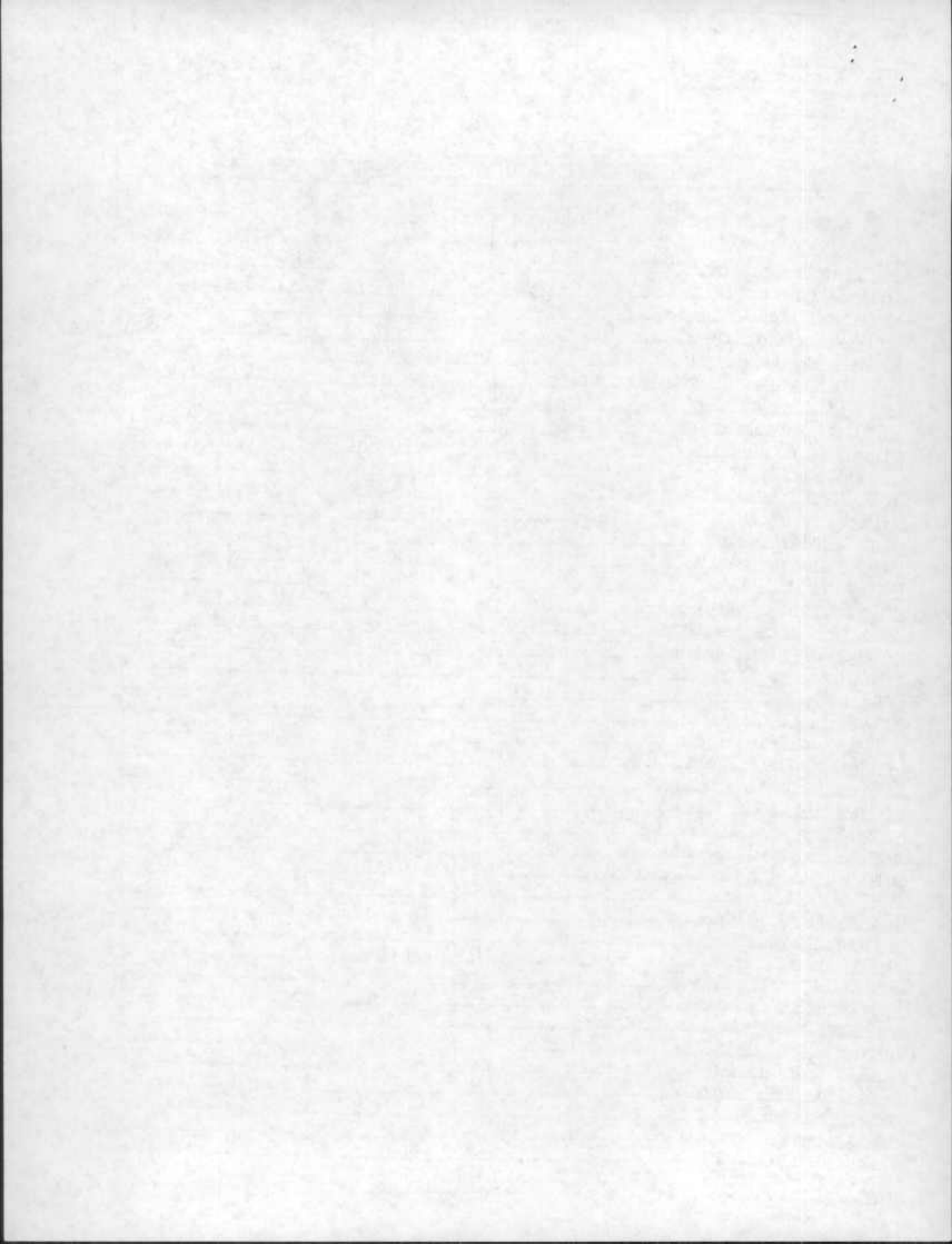
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P15990	MENDEZ, Elaine	C-979	II	10-21-98	6/30/03	
0P15988	KESTERSON, Denise	"	"	10-26-98		period
6P15987	HARDEN, Kevin	"	"	10-19-98		
5P15986	CASPER, Michael	"	"	9-21-98		In
4P15985	JOHNSON, Charles	"	"	10-13-98		landfill
3P15984	COWEY, James	"	"	10-1-98		
2P15983	LATTIGAN, Charles	"	"	10-16-98		
3P16019	DEBORO, Howard	"	"	7-22-98		
2P16018	CARNEY, Sharon	"	"	7-23-98		
1P16017	PRICE, Michael	"	"	10-31-98		
0P16016	SLAVBAUGH, Laura	"	"	7-21-98		
6P16015	HADEN, Joseph	"	"	7-22-98		
5P16014	HADEN, Joseph	"	"	7-21-98		
2P16011	BETTS, Juanita	"	"	9-27-98		
1P16010	SMITH, Tharcie	"	"	7-4-98		
0P16009	SIMPSON, Howard	"	"	7-25-98		
6P16008	NOWACKI, Richard	"	"	11-1-98		
5P16007	JOHNSON, Cassius	"	"	10-12-98		
4P16006	SCOTT, Robert	"	"	10-23-98		
3P16005	YOUNG, Teresa	"	"	10-23-98		
2P15969	JEFFERSON, Trina	"	"	10-25-98		
1P15968	BURNELL, Mark	"	"	10-25-98		
0P15967	MATTHEWS, Troy	"	"	10-25-98		
4P15964	BLANCHARD, Kwando	"	"	10-24-98		
5P15027	THOMAS, Andrew	"	"	8-4-98		
3P15018	MARSHALL, Annette	"	"	7-18-98		
2P14996	MANON, Evelyn	"	"	8-26-98		
1P14995	PRICE, Jeffrey	"	"	8-26-98		
1P15002	ROBEY, Larry	"	"	8-1-98		
1P15100	TUCKER, Robert	"	"	7-24-98		
5P15090	METHVIN, Laura	"	"	8-11-98		
2P15045	WETHORE, William	"	"	7-27-98		
1P15037	MCGINN, Joseph	"	"	7-29-98		
6P15147	ALBORN, Michael	"	"	8-19-98		
2P15409	WINDSOR, Dallas	"	"	9-5-98		
2P15395	CHAMBERS, Larry	"	"	9-13-98		
0P15393	BURMAN, Barton	"	"	9-10-98		
3P15389	WILLIAMS, Rashawn	"	"	9-11-98		
3P15487	CHARLES, Kenard	"	"	9-16-98		
6P15378	MCINTIRE, Jason	"	"	9-11-98		

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

*[Signature]*  
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*Secretary*  
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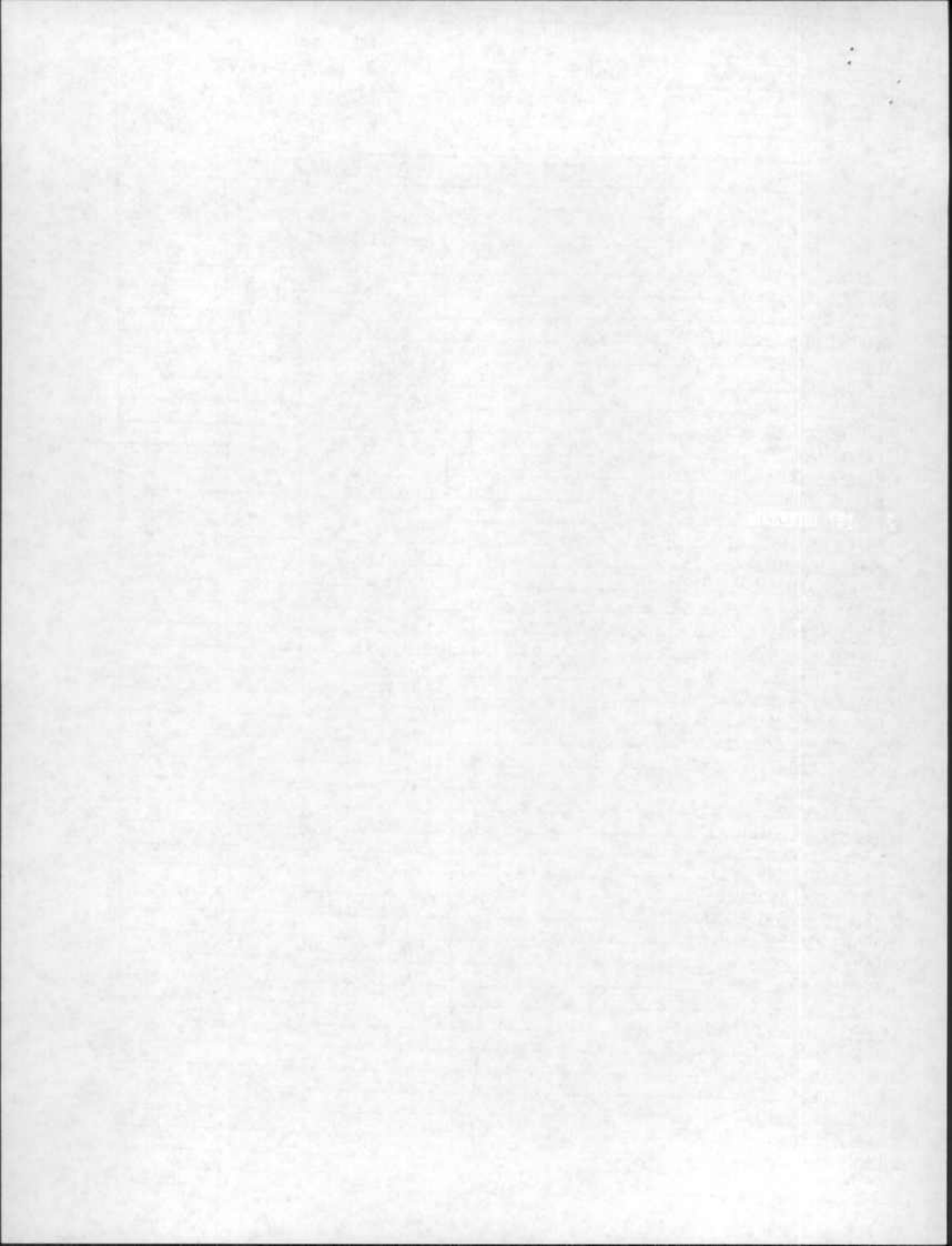
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
2P15374	BADGER, Ronald	C-979	II	9-9-98	6/30/05	Permed
1P15373	BOWIE, George	"	"	9-8-98		In land fill
6P15364	ANACKSON, Thomas	"	"	8-11-98		
4P15355	DELOATCH, Carnell	"	"	8-2-98		
1P15352	HENDERSON Tracy	"	"	9-9-98		
1P15345	WILSON, Patricia			9-7-98		
0P15330	FIGUEROA, David			9-3-98		
5P15321	WILLIAMS, Isaiah			8-25-98		
3P15319	WELLINGTON, Tony			9-3-98		
6P15315	HODGE, Dierdre			9-3-98		
4P15271	RANSOME, Leon			8-28-98		
5P15258	WELLS, Damon			8-26-98		
5P14929	ORRIS, John			8-9-98		
0P15960	VATES-KELLY, Felice			10-24-98		
6P15630	LIVOLSI, Charles			9-12-98		
2P15619	BELKOV, Steven			9-23-98		
0P15617	HUNTER, Derrick			9-23-98		
4P15607	MANN, Malinda			9-20-98		
3P15585	STOVALL, Juanae			9-24-98		
2P15577	FRANKLIN, Russell			10-1-98		
0P15568	WARRIN, Kourtney			9-25-98		
6P15567	FORDYCE, Martes			9-26-98		
3P15592	WALTERS, Paul			10-2-98		
5P15553	DIXON, Wanita			9-16-98		
5P15545	GORDON, Doreek			9-20-98		
0P15540	HARRIS, Jimmy			9-28-98		
4P15530	DAVIS, Robert			9-26-98		
0P15526	COLE, Thomas			9-12-98		
5P15503	SWANA, Joseph			7-21-98		
4P15502	MONROE, Bruce			7-21-98		
5P15496	JONES, Michael			9-17-98		
3P15494	HIGGS, Robert			9-1-98		
1P15457	HATTON, Sean			9-14-98		
1P15429	LEONARD, John			9-17-98		
1P15422	BAKER, Richard			4-1-98		
5P15412	BALDO, Joseph			9-6-98		
1P15114	FENWICK, Johnny			8-15-98		
6P16043	SANORA, Charles			10-9-96		
5P16042	SAVOY, Cory			10-23-98		
4P16041	GRAY, Carroll			10-23-98		

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title: Secretary]*  
Title

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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.			
3P16040	HAMILTON, Rhonda	C-979	II	10-20-99	6/30/05	
2P16039	DANNER, Rodney	"	"	11-1-98		Bined
1P16038	MARSH, Greg	"	"	10-22-98		
0P16037	HICKS, Jeffery	"	"	9-12-98		In
6P16036	THOMPSON, Wayne			9-12-98		landfill
5P16035	LEWIS, Samuel			10-29-98		
0P16044	JOHNSON, Melvin			9-12-98		
1P16045	MAKLE, John			11-3-98		
0P15743	CARTER, Ronnie			8-13-98		
0P15736	WASELEWSKI, Krysta			6-8-98		
1P15730	BALANCE, Karen			10-4-98		
5P15727	WILSON, James			6-30-98		
0P16261	HENDERSON, Kimoni			11-24-98		
3P15928	PATERSON, David			10-12-98		
1P15926	GLENN, Danny			1-6-98		
0P15925	ROBINSON, Charles			9-4-98		
6P15924	SMITH, Waddell			6-30-98		
5P15923	WILSON, Jason			10-13-98		
5P15916	YOUNG, Ruby			10-18-98		
3P15921	BURCH, Richard			10-20-98		
1P15919	MARICO, Melissa			10-15-98		
0P15918	JETT, Nathaniel			10-19-98		
4P16076	JONES, Kelly			10-17-98		
3P16075	HAMER, Woodrow			11-11-98		
2P16074	KUBLER, Tony			11-11-98		
0P16072	THOMAS, James			11-10-98		
6P16071	MOORE, Deborah			11-1-98		
5P16070	EYRE, Cheyne			11-3-98		
3P16068	LONG, Justin			11-7-98		
3P16285	FORTUNE, Richard			11-29-98		
2P16284	THOMAS, Ricky			11-27-98		
1P16283	CHAMBERS, Larry			11-27-98		
0P16282	AUFRECHT, Joseph			11-28-98		
6P16281	DOUGLAS, John			11-26-98		
5P16280	WILES, John			11-21-98		
4P16279	VATES, Ernest			11-21-98		
1P16276	ATRINS, Janet			9-26-98		
0P16275	BURCHETT, Sean			11-8-98		
6P16274	BUTLER, Kellie			11-26-98		
5P16273	MARSHALL, Annette			11-26-98		

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

*[Handwritten Signature]*

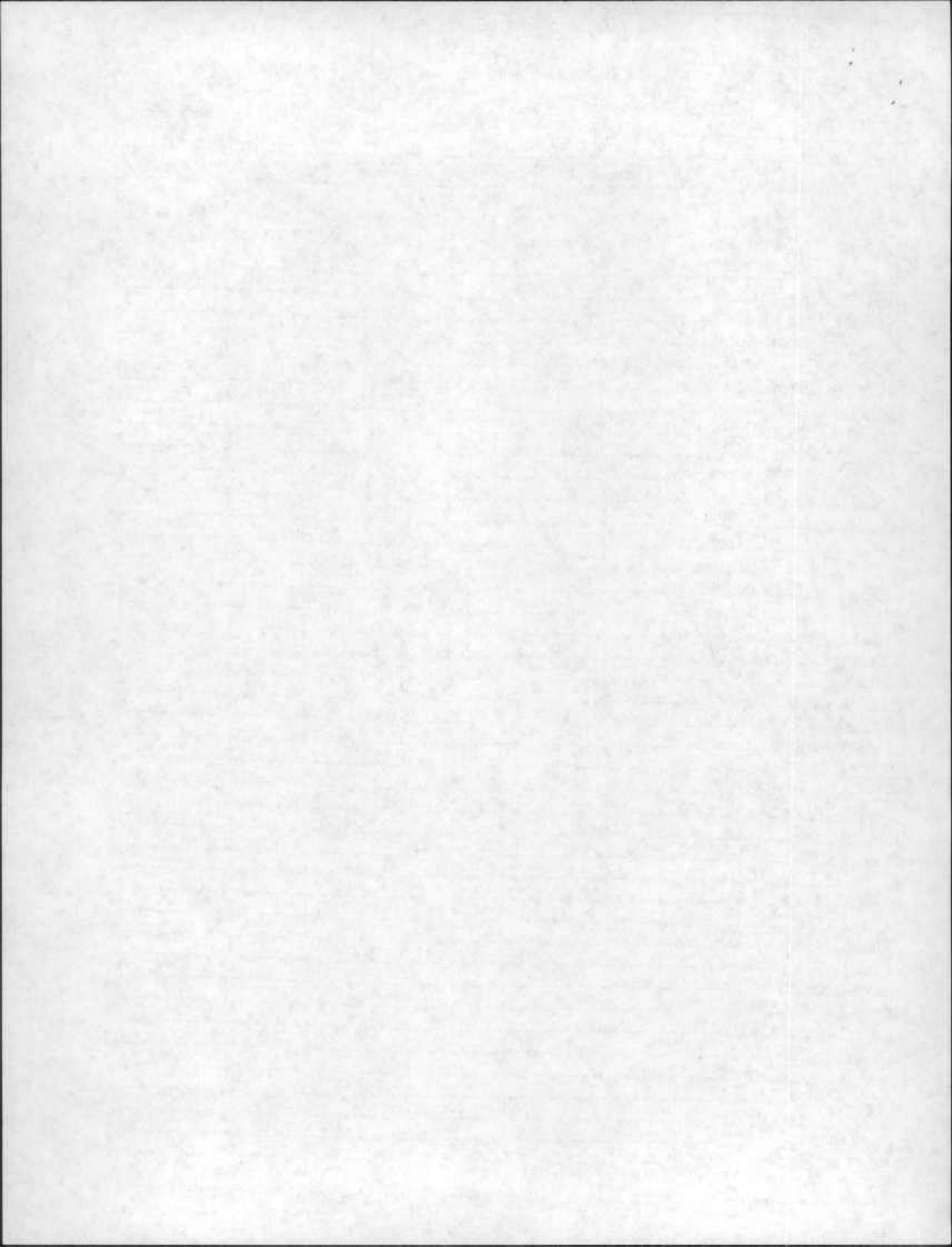
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*Secretary*

Title

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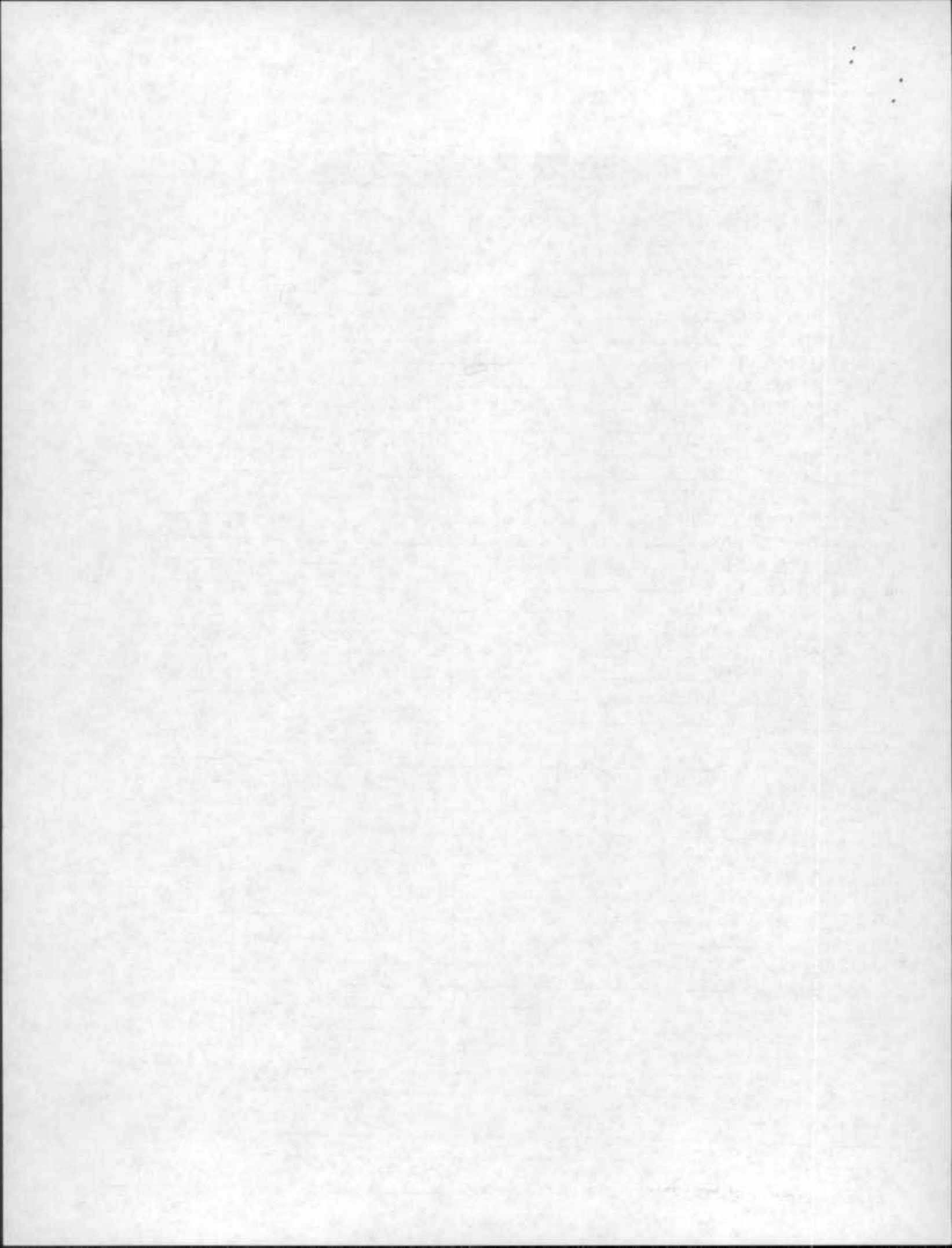
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
4P16272	POSEY, Kelvin	C-979	JL	11-26-98	6/2/99	boxed
3P16271	MIDDLEBOFF, Brian	"	"	11-26-98		
1P16269	MILLER, William	"	"	11-19-98		
4P16268	DREW, Brian	"	"	11-17-98		In
6P16267	FITZPATRICK, Billie	"	"	11-17-98		landfill
5P16266	WHITEHAIR, Timothy	"	"	11-22-98		
1P16262	MCKENZIE, Scott			5-7-97		
1P15961	WRIGHT-THOMAS, Brenda			10-24-98		
6P15959	ERRIAM, Devon			10-16-98		
5P15958	GOSNELL, Robert			10-21-98		
4P15957	FOREMAN, William			4-16-98		
1P15982	FREEMAN, Kevin			10-22-98		
0P15981	RUEFLY, Barbara			10-13-98		
4P15978	WAGNER, Rhoda			10-7-98		
3P15977	GROSS, Michael			10-25-98		
2P15976	TIBBS, Leonard			10-25-98		
1P15975	STEELE, Timothy			10-25-98		
0P15974	COPE, LINDA			10-25-98		
5P15972	THOMPSON, Charles			10-25-98		
3P15970	SCHROETER, Suzanne			10-25-98		
6P16092	DYER, LISA			11-15-98		
4P16090	STEWART, Joseph			11-8-98		
3P16089	RANSOME, David			10-21-98		
2P16088	FARMER, Lawrence			10-21-98		
1P16087	WHEATLEY, Richard			9-25-98		
0P16086	WHEATLEY, Richard			9-25-98		
6P16085	LALGAN, Sheldon			11-13-98		
5P16084	WARREN, Barbara			11-12-98		
3P16083	KELTON, Tina			11-12-98		
0P16079	KNOTT, Michael			11-12-98		
6P16078	MAYNARD, Nathan			11-9-98		
5P16077	CRANE, Delores			11-9-98		

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title: Secretary]*  
Title

*[Handwritten Date: 6/2/99]*  
Date



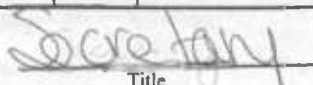
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No.	Description of Records (Same Title as Listed on Schedule)	Authorization		V ID . DATE Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
V774707	ELLSWORTH, John Michael	C-979	II	5/16/99	6/30/00	
V416588	GROSS, LAWANDA Yvonne			5/11/99		Buried
V948735	LACANA, Tommy Lee			4/7/99		
W010477	CLEMENTS, STEPHENS Howard			4/26/99		in land-
V773223	FENWICK, ADAM CHRISTOPHER			5/21/99		
V771315	DUNKLE, TED MURRAY			5/6/99		land-5/11
V771925	BROOKS, ROBERT LOUIS			5/28/99		
W012611	ANDERSON, VIRGINIA ESTELA			5/26/99		
V940453	BLAKE, CHARLES OWEN			4/24/99		
V773829	FRANKLIN, RUSSELL DARYL			5/22/99		
V773540	FORD, JOHN HENRY			5/21/99		
V773755	ESTEP, WAYNE TYRONE			5/12/99		
V771515	DURBIN, DANNY LEE			5/8/99		
V772094	CHEN, SZU HO			5/3/99		
V940268	MONK, JOHN ELLIS			4/23/99		
V772107	MILLER, JAMES ROBERT			4/9/99		
V769239	GUE, RAYMOND HOWARD			4/3/99		
V772042	GRINDER, John Charles			4/16/99		
V772093	GERHOLD, TERRI JEAN			4/28/99		
V940322	FARRIEL, Thomas ELMER			4/18/99		
W010483	DEBORD, HOWARD LEE JR			4/28/99		
V772039	ALTMAN, BRADFORD JOSEPH			4/15/99		
V770407	LOONEY, SCOTT DAVID			4/3/99		
V770252	DEAVERS, ALAN HUBERT			4/16/99		
V769669	BUTLER, FRANCIS SCOTT			4/1/99		
V770474	FRYE, William EUGENE			5/26/99		
V773126	CATTERTON, CHARLES SAMUEL			4/29/99		
W010562	GOLDEN, ROBERT WAYNE			5/1/99		
V940261	LYLES, LOGAN STEVE			4/21/99		
V939465	BROWN, JAMES FRANCIS			4/5/99		
V771510	LARSON, DEREK LEIGH			4/8/99		
V771444	BLEIR, EDWARD JOSEPH			5/3/99		

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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.			
W065300	Nally, Lawrence John	C-979	II	9-14-99	6/30/00	
V777331	Milstead, Charles H.			9-8-99		Buried
W064903	Mason, Steven Roderick			9-26-99		Buried
W065810	Mayh, Antuan Maurice			9-22-99		In
V778604	Kelton, Steven Anthony			9-20-99		In
W064188	Hinshaw, Benjamin			9-11-99		Landfill
V772215	Green, Joseph Ronnie			9-5-99		Landfill
V778726	Runnerton, Harry J.			9-19-99		
W064573	Davis, Jerald Edward			9-30-99		
V773018	Davis, Charlie			9-23-99		
V466876	Carson, Brandon			9-12-99		
W064676	Boswell, Robert W.			9-11-99		
V777464	Baxter, Brenda Lynn			9-1-99		
W064708	Ashworth, Raymond C.			9-17-99		
V466887	Alvino, Angelo A.			9-26-99		
V778102	Wood, Thomas Edward			9-4-99		
W639137	Winklerbadendyck, Stephanie			9-13-99		
W064323	Washington, Melvin R.			9-22-99		
Q591537	Stuart, Samuel Amadhe			9-11-99		
W064824	Sheemaker, William E.			9-23-99		
W064836	Schmidt, Gordon Dean			9-16-99		
V774592	Samuel, Nicole Michelle			9-19-99		
W057007	Roh, Michael David			9-18-99		
W064218	Pierce, Jerome Anthony			9-4-99		
V777313	Payne, Keith Emerson			9-12-99		
V772227	Patel, Maya Manu			9-15-99		
V775344	Palmer, James Lawrence			9-12-99		
W057006	Wilson, Sebastian T.			9-17-99		
W056696	Jobs, David			9-8-99		
V772525	Thomas, John Edward			9-5-99		
V466745	Swann, Tamathy Ann			9-2-99		
V777636	King, Andre Carolee			9-19-99		
W064410	Hobstetter, Robert Roy			9-12-99		
N056081	Herritt, Conway Ellen			9-2-99		
V77790	Chady, Anthony T.			9-18-99		
W064566	Gordon, David Wayne			9-18-99		
V446557	Games, Gregory Brian			9-3-99		
V777121	Duffy, Curtis Wayne			9-4-99		

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*[Signature]*  
Signature

*[Signature]*  
Secretary  
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6/30/00  
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16

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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.			
4Z	33000720 DAVIS, Shannon	C-979	II	12-14-2000		
1Z	33000724 SHORT, Yolanda	"	"	8-18-2001		Bundled
3Z	33000740 BRAITHWAITE, Delwynne	"	"	8-19-2000		
1Z	33031377 GUMMERE, Daniel	"	"	3-16-2002		
0Z	33165601 POLYASKO, Daniel	"	"	3-16-2002		In Landfill
5Z	33193908 WASHINGTON, James	"	"	8-20-2000		
6Z	33299454 ELLSWORTH, John	"	"	8-5-2000		
0Z	33299455 GONZALEZ, Christopher	"	"	6-1-2001		
2Z	33299457 LASSITER, Terrell	"	"	4-3-2001		
3Z	33299458 RANDALL, WALLACE	"	"	4-27-01		
5Z	33299460 QUINN, Sean	"	"	6-14-01		
0Z	33378401 CAVANAUGH, Christine	"	"	7-30-00		
1Z	33378402 HONELLS, Brooke	"	"	7-30-00		
2Z	33378403 TROIANO, Leo	"	"	7-30-00		
3Z	33378404 BRYAN, David	"	"	7-30-00		
6Z	33378407 MOORE, William	"	"	7-30-00		
0Z	33378408 LEDOUX, Nathaniel	"	"	7-30-00		
1Z	33378409 DEMARCO LOGUE, Benjamin	"	"	7-30-00		
6Z	33378414 SZEFLINSKI, Richard	"	"	7-30-00		
2Z	33378557 JACKSON, Anthony	"	"	1-25-00		
0Z	33385702 GREEN, Marcus	"	"	6-14-00		
1Z	33385703 YATES, Sheila	"	"	7-15-00		
4Z	33385755 HANCOCK, Brandi	"	"	7-30-00		
6Z	33385757 FOSTER, Justin	"	"	7-30-00		
1Z	33475303 MORRIS, Buck	"	"	11-2-01		
2Z	33475332 DUFRESNE, Daniel	"	"	12-5-99		
3Z	33475333 WOODLAND, Melissa	"	"	10-8-00		
4Z	33475334 BANSON, Jasmine	"	"	10-8-00		
5Z	33475335 VONGARREL, Jason	"	"	10-9-00		
6Z	33475336 WALLACE, Kimberly	"	"	10-14-00		
0Z	33475337 MARSH, Alan	"	"	10-14-00		
1Z	33475352 OGDEN, Jason	"	"	10-1-99		
3Z	33475353 FORD, Sean	"	"	10-3-99		
3Z	33475354 WILLET, William	"	"	3-29-00		
4Z	33475355 ELLSWORTH, John	"	"	4-7-00		
5Z	33475356 WHITE, Jeremy	"	"	10-30-00		
0Z	33475358 LINARIAGE, Christopher	"	"	9-10-01		
1Z	33475359 BURKHARD, Joseph	"	"	9-22-01		
4Z	33475376 HUTCHENS, Cynthia	"	"	3-4-00		
5Z	33475383 BRADEN, Ryan	"	"	10-27-99		

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*[Signature]*  
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1950-1951



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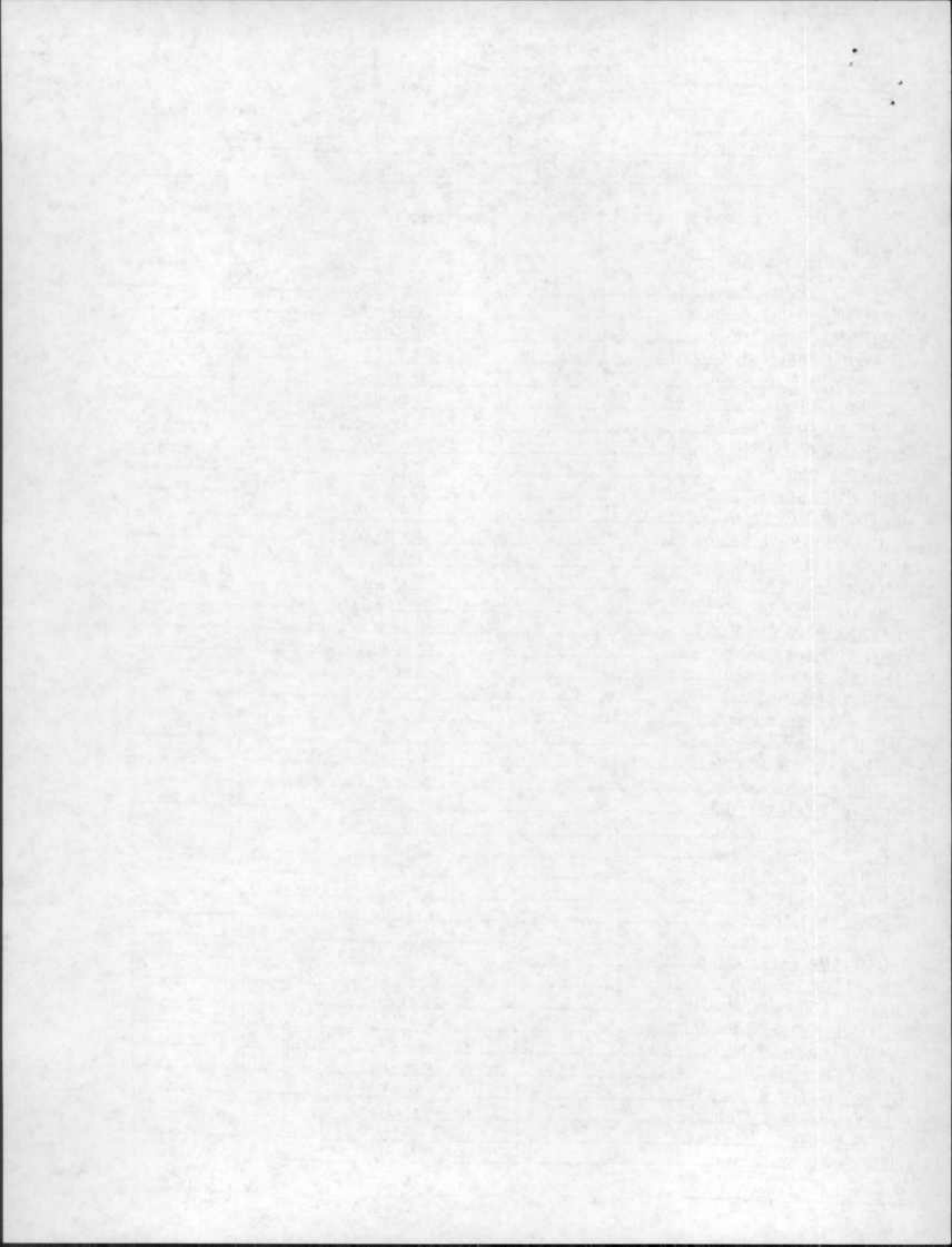
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		Retention Schedule No.	Item No.			
02	33475512 PRACTOR, Mark	C-979	II	4-14-00	6/30/05	
22	33475514 PAYNE, Michael	"	"	11-3-00		Printed
22	33475528 TUEBE, Kevin	"	"	11-5-99		In
32	33475529 TARLECKI, Damian	"	"	3-2-00		
42	33475530 KEELER, Kevin	"	"	11-4-00		
52	33475531 ATKINS, Christopher	"	"	1-24-01		
62	33475532 CLEES, Christen	"	"	1-24-01		landfill
02	33475533 ANDERSON, Crystal	"	"	4-16-01		
22	33475535 HERO, Cecil	"	"	9-1-01		
42	33475551 KEESEE, Jason	"	"	5-27-00		
22	33475577 BELMANGER, Donald	"	"	7-28-99		
12	33481827 HENSON, Timothy	"	"	8-15-99		
22	33483004 BRUNO, Austin	"	"	1-5-00		
32	33483005 HAWKINS, Mark	"	"	8-26-00		
32	33483026 LANCASTER, Steven	"	"	1-1-02		
12	33483053 HEADGARD, Keith	"	"	1-28-01		
22	33483053 MAYHEW, Dustin	"	"	2-11-01		
52	33483056 BROWN, Michael	"	"	9-28-01		
62	33483057 FELTON, Tony	"	"	10-7-01		
22	33483102 WOOD, Kathryn	"	"	2-16-01		
32	33483163 SCOTT, Jeremiah	"	"	3-3-01		
42	33483104 BUTLER, Brandon	"	"	3-3-01		
52	33483105 ADAMS, Joshua	"	"	3-11-01		
22	33483151 SOBREL, Frank	"	"	11-3-00		
42	33483153 CROUSE, Abigail	"	"	6-18-01		
12	33483178 WEIGLE, Jeremy	"	"	2-19-01		
22	33483179 LENNON, Timothy	"	"	9-22-00		
12	33483227 MARLETTA, Robert	"	"	8-4-01		
32	33483229 MOY, Charles	"	"	6-16-01		
42	33483230 BLADEN, Ryan	"	"	6-16-01		
52	33483301 HAECKER, Joseph	"	"	2-16-02		
62	33483253 CRAIG, Noah	"	"	10-27-01		
02	33483254 STORTZUM, Brian	"	"	12-28-01		
12	33483255 ERSKINE, Casey	"	"	12-28-01		
32	33483257 BROWN, Michael	"	"	1-25-02		
62	33483309 BRAWNER, Angela	"	"	10-31-99		
02	33483310 PARRIS, Jason	"	"	4-22-02		
42	33483314 MOORMAN, Robert	"	"	1-15-01		
62	33483316 GARLOCK, James	"	"	3-25-01		
12	33483318 BROWN, Damian	"	"	7-29-01		

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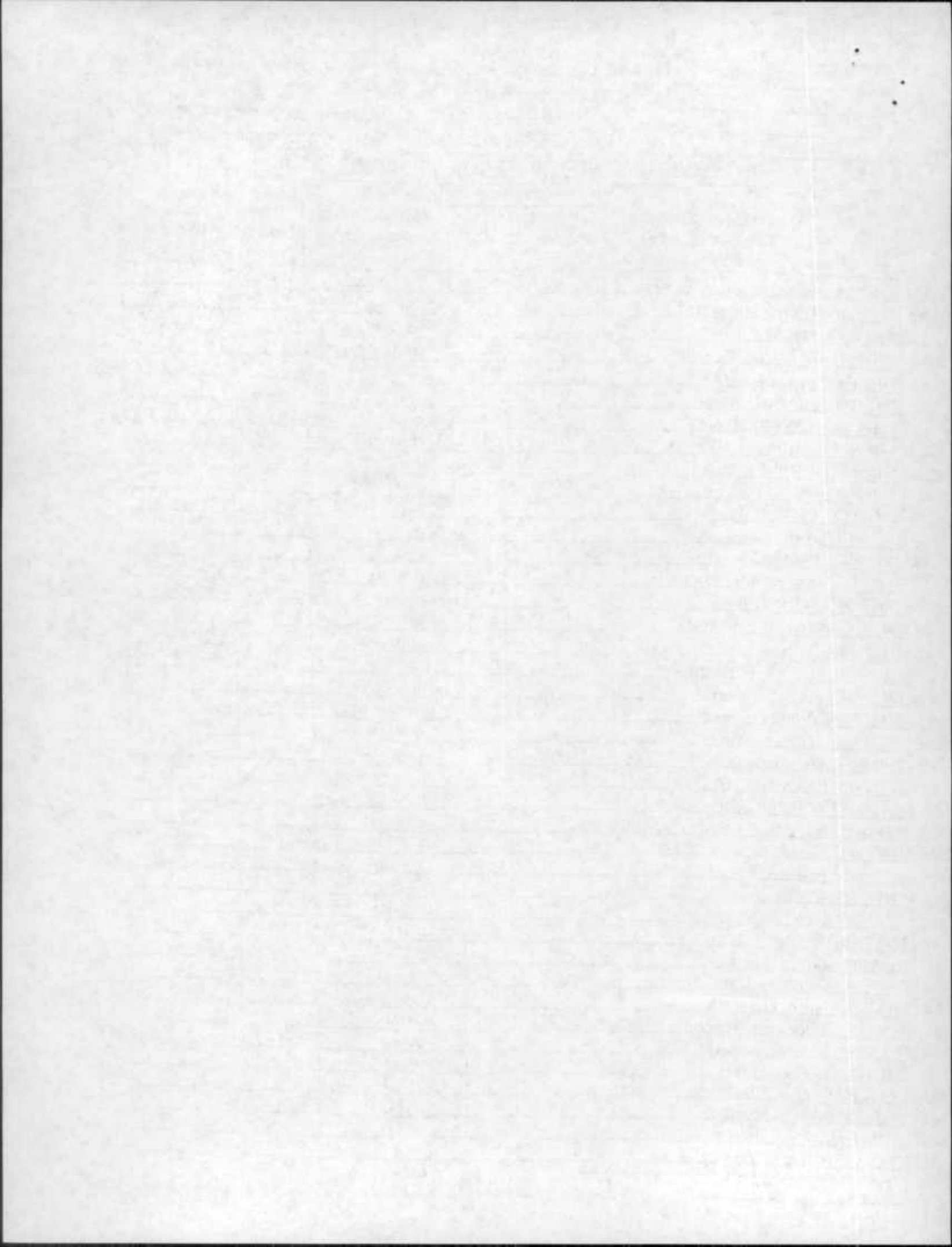
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
32	33483320 BOWE, Brandon	C-999	II	9-6-01	6/25/02	
42	33483321 PAVIS, Jonathan	"	"	9-6-01		
32	33483327 TIERNEY, Paul	"	"	3-7-01		
32	33483376 BELFIELD, Maurice	"	"	10-24-00		
52	33483378 HARLEY, Derek	"	"	6-24-01		
62	33483379 JAMISON, Mark	"	"	7-17-01		
12	33483402 PANGETT, Steven	"	"	8-20-00		
62	33483404 FISHER, Paul	"	"	1-10-01		
52	33483406 WILLIAMS, Zachary	"	"	1-10-01		
62	33483407 WOODLEY, Lee	"	"	1-10-01		
22	33483452 LASH, Jacob	"	"	2-1-02		
12	33483499 MATTHEWS, Justin	"	"	5-18-01		
22	33483480 MOORE, Samuel	"	"	11-11-01		
32	33483481 TRESNWSKY, Matthew	"	"	11-11-01		
62	33483484 KUSMAN, Brian	"	"	11-11-01		
02	33483485 DUNSON, Jessie	"	"	11-11-01		
12	33483486 ZERMENO, FRANCISCO	"	"	11-11-01		
22	33483487 FREEZE, Christopher	"	"	11-11-01		
42	33483489 ZAPATA, Adam	"	"	11-11-01		
52	33483490 LANGLEY, Damian	"	"	11-23-01		
22	33483501 REED, Michael	"	"	5-21-00		
32	33483502 RICHARDS, Donald	"	"	9-17-00		
42	33483503 REIGELSPERGER, Christopher	"	"	9-27-01		
52	33483504 LEONARD, Kelly	"	"	1-24-02		
02	33483527 GRISSOM, Christopher	"	"	4-19-01		
22	33483539 WOOD, Kevin	"	"	12-9-01		
32	33483535 BALDWIN, Thomas	"	"	12-9-01		
42	33483531 SPARKS, Stephen	"	"	12-9-01		
52	33483532 DEAN, Jason	"	"	12-9-01		
02	33483576 JOHNSON, Bradley	"	"	2-2-01		
12	33483577 GRAY, Donald	"	"	2-2-01		
32	33483579 SIMMS, William	"	"	2-16-01		
62	33483582 WYANT, Amanda	"	"	2-24-01		
02	33483583 MARIORAM, Jeffrey	"	"	2-24-01		
22	33483607 BUCKLER, Benjamin	"	"	5-20-01		
52	33483630 BOND, Michael	"	"	5-27-01		
62	33483631 RICHARDS, Brandon	"	"	5-27-01		
02	33483632 DELKOV, Steven	"	"	5-28-01		
22	33483634 NEWMAN, Joseph	"	"	6-2-01		
32	33483635 ROBERTS, Vernon	"	"	6-2-01		

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

*[Handwritten Signature]*  
Signature

*[Handwritten Title]*  
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*[Handwritten Date]*  
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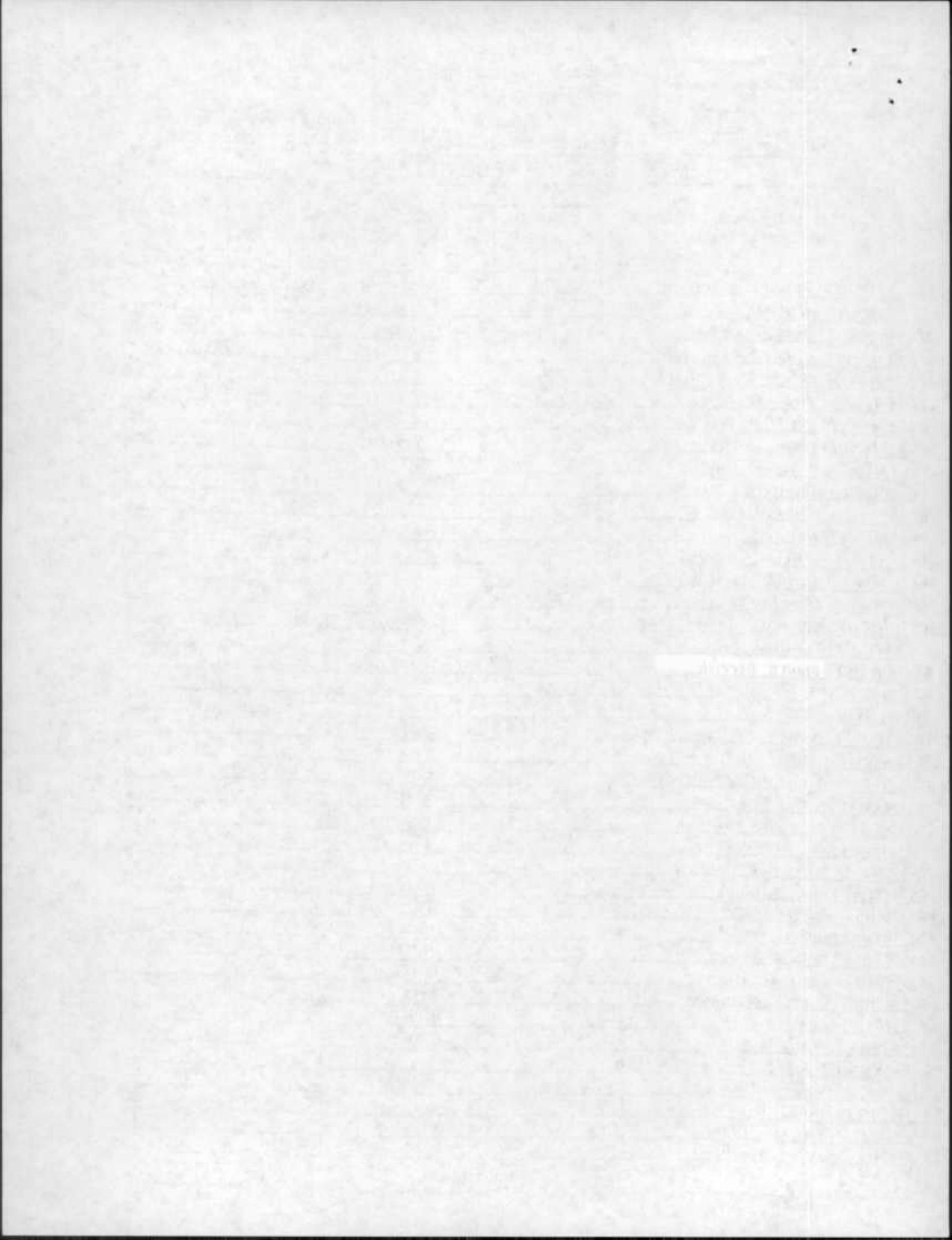
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
02	33483653 SUCHOLES, Pieter	C-979	II	4-29-01	6/2/05	boxed
42	33483678 HEIM, Shaun	"	"	8-25-01		
02	33483751 COLE, Tameka	"	"	1-4-00		
52	33483777 CURRY, Jacquelyn	"	"	6-11-01		
62	33483778 CURRY, Jacquelyn	"	"	6-11-01		
12	33483780 RICE, Kenneth	"	"	9-30-01		
22	33483781 COMPTON, Eric	"	"	8-26-01		
12	33483801 FARMER, Otis	"	"	4-3-01		
22	33483802 AOUNDS, Justin	"	"	4-8-01		
32	33483803 THOMPSON, Katie	"	"	4-8-01		
62	33483806 LAKE, Lisa	"	"	12-9-01		
02	33483807 NEUMER, Brian	"	"	12-9-01		
12	33483808 KRAHLING, Shanona	"	"	12-9-01		
02	33483809 CANNON, Christopher	"	"	12-9-01		
32	33483810 KRISTAN, Wayne	"	"	12-9-01		
42	33483811 MCKENZIE, Richard	"	"	12-9-01		
52	33483812 THOMPSON, Bryan	"	"	12-9-01		
32	33483852 FOGLE, Perrick	"	"	12-16-00		
62	33483876 MEADENS, Jessie	"	"	2-5-00		
02	33483926 DAVIS, Aaron	"	"	2-15-00		
12	33483927 MONROE, Curtis	"	"	2-15-00		
32	33483929 MORROW, Jeremy	"	"	8-12-00		
42	33483930 SCHWALLENBERG, Mary	"	"	8-12-00		
52	33483931 CLARK, Tyler	"	"	8-12-00		
62	33483932 FREDRICK, Christopher	"	"	1-6-00		
42	33483951 FORTIN, Christopher	"	"	3-10-01		
22	33484026 DIMICHELE, Anthony	"	"	10-20-00		
32	33484076 MAY, Judianna	"	"	11-10-99		
12	33484102 FULTON, Robert	"	"	9-2-00		
22	33484103 FULTON, Robert	"	"	9-2-00		
32	33484104 HEANEY, Thomas	"	"	9-3-00		
52	33484106 CARROLL, Marvin	"	"	12-13-00		
62	33484107 BURKETT, Jarvin	"	"	1-13-01		
22	33484110 GRAY, Charles	"	"	4-19-01		
32	33484111 WATHEN, Mark	"	"	4-21-01		
42	33484112 BONNY, Robert	"	"	5-4-01		
52	33484176 THOMAS, William	"	"	2-25-00		
62	33484177 SIMONE, Ross	"	"	6-15-00		
02	33484178 FOLMEO, Stephen	"	"	6-15-00		
12	33484179 MALPASSO, Michael	"	"	6-15-00		

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

*[Signature]*  
Signature

*[Signature]*  
Title

*[Signature]*  
Date



**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**

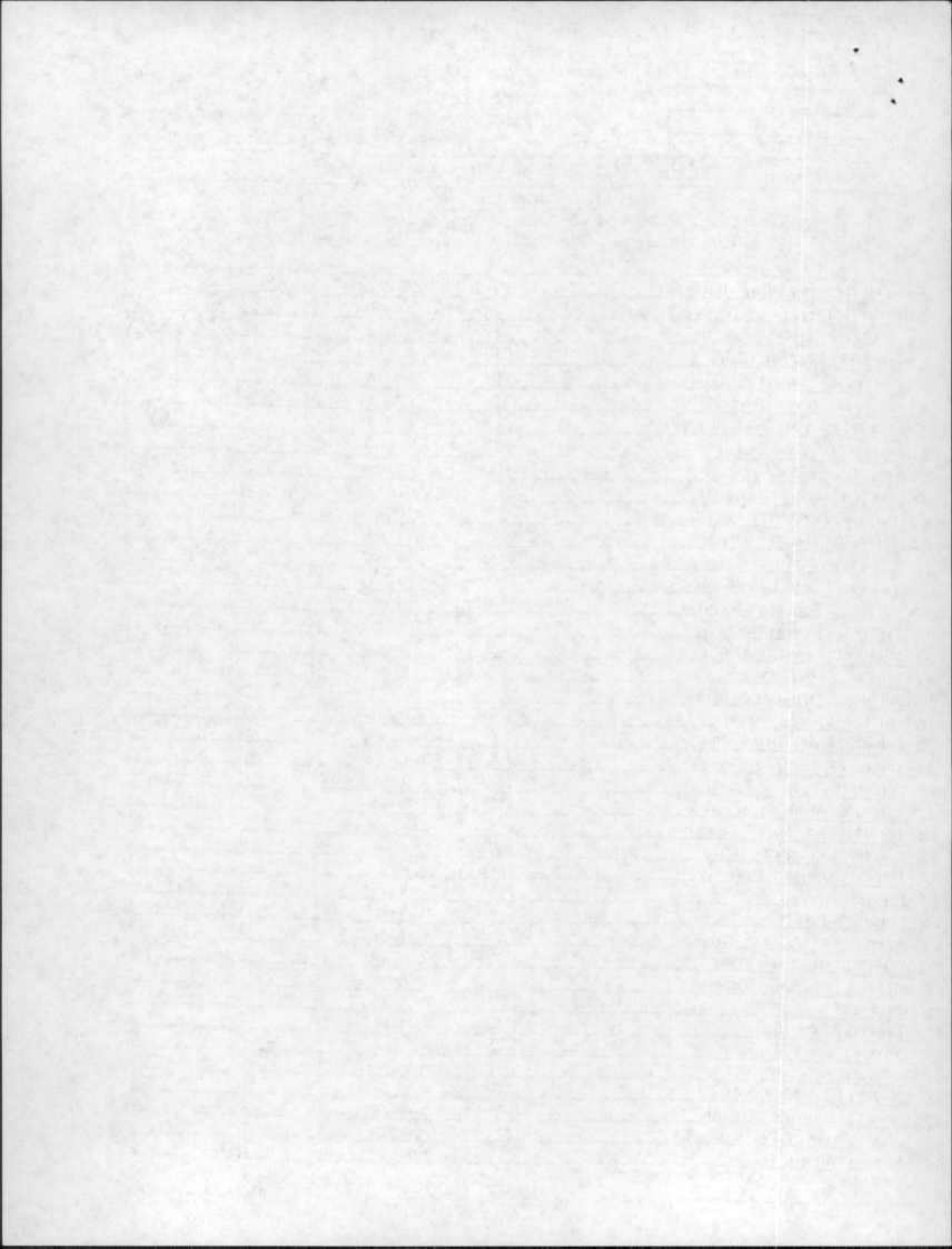
No.	Description of Records (Same Title as Listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.			
22	33484180 MOREHEAD, Curtis	C-979	IL	7-1-00	6/30/05	
32	33484181 TORREAN, Lessee	"	"	2-24-01		Bundled
42	33484182 EAGAN, Timothy	"	"	9-15-01		In
52	33484183 ROEDER, Coleh	"	"	9-15-01		landfill
62	33484226 FLAHERTY, Daniel	"	"	6-1-00		
12	33484228 DIXON, Michael	"	"	8-17-01		
52	33484330 SLAWINSKI, Alexander	"	"	2-17-01		
62	33484331 ADAMS, Rachel	"	"	2-17-01		
32	33484377 LEDMAN, Scott	"	"	4-17-00		
42	33484378 SMITH, Kenneth	"	"	4-17-00		
52	33484379 ANDRITZ, Gregory	"	"	4-17-00		
62	33484380 BROWN, Kelly	"	"	11-9-00		
12	33484382 PITMAN, Jason	"	"	2-14-02		
32	33484426 JOHNSON, Shawn	"	"	9-4-99		
42	33484427 GODFREY, Jennifer	"	"	9-3-01		
12	33484452 THOMAS, Nicholas	"	"	5-18-01		
22	33484460 LEWIS, Mark	"	"	3-9-02		
42	33484462 HILLESTAD, Jason	"	"	3-22-02		
32	33484552 CSTRINGER, Brian	"	"	5-1-01		
12	33484676 TUCKER, Kevin	"	"	4-22-00		
22	33484677 CARRINGTON, Charles	"	"	4-22-00		
32	33484678 COPPAGE, Terry	"	"	5-12-00		
52	33484701 BRAUNER, Francis	"	"	5-16-99		
22	33484726 MEADOWS, Jessie	"	"	6-25-00		
32	33484727 MEADOWS, Jessie	"	"	6-25-00		
42	33484777 RICHARDS, Gary	"	"	10-13-00		
52	33484778 CURTIS, Anthony	"	"	5-1-01		
32	33484881 DIXON, John	"	"	1-1-00		
52	33484883 PIERCE, Brian	"	"	11-1-00		
62	33484884 THORNLEY, Darren	"	"	4-13-01		
02	33484885 LYNCH, Brian	"	"	6-13-01		
62	33484926 CONWAY, Brian	"	"	5-22-99		
12	33484928 BURKETT, Jugarvin	"	"	6-27-01		
12	33484956 WATT, Thomas	"	"	2-19-00		
22	33484957 WHITE, JEREMY	"	"	5-18-00		
62	33484961 BARBOUR, Robert	"	"	11-28-01		
32	33484979 LAMB, Mike	"	"	4-30-00		
32	33484958 ECHORD, Dorral	"	"	12-5-00		
42	33484980 PRESGRAVES, Duwayne	"	"	7-8-00		
62	33485003 WILSON, Roger	"	"	7-7-00		

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

*[Signature]*  
Signature

*[Signature]*  
Title

6/30/05  
Date





**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.			
02	33485004 DIXON, Damon	C-979	II	10-31-00		
32	33485017 ISAAC, Phaedra	"	"	3-31-01		
12	33485103 GRAY, Donald	"	"	8-12-00		
82	33485105 CSEPLD, Scott	"	"	8-12-00		
12	33485327 MCKENZIE, Mark	"	"	11-27-00		
52	33485331 PANIKAKE, John	"	"	1-30-01		
32	33485336 DAVIS, Charles	"	"	5-13-01		
52	33485338 RYAN, Matthew	"	"	7-21-01		
62	33485339 FANTASIA, John	"	"	8-17-01		
02	33485340 RUBY, Donnie	"	"	8-31-01		
12	33485341 HUBBLE, Michael	"	"	9-2-01		
52	33485352 DORWART, Nicole	"	"	9-25-00		
62	33485353 SIMONE, Jason	"	"	12-19-00		
12	33485355 MONTILLO, Michael	"	"	8-5-01		
32	33485357 TAMORRIA, Clifton	"	"	8-5-01		
42	33485358 GEISBERT, Joshua	"	"	8-5-01		
02	33485557 MARGOTTE, Brandy	"	"	2-25-02		
12	33485558 ALLEN, Stuart	"	"	2-25-02		
52	33485576 JOHNSON, Steven	"	"	10-6-00		
62	33485577 HALPIN, Sean	"	"	10-6-00		
22	33485804 BALDWIN, Donovan	"	"	11-28-99		
42	33485827 TIPPETT, Jessica	"	"	8-12-00		
52	33485828 SIMPSON, Joseph	"	"	1-6-01		
02	33485851 PROCTOR, Clayton	"	"	3-19-00		
22	33485902 JENNINGS, Michael	"	"	6-5-00		
12	33485929 DRAKE, Jeremy	"	"	7-23-00		
62	33485976 DIXON, John	"	"	8-21-99		
02	33485977 BONMAN, Donald	"	"	3-15-01		
12	33485978 ESTEVEZ, Michael	"	"	3-15-01		
22	33486154 POTTHAST, David	"	"	6-1-00		
32	33486155 HALLEY, Leon	"	"	10-2-00		
42	33486156 DARAS, Lee	"	"	10-2-00		
62	33486158 FAUCETTE, William	"	"	7-1-01		
02	33486301 BRADLEY, Martin	"	"	6-25-01		
42	33486326 PAGLIUCCINI, Carlos	"	"	6-15-01		
42	33486352 MILLER, Crystal	"	"	1-29-00		
52	33486353 MURRAY, Melissa	"	"	1-29-00		
02	33486355 DASS, Dennis	"	"	4-14-00		
12	33486356 JOHNSON, Berette	"	"	7-16-00		
22	33486357 TURNER, James	"	"	7-16-00		

*6/3/05*

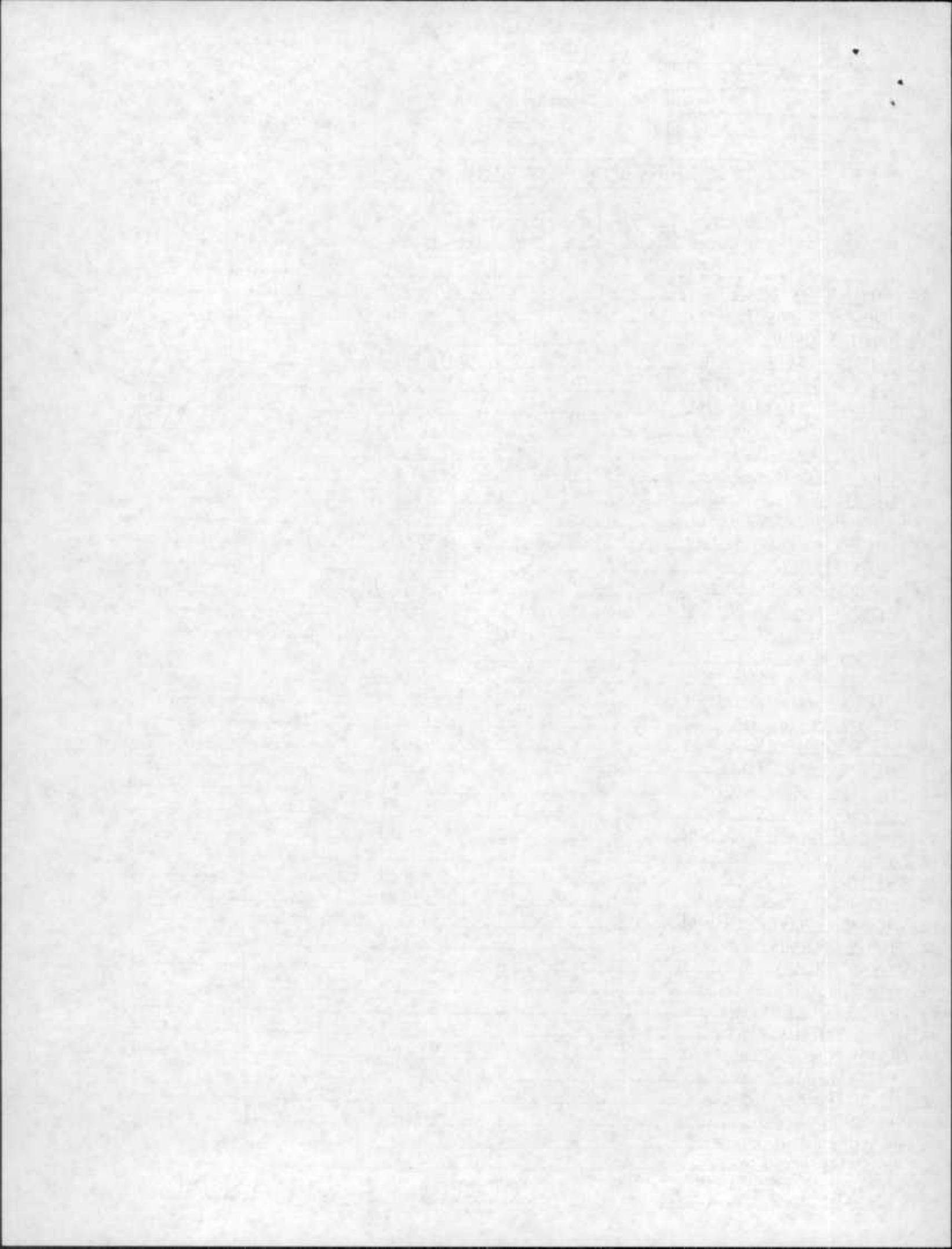
*boxed  
in  
landfill*

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

*[Signature]*  
Signature

*[Signature]*  
Title

*6/3/05*  
Date





RECORDS MANAGEMENT  
DIVISION  
AUG 5 2005

3713

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelow Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-4 Towson Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

*October 23, 2004*  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION	INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED, LANDFILL, ETC.)
	<i>Criminal Expungements</i>	<i>Schedule 2219 Section IV</i>	<i>January 2000 to December 2000</i>	<i>21</i>		<i>Shred</i>

Destruction Approved by Hall of Records Commission

Destruction Certification

DEC 15 2004

*Edward C. Papenfuss*

Date

State Archivist,

*[Signature]*

Signature of Court official Title

Date *6-24-05*

*Handwritten text, possibly a signature or date, appearing upside down.*

REC 12 10

*Handwritten text, possibly a name or initials, appearing upside down.*

AUG 23 - 2005

RECORDS MANAGEMENT  
DIVISION



3713

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelloo Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-4 Towson Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

October 28, 2004  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION	INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED, LANDFILL, ETC.)
	Criminal Expungements	Schedule 2219 Section IV	January 2000 to December 2000	21		Shred

Destruction Approved by Hall of Records Commission      Destruction Certification

DEC 15 2004 Edward C. Spear

Date      State Archivist

R. Mark Support Service Supervisor II

Signature of Court official      Title      Date 6-24-05

RECEIVED  
NOV 9 2004  
MARYLAND STATE ARCHIVES

500-205

AUG 23

RECORDS MANAGEMENT  
DIVISION



3869

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelow Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-4 Towson Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

May 5, 2005  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION		INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED, LANDFILL, ETC.)
	2001 Rents Failure to Pay Rent Cases (Non-Money Judgments)	2219	section VI, 2	2001 January thru December	20		Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005  
Edward C. Spangher  
Date State Archivist

[Signature]  
Signature of Court official Title Support Service Supervisor II  
Date 7-28-05



AUG 23

-205

RECORDS MANAGER  
BUREAU OF LAND MANAGEMENT

*Fred [unclear]*

3869

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelow Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-4 Towson Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

May 5, 2005  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION		INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED. LANDFILL, ETC.)
	2001 Rents Failure to Pay Rent Cases (Non-Money Judgments)	2219	Section VI, 2	2001 January thru December	20		Landfill

Destruction Approved by Hall of Records Commission      Destruction Certification

JUN 02 2005

*Edward C. Papenfuss*

Date      State Archivist

*[Signature]*

Support Service Supervisor II

Signature of Court official      Title      Date 7-28-05

RECEIVED  
MAY 16 2005  
MARYLAND STATE ARCHIVES

*Handwritten signature*

~~RECEIVED~~

AUG 23 2005

*205*

REGISTRAR MARYLAND  
DULLES

3870

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelow Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

### PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-1 Catonsville Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

May 5, 2005  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION		INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED. LANDFILL, ETC.)
	2001 Rents Failure to Pay Rent Cases (Non-Money Judgments)	2219	Section II, 2	2001 January thru December	19		Landfill

Destruction Approved by Hall of Records Commission      Destruction Certification

JUN 02 2005 Edward C. Papenfuss Jr  
Date      State Archivist

[Signature]  
Signature of Court official      Title      Date 6-24-05

AUG 23

-MS

RECORDS MANAGEMENT  
DIVISION

3870

DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
7575 Watrelloo Rd., P.O. Box 275  
Jessup, Md. 20744 - 0275

### PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

8-1 Catonsville Court

DISTRICT COURT #8 BALTIMORE COUNTY  
Court

May 5, 2005  
Date

DISTRICT COURT #8 BALTIMORE CO  
Custody of Records at time of Destruction

SERIES NO	DESCRIPTION OF RECORDS INCLUDE TITLE AND/OR FORM	AUTHORIZATION		INCLUSIVE DATES OF RECORDS DESTROYED	VOLUME (CUBIC FEET)	DATE OF DESTRUCTION	METHOD OF DESTRUCTION (RECYC., SHRED. LANDFILL, ETC.)
	2001 Rents Failure to Pay Rent Cases (Non-Money Judgments)	2219	Section II, 2	2001 January thru December	19		Landfill

Destruction Approved by Hall of Records Commission      Destruction Certification

JUN 02 2005 Edward C. Spangher Jr  
Date      State Archivist

[Signature] Support Service Supervisor II  
Signature of Court official      Title      Date 6-24-05

RECORDS MANAGEMENT

AUG 23 - 2005

RECORDS MANAGEMENT  
Division



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

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

3595

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

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 cases - Dismissed or Satisfied (PERMISSION TO STRIP)	2219	Sec. II	1998 1999 2000	20 20 21		LANDFILL LANDFILL LANDFILL
	Civil Cases - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II	1990 1991	15 15		LANDFILL LANDFILL

805

*picked up  
interfiles*

Destruction Approved by Hall of Records Commission

MAY 07 2004

Date

*Edward C. Spangenberg*  
 State Archivist

Destruction Certification

*Arthur H. Smith*

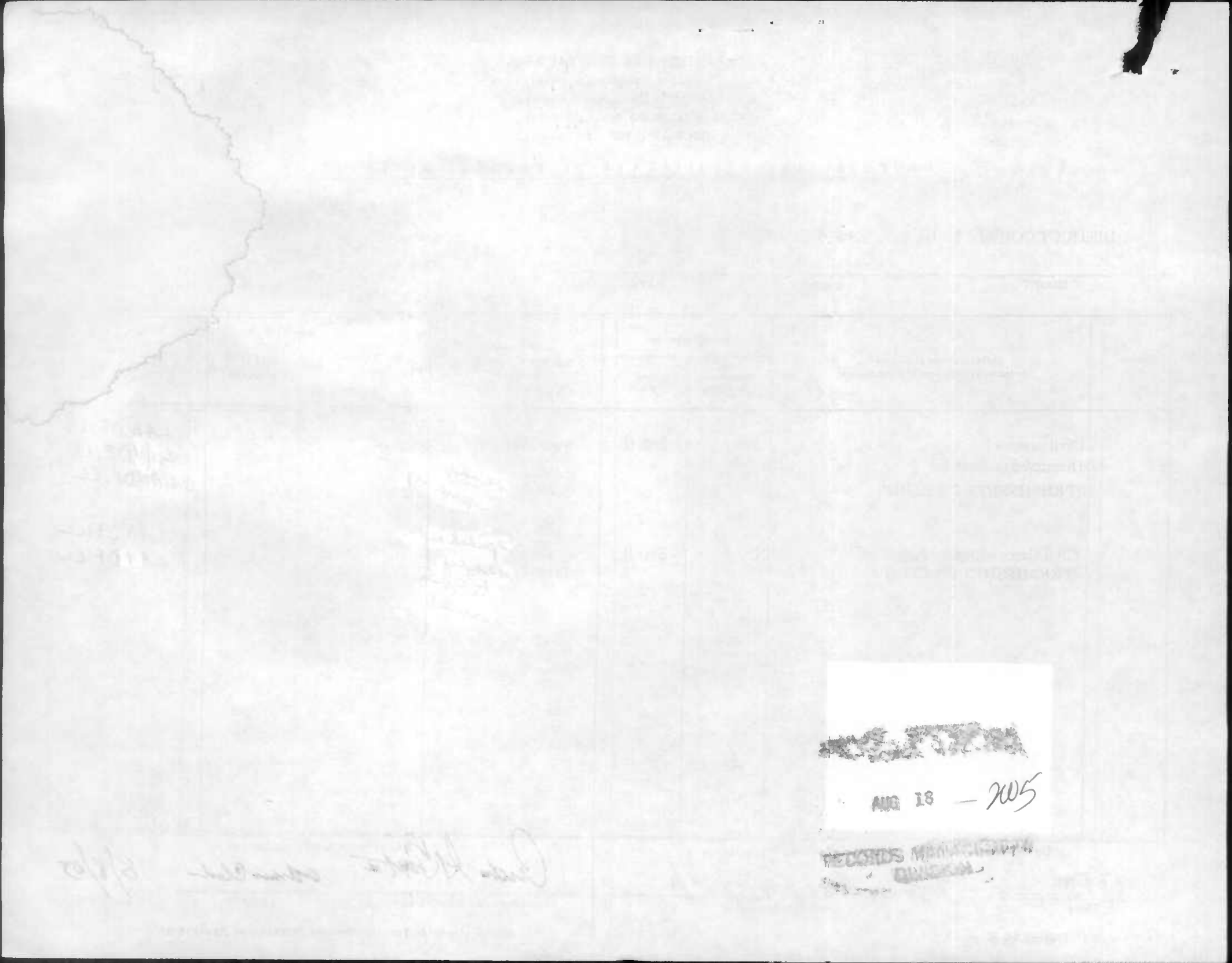
Signature of Court Official

*Arthur H. Smith*

Title

8/8/05

Date



*Faint handwritten notes in the left margin, possibly including dates like '1888' and '1891'.*

*Faint handwritten text at the bottom left, possibly a signature or name.*

*RECORDED*  
**AUG 18 - 2005**

**RECORDS MANAGEMENT**  
**SECTION**

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

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

3595

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

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 cases - Dismissed or Satisfied (PERMISSION TO STRIP)	2219	Sec. II	1998 1999 2000	20 20 21		LANDFILL LANDFILL LANDFILL
	Civil Cases - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II	1990 1991	15 15		LANDFILL LANDFILL

Destruction Approved by Hall of Records Commission

MAY 07 2004

Date

*Edward C. Spangenberg*  
 State Archivist

Destruction Certification

*Arthur G. Smith*

Signature of Court Official

*Adrian Clark*

Title

8/8/05

Date

~~CONFIDENTIAL~~

AUG 18 — JWS

RECORDS MANAGEMENT  
DIVISION

3762

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 MD, #09 HARFORD CO.

	COURT	COUNTY	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.				
	CRIMINAL CASES  Closed in 2001 Related papers, not including docket sheets  (Permission to Strip)	2219	2 a,b,c.	1/1/01 thru 12/31/01	90		LANDFILL

Destruction Approved by Hall of Records Commission

JAN 18 2005

Date

*Edward C. Papenfuss*  
 State Archivist

Destruction Certification

*Arthur G. Taylor*

Signature of Court Official

adm. Clerk

Title

8/8/05

Date

~~CONFIDENTIAL~~

AUG 18

2005

RECORDS MANAGEMENT  
DARS-AM

8/18/05

John H. ...

John H. ...

...

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

37,62

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

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 in 2001 Related papers, not including docket sheets  (Permission to Strip)	2219	2 a,b,c.	1/1/01 thru 12/31/01	90		LANDFILL

Destruction Approved by Hall of Records Commission

JAN 18 2005

Date

*Edward C. Saperstein*  
 State Archivist

Destruction Certification

*Richard G. Taylor*  
 Signature of Court Official

adm clerk  
 Title

8/8/05  
 Date

~~CONFIDENTIAL~~  
AUG 18 *JWS*  
RECORDS MANAGEMENT  
DIVISION



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

3772

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT

COUNTY

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.				
	Landlord/Tenant Cases Non-money judgments	2219	SEC.VI	2001	7		LANDFILL

Destruction Approved by Hall of Records Commission

FEB 03 2005

Date

*Edward C. Papenfuss*  
 State Archivist

Destruction Certification

*Arthur H. [Signature]*  
 Signature of Court Official

Title

*8/8/05*  
 Date

*Arthur H. ...*



APR 18 2005

RECORDS MANAGEMENT  
DEPARTMENT

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

3772

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT COUNTY 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.				
	Landlord/Tenant Cases Non-money judgments	2219	SEC.VI	2001	7		LANDFILL

Destruction Approved by Hall of Records Commission

*Edward C. Papenfuss*  
 State Archivist

Destruction Certification

*Arthur H. Davis* *admin clerk* 8/8/05  
 Signature of Court Official Title Date

FEB 03 2005  
 Date

RECEIVED

MAR 28 - 2005

LIBRARY OF CONGRESS  
PHOTODUPLICATION SERVICE

SERVICE TICKET 16021

DOCUMENT DATE	DUE DATE	PURCHASE ORDER NUMBER			
01-10-05					
NEXT SERVICE	ROUTE	STOP	REP	DRIVER	TYPE
99-99-99	MI/03/06	0	MPK	DE	PG
CUST CODE	MD State Atty Office 33 W Washington St Hagerstown MD 21740  (240) 313-2000				



P.O. Box 758 • Middletown, MD 21769  
301-371-3722 • 1-877-274-7333  
www.allshredmd.com

SERVICE CODE	QUANTITY	POUNDS	DESCRIPTION	UNIT PRICE	AMOUNT
MI RSPN			RTE SVC POUNDS ON SITE	.19	\$ 298.41
MI MIN			MINIMUM	<del>190.00</del>	
MI FUEL			FUEL SURCHARGE	.50	14.92
					<del>\$ 313.33</del>
	6-TOTES	1,570.60			
TIME IN	TIME OUT			*TAXABLE	# DISCOUNTED
9:15		1,570.60		TOTAL MISC. CHARGES	
				CURRENT CHARGES	
				TAX	
				TOTAL	\$ 313.33

PURGE: Approx 30 bxs at loading dock in back Open  
7:30A-4:30P Call Prior to arrival Contact person Ms  
Buell @ 240-313-2000

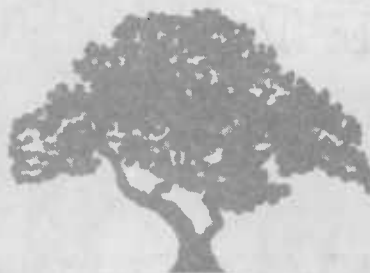
*J. A. R. Buell*

Customer Signature

1-10-05

Date

CERTIFICATE OF DESTRUCTION



ALL-SHRED, Inc. cares about the environment and because of that, ALL-SHRED has started our unique "**Plant a Tree**" program. When you reach a certain amount of paper that has been Destroyed and Recycled we will Plant you a Tree or if that is not feasible we will **donate the Funds to a Local Non-Profit of your choosing**. This is All-Shred's way of saying **Thank You** to our Valuable Client Partners.

#### Certificate of Destruction

The material listed on the reverse side of this certificate was shredded as per customer instructions by ALL-SHRED, Inc. shredded material were packaged and prepared for recycling in a commercial bailer. All baled and shredded material are converted to pulp for remanufacturing when accliable.

#### Destruction Declaration

I have first hand knowledge of this destruction process and declare under penalty of perjury that the foregoing is true and correct.

1-10-05

Date

Dale A. Ely

ALL-SHRED, Inc. Bonded Representative

Certificate not valid if not signed by an ALL-SHRED, Inc. Representative.

SEP 30  
RECORDS MANAGEMENT  
DIVISION



**BOARD OF COUNTY COMMISSIONERS  
OF WASHINGTON COUNTY, MARYLAND**

Washington County Administration Building  
100 West Washington Street, Room 226  
Hagerstown, Maryland 21740-4735  
Telephone: 240-313-2200  
FAX: 240-313-2201  
Deaf and Hard of Hearing call: 7-1-1 for Maryland Relay

Gregory I. Snook, *President*  
William J. Wivell, *Vice-President*  
James F. Kercheval  
John C. Munson  
Doris J. Nipps

September 23, 2005

Mr. Gabe Lopez, Director  
Records Management Division  
Department of General Services  
7575 Waterloo Road  
P.O. Box 275  
Jessup, MD 20794-0275

Re: Certificates of Records Disposal

Dear Mr. Lopez:

Attached are Certificates of Records Disposal from several departments in Washington County.

If you have any questions or need additional information, please contact me at (240) 240-2204.  
Thank you.

Sincerely,

Joni L. Bittner, County Clerk

Board of County Commissioners  
Of Washington County, Maryland

:jb

attachments

SEP 30 2005  
REC'D - RECORDS MANAGEMENT DIVISION  
JWS



③ CAPITOL ROAD

DEPARTMENT

RECORDED

SEP 30 2005

RECORDS MANAGEMENT



		<b>Department of General Services</b>	Prepare in duplicate  Retain one (1) copy and forward original to address at left.
<b>Reporting Agency</b>		Records Management Division	
Washington County-Agency Finance/Human Resources-Div./Unit		7275 Waterloo Road (Rte. 175) P.O. Box 275	
<b>Division or Unit</b>		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	Employment Applications (not hired) Accts. Super.	C-873	8	May 2003	folder	02/2005	Shredded
2	Employment Applications (not hired) Fiscal Tech.	C-873	8	Aug. 2003	folder	02/2005	Shredded
3	Employment advertisement ads-Clerk Typist I	C-873	8	1978-1988	Folder	02/2005	Shredded
4	Employment advertisement ads-Clerk Typist II	C-873	8	1986-1990	Folder	02/2005	Shredded
5	Personnel Files- Past Recreation Emps.	C-873	5	1995-1997	Folder	02/2005	Shredded
6	Employment Applications (not hired) Accts Rec Super	C-873	8	Dec. 2003	Folder	02/2005	Shredded
7	Employment Applications (not hired) Arpt. Equip Oper	C-873	8	Dec. 2003	Folder	02/2005	Shredded
8	Employment Applications (not hired) PT Asst. Atty	C-873	8	Sept. 2003	Folder	02/2005	Shredded
9	Employment Applications (not hired) Community Mobile Program Coord.	C-873	8	June 2003	Folder	02/2005	Shredded
10	Employment Applications (not hired) Pt Bus Oper.	C-873	8	Dec. 2003	Folder	02/2005	Shredded
11	Employment Applications (not hired) PT Bus Attend	C-873	8	Aug. 2003	Folder	02/2005	Shredded
12	Employment Applications (not hired) PT Bus Attend	C-873	8	May 2003	Folder	02/2005	Shredded
13	Employment Applications (not hired) LMB Proj. Coord	C-873	8	Sept. 2003	Folder	02/2005	Shredded
14	Employment Applications (not hired) LMB Proj. Coord	C-873	8	Oct. 2002	Folder	02/2005	Shredded
15	Employment Applications (not hired) Eng. Proj Mgr	C-873	8	Nov. 2003	Folder	02/2005	Shredded
16	Employment Applications (not hired) Eng Plan Dev	C-873	8	July 2003	Folder	02/2005	Shredded
17	Employment Applications (not hired) Eng Inspector	C-873	8	July 2003	Folder	02/2005	Shredded
18	Employment Applications (not hired) F&R Asst. Chief	911 C-873	8	Dec. 2003	Folder	02/2005	Shredded
19	Employment Applications (not hired) F&R Shift Super	C-873	8	Aug. 2003	Folder	02/2005	Shredded

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

Krista S. Shipley  
Signature

Human Resources Technician

Title

02-02-2005

Date

~~CONFIDENTIAL~~

SEP 30 —

*JW*

RECORDS MANAGEMENT  
DIVISION

<b>Reporting Agency</b>		<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.
Washington County-Agency Finance/Human Resources-Div./Unit			
<b>Division or Unit</b>			

## 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.				
20	Employment Applications (not hired) F&R Comms Spec	FT C-873	8	Oct. 2003	Folder	02/2005	Shredded
21	Employment Applications (not hired) Emer. Planner	C-873	8	Aug. 2003	Folder	02/2005	Shredded
22	Employment Applications (not hired) Accts. Rec Tech	C-873	8	Jan. 2002	Folder	02/2005	Shredded
23	Employment Applications (not hired) Eng. Tech IV	C-873	8	Oct. 2002	Folder	02/2005	Shredded
24	Employment Applications (not hired) Hwys MEO I	C-873	8	Dec. 2003	Folder	02/2005	Shredded
25	Employment Applications (not hired) Hwys. MEO II	C-873	8	Dec. 2003	Folder	02/2005	Shredded
26	Employment Applications (not hired) Hwys MEO III	C-873	8	Dec. 2003	Folder	02/2005	Shredded
27	Employment Applications (not hired) Permits Dir.	C-873	8	June 2003	Folder	02/2005	Shredded
28	Employment Applications (not hired) Permits Plan Exam	C-873	8	Oct. 2003	Folder	02/2005	Shredded
29	Employment Applications (not hired) Permits Insp	C-873	8	Aug. 2003	Folder	02/2005	Shredded
30	Employment Applications (not hired) HR Director	C-873	8	June 2003	Folder	02/2005	Shredded
31	Employment Applications (not hired) Benefits Admin	C-873	8	June 2003	Folder	02/2005	Shredded
32	Employment Applications (not hired) Procurment Spec	C-873	8	July 2003	Folder	02/2005	Shredded
33	Employment Applications (not hired) PT Weigh Clk	C-873	8	May 2003	Folder	02/2005	Shredded
34	Employment Applications (not hired) PT Weigh Clk	C-873	8	Dec. 2003	Folder	02/2005	Shredded
35	Employment Applications (not hired) Plant Oper III	C-873	8	Oct. 2003	Folder	02/2005	Shredded
36	Employment Applications (not hired) Lab Tech I	C-873	8	April 2003	Folder	02/2005	Shredded
37	Employment Applications (not hired) Off Assoc. Parks	C-873	8	April 2003	Folder	02/2005	Shredded
38	Employment Applications (not hired) Off Assoc. Trans	C-873	8	Aug. 2003	Folder	02/2005	Shredded

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

*Krista S. Shipley*  
Signature

Human Resources Technician  
Title

02/02/2005  
Date

SEP 30 2005

RECORDS MANAGEMENT  
DIVISION

	<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.
<b>Reporting Agency</b>		
Washington Count-Agency Finance/Human Resources-Div./Unit		
<b>Division or Unit</b>		

## 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.				
39	Employment Applications (not hired) Off Assoc IV Trans	C-873	8	July 2003	Folder	02/2005	Shredded
40	Employment Applications (not hired) Off Assoc IV NTF	C-873	8	Dec. 2002	Folder	02/2005	Shredded
41	Employment Applications (not hired) Sr. Off Assoc Hwy	C-873	8	Aug. 2003	Folder	02/2005	Shredded
42	Employment Applications (not hired) Sr Off Assoc St Atty	C-873	8	Sept. 2003	Folder	02/2005	Shredded
43	Employment Applications (not hired) Off Assoc Planning	C-873	8	Dec. 2003	Folder	02/2005	Shredded
44	Employment Applications (not hired) Sr Off Assoc	C-873	8	April 2003	Folder	02/2005	Shredded

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

Krista S. Shipley  
Signature

Human Resources Technician  
Title

02/02/2005  
Date

SEP 30 2015  
RECORDS MANAGEMENT  
DIVISION

Reporting Agency

Washington County-Agency  
Finance/Human Resources - Div./Unit

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	Terminated Personnel Files Seasonal Tax Office 1996	C873	3	1996-2005	folder	9/2005	Shredded
2	Terminated Personnel Files Seasonal Tax Office 1997	C873	3	1997	folder	9/2005	Shredded
3	Terminated Personnel Files Seasonal Tax Office 1998	C873	3	1998	folder	9/2005	Shredded
4	Terminated Personnel Files Seasonal Tax Office	C873	3	1999 - 2000	folder	9/2005	Shredded
5	Terminated Personnel Files Recreational	C873	3	1998 - 2001	folder	9/2005	Shredded
6	Terminated Personnel Files Seasonal Marty Snook Pool	C873	3	1999-2000	folder	9/2005	Shredded

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

Krista S. Shipley  
Signature

HR Technician  
Title

9-21-05  
Date

~~CONFIDENTIAL~~

SEP 30

*MW*

RECORDS MANAGEMENT  
DIVISION



WASHINGTON COUNTY GAMING 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.				
2916	ADMINISTRATIVE HEARING FILES	C 866	2	1995	1-Box	11/8/2004	DESTROYED
2917							
3436							
3437							
3438							
3440							
3442							
3443							
3445							
3446							
3452							
3453							
3484							
3485							
3486							
3487				1995			
3550				1996			
3552				1996			
3579				1996		11/8/2004	

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

Samuel A. Arlotta  
Signature

DIRECTOR  
Title

11/8/04  
Date

SEP 30

*zws*

RECORDS MANAGEMENT  
DIVISION

WASHINGTON COUNTY GAMING OFFICE

Department of General Services

Prepare in duplicate

Reporting Agency

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

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	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
3655	ADMINISTRATIVE HEARING FILES	C866	2	1996	1 Box	11/8/04	DESTROYED
3658	/	/	/	1996	/	/	/
3779	/	/	/	1996	/	/	/
3814	/	/	/	1996	/	/	/
3838	/	/	/	1996	/	/	/
3885	/	/	/	1996	/	/	/
3982	/	/	/	1997	/	/	/
4217	/	/	/	1997	/	/	/
4294	/	/	/	1997	/	/	/
					252 #		

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

  
Signature

  
Title

11/8/04  
Date

SEP 30 1980

SEP 30

*Just*

RECORDS MANAGEMENT  
DIVISION



Mobile & Off-site Paper Shredding

**INVOICE: 449497**

Account no.: n/a

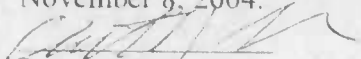
Invoice date: 11/17/2004

Customer: Washington County Gambling Office  
Accounts Payable  
33 West Washington Street  
Room 200  
Hagerstown, MD 21740

Service description	Cost
On-Site shredding Nov. 8, 2004	
287 lbs.	
0 - 200 lbs.	55.00
87 lbs. @ .25 cents per pound	21.75
Total amount due	\$76.75

## Certificate of Destruction

Better Shredder, Inc. hereby guarantees the complete destruction of all materials for shredding totaling 287 lbs. on November 8, 2004. Shredding supervised by Clinton Rawlings. Shredding was recycled November 8, 2004.

  
Supervisor

Make payment to Better Shredder, Inc.  
Customer Support 1-866-210-5433  
Cut along this line and submit with payment

Washington County Gambling Office

**INVOICE: 449497**

THIS AMOUNT DUE \$76.75

MAIL PAYMENT TO:

BETTER SHREDDER, INC  
P O BOX 210  
MIDDLETOWN, MD 21769

TERMS: NET 5 DAYS

DUE DATE: 11/26/2004

VOUCHER #	
CHECK #	
DATE PAID	
AMOUNT PAID	
APPROVED BY	<i>James B. How</i>
VENDOR #	10845
RECEIVER #	
ACCOUNT #	515000-10-1120

~~RECEIVED~~

SEP 30 - 205

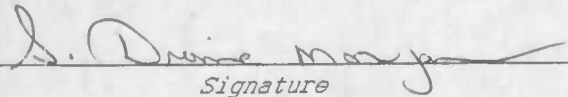
RECORDS MANAGEMENT  
UNIT

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
Division or Unit			Retain one (1) copy and forward original to address at left.
Highway			

## 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	Copies of Drivers Lic. DOT	C880	6			4-7-05	Shredder
2	Snow Removal Policy	C880	2			4-7-05	Shredder
3	Miss Utility Tickets	C880	7			4-7-05	Shredder
4	Old Commuting Miles	C880	8			4-7-05	Shredder
5	Road Listing	C880	7			4-7-05	Shredder
6	Job Descriptions	C880	6			4-7-05	Shredder
7	Personnel Sheets	C880	6			4-7-05	Shredder
8	Daily Work Schedule	C880	6			4-7-05	Shredder
9	List of Mailbox Repairs	C880	2			4-7-05	Shredder
10	Job Openings 2004	C880	6			4-7-05	Shredder
11	B/F Memos/2003	C880	2			4-7-05	Shredder
12	BCC Minutes 2002/2003	C880	2			4-7-05	Shredder
13	BCC Agenda 2003	C880	2			4-7-05	Shredder
14	Commuting Miles	C880	8			4-7-05	Shredder

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


Admin. Assistant
7-5-05  
*Signature*
*Title*
*Date*

MEMBER

SEP 30

*205*

MEMBER'S INFORMATION SERVICE  
LIBRARY



Washington County Commissioners

Reporting Agency

State's Attorney's Office

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	Circuit Court Closed Case Files - Adult	C868	6	1989	10	1-10-05	Shred
2	Circuit Court Closed Case Files - Adult	C868	6	1988	10	1-10-05	Shred

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

Signature

Title

Date

RECEIVED  
JAN 10 2004  
County  
Commissioners

SEP 30  
RECORDS MANAGEMENT  
200

WASHINGTON COUNTY

Reporting Agency

TREASURER'S OFFICE

Division or Unit

Department of General

Services

Records Management Division

7275 Waterloo Road (Rte. 175)

P.O. Box 275

Jessup, Maryland 20794-0275

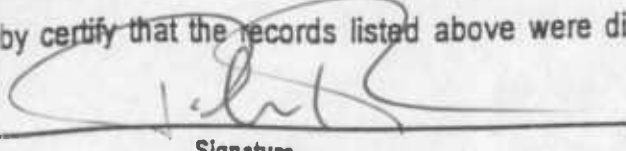
Prepare in duplicate

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	TAX ROLLS	C869	2	1985	6	7/24/05	RECYCLE
2	DAILY RECEIPT TAB	C869	14	2001	2	7/26/05	RECYCLE
3	RECEIPTS STATEMENTS	C869	11	9/2000-6/2002	5	7/26/05	RECYCLE
4	DEPOSIT TICKETS	C869	12	7/01 - 6/02	2	7/24/05	RECYCLE
5	NYT DOC.	C869	1	THRU - 1992	1	7/24/05	RECYCLE
6	GEN - (AGREEMENTS)	C869	5	7/01 - 6/30/02	2	7/24/05	RECYCLE

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



Signature  
TODD L. HERSHEY

TREASURER  
Title

7/26/05  
Date



SEP 30

*JWS*


LIBRARY OF THE  
UNITED STATES DEPARTMENT OF THE INTERIOR

WASHINGTON COUNTY	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		
TREASURER		
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	Law suit filed	C-869	7	1997-2000	3 1/2	5-23-05	RECYCLE

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

 Signature	TREASURER Title	5/24/05 Date
-------------------------------------------------------------------------------------------------	--------------------	-----------------

~~CONFIDENTIAL~~

SEP 30 2005

RECORDS MANAGEMENT  
DIVISION

Transmittal # 12-1-SP-1-2005

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

3874

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT

ALLEGANY

5/17/05

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.				
	MISCELLANEOUS RECORDS Special Proceeding cases Closed in <u>1991 &amp; 1992</u>	Sec. III	2	1/1/1991 thru 12/31/1992	12	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

RECEIVED

MAY 26 2005

MARYLAND STATE ARCHIVES

MAY 18 - 2005

RECORDS MANAGEMENT  
DIVISION

201 S. O. MUI



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

3874

Transmittal # 12-1-SP-1-2005

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 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.				
	MISCELLANEOUS RECORDS Special Proceeding cases Closed in <u>1991 &amp; 1992</u>	Sec. III	2	1/1/1991 thru 12/31/1992	12	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

AUG 18

205

RECORDS MANAGEMENT  
DIVISION

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

3873

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS Administrative Operation Files Commissioner Activity Reports Applications for Charging Documents (No probable cause) General Correspondence	2219 Sec. I	1	1/1/2000 thru 12/31/2001	34	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss Jr.*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

10

100-100000  
100-100000  
100-100000

~~RECORDED~~

AUG 18 2005

RECORDS MANAGEMENT  
DIVISION

*[Handwritten signature]*

100-100000

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

3873

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE RECORDS Administrative Operation Files Commissioner Activity Reports Applications for Charging Documents (No probable cause) General Correspondence	2219 Sec. I	1	1/1/2000 thru 12/31/2001	34	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

97

CO-21-2  
1000  
20-1000

1000

~~RECEIVED~~

AUG 18 2005

RECORDS MANAGEMENT  
DIVISION

RECEIVED  
MAY 26 2005  
MARYLAND STATE ARCHIVES

*[Faint handwritten signature]*

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Transmittal # 12-1-A-1-2005

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

3876

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT

ALLEGANY

5/17/05

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Civil Citations and Municipal Infraction cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. VI	2 a, b	1/1/2000 thru 12/31/2001	16	6-13-05 thru 6-15-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss Jr.*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

6-20-05

Date

COLLECTION

MIB 18 - 205

RECORDS DEPARTMENT

EX 10 101

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Transmittal # 12-1-A-1-2005

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

3876

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
COURT

ALLEGANY  
COUNTY

5/17/05  
DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Civil Citations and Municipal Infraction cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. VI	2 a, b	1/1/2000 thru 12/31/2001	16	6-13-05 thru 6-15-05	shred.

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Spearman Jr.*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

6-20-05

Date

20-81-4  
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DIVISION

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

3877

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Traffic Citations - old Serious Traffic Folders Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b	1/1/2000 thru 12/31/2001	40	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 8 2 2005

Date

*Edward C. Papenfuss Jr.*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

~~CONFIDENTIAL~~

MAY 18 - 2005

MANUS MANILA  
DAILY

*[Faint, illegible handwritten text]*

MAY 18 2005

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

3877

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Traffic Citations - old Serious Traffic Folders Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b	1/1/2000 thru 12/31/2001	40	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss Jr.*  
 State Archivist

*Kathleen M. Stafford*  
 Signature of Court Official

Ad Clerk  
 Title

6/8/05  
 Date

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MAY 26 2005

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

3878

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Cases Expunged in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 d, e	1/1/2000 thru 12/31/2001	14	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Saperstein*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

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AUG 18 2005

RECORDS MANAGEMENT  
DIVISION

2005 10 10



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

3878

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Cases Expunged in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 d, e	1/1/2000 thru 12/31/2001	14	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Spangher Jr.*  
 State Archivist

*Kathleen M. Stafford*  
 Signature of Court Official

Ad Clerk  
 Title

8/8/05  
 Date

100-24-1  
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DEPARTMENT OF GENERAL SERVICES  
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3879

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
COURT

ALLEGANY  
COUNTY

5/17/05  
DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Natural Resources cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b	1/1/2000 thru 12/31/2001	12	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

Edward C. Spangenberg

State Archivist

Kathleen M. Hafford

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

RECORDS  
MAY 18 2013

10-05  
10-05

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JUN 2 2013

Transmittal # 12-1-NR-1-2005

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

3879

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT

ALLEGANY

5/17/05

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Natural Resources cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b	1/1/2000 thru 12/31/2001	12	6-13-05 Thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Saperstein*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

RECORDS MANAGEMENT  
DIVISION

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MAY 26 2005

MARYLAND STATE ARCHIVES

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JUN 13 2005

Transmittal # 12-1-CR-1-2005

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

3880

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT

ALLEGANY

5/17/05

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Criminal, Petty Offense Citations & Fugitive Warrant Cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b, f	1/1/2000 thru 12/31/2001	48	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

Edward C. Papenfuss Jr.  
State Archivist

Kathleen M. Wafford  
Signature of Court Official

Ad Clerk  
Title

8/8/05  
Date



AUG 18

205

RECORDS MANAGEMENT  
Division

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DEPARTMENT OF GENERAL SERVICES  
Hall of Records Commission  
Records Management Division  
7275 WATERLOO RD., P.O. BOX 275  
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3880

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
COURT

ALLEGANY  
COUNTY

5/17/05  
DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CRIMINAL RECORDS Criminal, Petty Offense Citations & Fugitive Warrant Cases Closed in <u>2000 &amp; 2001</u>	2219 Sec. IV	2 a, b, f	1/1/2000 thru 12/31/2001	48	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005  
Date

Edward C. Spangher Jr  
State Archivist

Kathleen M. Hafford  
Signature of Court Official

Ad Clerk  
Title

8/8/05  
Date

6-10-05  
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RECORDS MANAGEMENT  
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DEPARTMENT OF GENERAL SERVICES  
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 JESSUP, MD 20794-0275

3882

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 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.				
	ELECTRONIC RECORDINGS For Year of <u>2000 &amp; 2001</u>	2219 Sec. II & Sec. IV	2  2 a, b, f	1/1/2000 thru 12/31/2001	14	7-15-05	Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papenfuss*  
 State Archivist

*Kathleen M. Stafford*  
 Signature of Court Official

Ad Clerk  
 Title

8/8/05  
 Date

Selected Circuit 4

~~SECRET~~

AUG 18 - 205

RECORDS MANAGEMENT

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

3882

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 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.				
	ELECTRONIC RECORDINGS For Year of <u>2000 &amp; 2001</u>	2219 Sec. II & Sec. IV	2  2 a, b, f	1/1/2000 thru 12/31/2001	14	7-15-05	Land fill

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Spangher*

State Archivist

*Kathleen M. Stafford*

Signature of Court Official

Ad Clerk

Title

8/8/05

Date

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AUG 18 2005

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MAY 28 2005  
MARYLAND STATE ARCHIVES

2005 5 28

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

3881

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS DCA 1, DCA 2, DCA 3, DCA 4, DCA 4a, DCA 9 DCA 11, DCA 27, DCA 254, bank books & statements, cancelled checks, check stubs, cash receipt journals, R-1, DCA 31, expense accounts, certified mail books & logs, transmittal sheets, roster cards, payroll & check register, time cards, purchase orders, receiving reports, warehouse requisitions, xerox bills, credit bureau bills, deferred payment sheets, court fund sheets, daily work folders	2219 Sec. V	1 c 2 3	1/1/2000 thru 12/31/2001	48	6-13-05 thru 7-29-05	Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. [Signature]*

State Archivist

*Kathleen M. Wafford*

Signature of Court Official

Ad Clerk  
 Title

8/8/05  
 Date

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AUG 18 2015

RECORDS MANAGEMENT  
DIVISION

U.S. DEPT. OF JUSTICE



DEPARTMENT OF GENERAL SERVICES  
 Hall of Records Commission  
 Records Management Division  
 7275 WATERLOO RD., P.O. BOX 275  
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3881

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

TWELFTH DISTRICT  
 COURT

ALLEGANY  
 COUNTY

5/17/05  
 DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	FISCAL RECORDS DCA 1, DCA 2, DCA 3, DCA 4, DCA 4a, DCA 9 DCA 11, DCA 27, DCA 254, bank books & statements, cancelled checks, check stubs, cash receipt journals, R-1, DCA 31, expense accounts, certified mail books & logs, transmittal sheets, roster cards, payroll & check register, time cards, purchase orders, receiving reports, warehouse requisitions, xerox bills, credit bureau bills, deferred payment sheets, court fund sheets, daily work folders	2219 Sec. V	1 c 2 3	1/1/2000 thru 12/31/2001	48	6-13-05 thru 7-29-05	shred

Destruction Approved by Hall of Records Commission

Destruction Certification

JUN 02 2005

Date

*Edward C. Papacopus Jr.*  
 State Archivist

*Kathleen M. Stafford*  
 Signature of Court Official

Ad Clerk  
 Title

8/8/05  
 Date

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AUG 18 2005

RECORDS MANAGEMENT  
DIVISION

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MARYLAND STATE ARCHIVES

*Dept. of Public Safety and Corrections*

Department of General Services

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Reporting Agency

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

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

*Parole and Probation - Glen Burnie*

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	<i>Parole and Probation Case File</i>	1461	1	1988	.1	8-4-05	Shred
	<i>1840528 - Adams, Timothy</i>						
2	<i>Parole and Probation Case File</i>	1461	1	1988	.1	8-4-05	Shred
	<i>3206767 - Anderson, Richard</i>						
3	<i>Parole and Probation Case File</i>	1461	1	1984	.1	8-4-05	Shred
	<i>1848172 - Authement, Gerald</i>						
4	<i>Parole and Probation Case File</i>	1461	1	1991	.1	8-4-05	Shred
	<i>3415012 - Anderson, Alexandria</i>						

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

*[Signature]*  
Signature

*Office Secretary II*  
Title

*8-4-05*  
Date

~~CONFIDENTIAL~~

AUG 81 205

RECORDS MANAGEMENT  
DIVISION

100-111

Dept. of Public Safety and Corrections  
 Reporting Agency  
 Parole and Probation - Glen Burnie  
 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	Parole and Probation Case File 1840528 - Adams, Timothy	1461	1	1988	.1	8-4-05	Shred
2	Parole and Probation Case File 3206767 - Anderson, Richard	1461	1	1988	.1	8-4-05	Shred.
3	Parole and Probation Case File 1848172 - Authement, Emerald	1461	1	1984	.1	8-4-05	Shred
4	Parole and Probation Case File 3415012 - Anderson, Alexandria	1461	1	1991	.1	8-4-05	Shred

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

*Nona H. Hayes*  
 Signature

Office Secretary II  
 Title

8-4-05  
 Date

~~CONFIDENTIAL~~  
AUG 5  
RECORDS MANAGEMENT  
DIVISION

*JWR*



**FROM THE DESK OF**

*DANA Y. HAYES  
DIVISION OF PAROLE AND PROBATION  
7500 RITCHIE HIGHWAY, ROOM 109  
GLEN BURNIE, MARYLAND 21061  
(410) 412-7063 (PHONE)  
(410) 508-2387 (FAX)*

**FAX COVERSHEET**

DATE: August 4, 2005

NUMBER OF PAGES: 2

TO: Karen Lott

State Records Center

\_\_\_\_\_

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PHONE: 410-799-1379

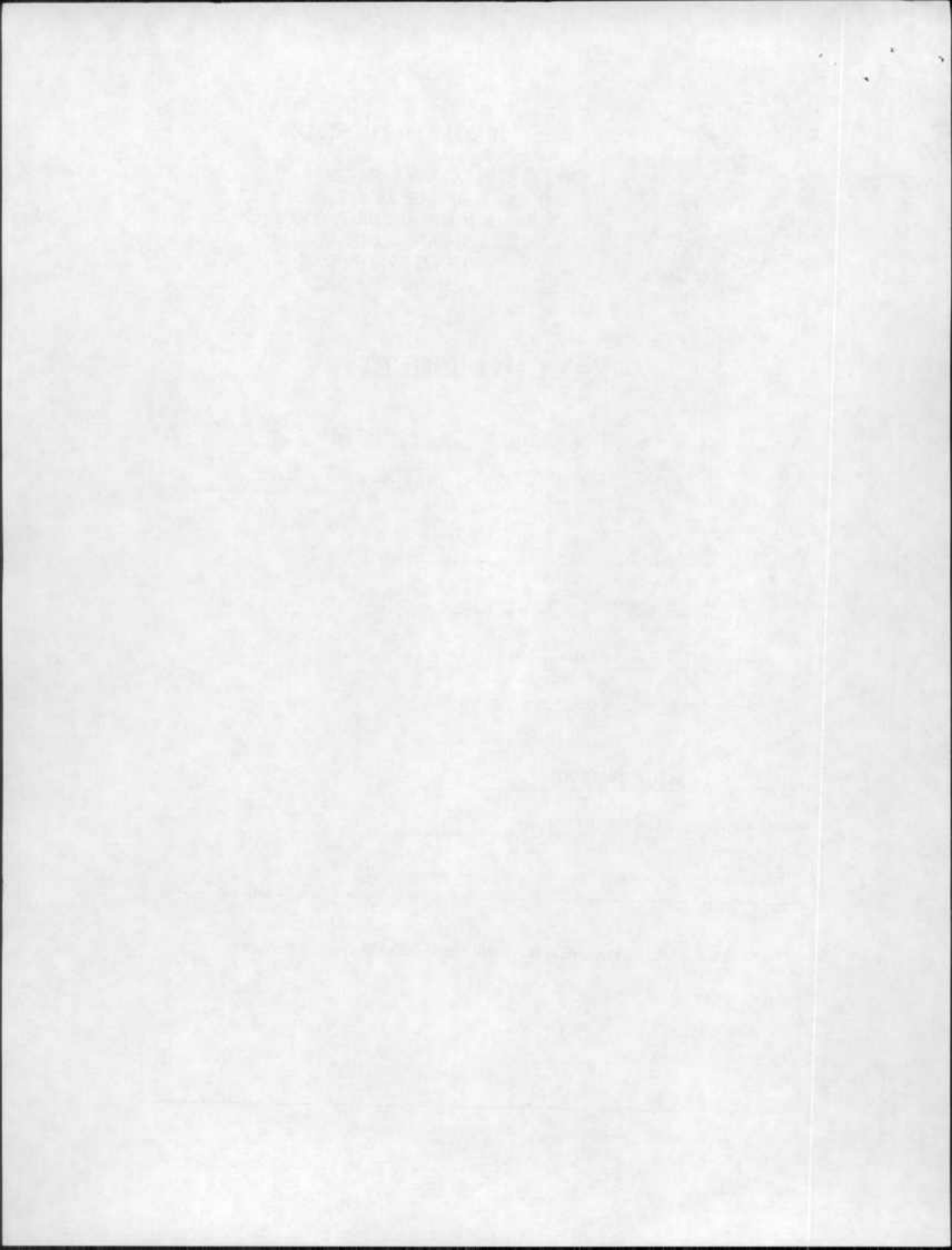
FAX PHONE: 410-799-8532

CC: \_\_\_\_\_

**REMARKS:**

**Thank you for faxing me the form. I will send the hard copy in the mail.**

**Have a Great Day!**





Dept. of Public Safety and Correctional Services  
 Reporting Agency

Parole and Probation - Glen Burnie  
 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	Parole and Probation Case File 3208907-Campbell, Suzanne	1461	1	1989	.1	8-26-05	Shred
2	Parole and Probation Case File Caddle, Albert H. Jr.	1461	1	1993	.1	8-26-05	Shred

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

David G. Hayes  
 Signature

Office Secretary II  
 Title

8-26-05  
 Date

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RECORDS MANAGEMENT  
DIVISION

Dept. of Public Safety and Correctional  
 Reporting Agency *Services*  
 Parole and Probation - Glen Burnie  
 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	Parole and Probation Case File  3421730 - Brink, Anthony	1461	1	1994	.1	8-23-05	Shred

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

*Angela Hayes*  
 Signature

Office Secretary II  
 Title

8-23-05  
 Date

~~CONFIDENTIAL~~  
AUG 30 - *MS*  
RECORDS MANAGEMENT  
DIVISION

MDDC/Inmate Property Unit  
 Reporting Agency  
 DOC  
 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	Logbook Entry level	1406-17	1	July '99 - Oct '01		8-11-05	Waste Mgmt Trash Compactor
2	Logbook Dietary	1406-17	1	July '00 - July '01		8-11-05	"
3	Logbook <sup>Outside Patrol</sup> <del>Forest St</del>	1406-17	1	Nov '99 - Nov '01		8-11-05	"
4	Logbook 7 Corridor	1406-17	1	Dec '99 - Dec '01		8-11-05	"
5	Logbook Employee Pack	1406-17	1	Mar '95 - Oct '00		8-11-05	Waste Mgmt Trash Compactor
6	Logbook Serious Tactics	1406-17	1	Jun '98 - Apr '00		8-11-05	"
7	Logbook Mezzanine	1406-17	1	Nov '99 - Jun '01		8-11-05	"
8	Logbook Roll Call 3-11 Shift	1406-17	1	Jul '97 - Jun '00		8-11-05	"
9	Logbook Roll Call 7-3 Shift	1406-17	1	Mar '00 - Mar '01		8-11-05	Waste Mgmt Trash Compactor
10	Logbook Lt's Off 7-3 Shift	1406-17	1	Jan '98 - Mar '00		8-11-05	"
11	Logbook Lt's Off 11-7 Shift	1406-17	1	Dec '98 - Jul '01		8-11-05	"
12	Logbook <sup>Cell</sup> <del>Music</del> <sup>Bookings +</sup> <del>Charging</del>	1406-17	1	Dec '97 - Oct '00		8-11-05	"
13	Logbook Cal. Co Court	1406-17	1	Aug '98 - Jun '01		8-11-05	Waste Mgmt Trash Compactor
14	Logbook Wabash Court	1406-17	1	Mar '98 - Sep '99		8-11-05	"
15	Logbook Southern MD	1406-17	1	Jun '98 - Dec '00		8-11-05	"
16	Logbook Montg. Co Court	1406-17	1	May '95 - Jul '98		8-11-05	"
17	Logbook Glen Burnie Court	1406-17	1	Aug '98 - May '01		8-11-05	Waste Mgmt Trash Compactor
18	Logbook Harford Co Court	1406-17	1	Nov '94 - May '00		8-11-05	"
19	Logbook Howard Co Court	1406-17	1	Mar '98 - Nov '00		8-11-05	"

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

Michelle J. Kelly, CO2  
 Signature

Inmate Property Officer 8/11/05  
 Title Date

STATE RECORDS MANAGEMENT CENTER

**RECORDS MANAGEMENT**

Administrator	799-1930
Forms Manager	799-1930
Records Specialist	799-1930

**MICROGRAPHIC & LABORATORY SERVICES**

C.O.M. Services (Computer Output Microfilm)	799-1728
Source Document Microfilming	799-1729

**RECORDS CENTER**

Manager	799-1379
Reference Service	799-1727

*[Faint stamp]*  
AUG 15 *[Signature]*  
RECORDS MANAGEMENT  
DIVISION

*MRI/Tramete Property Unit*

Reporting Agency

*DOC*

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.				
<i>20</i>	<i>Logbook Howard &amp; Carroll Court</i>	<i>1406-17</i>	<i>1</i>	<i>Mar '99-Jul '01</i>		<i>8-11-05</i>	<i>White Mount Trash Compact</i>
<i>21</i>	<i>Logbook Barto Co.</i>	<i>1406-17</i>	<i>1</i>	<i>NOV '98-Sep '00</i>		<i>8-11-05</i>	<i>"</i>
<i>22</i>	<i>Personal Property mailed</i>	<i>1406-17</i>	<i>1</i>	<i>July '00-April</i>		<i>8-11-05</i>	<i>"</i>
<i>23</i>	<i>Transfer Inventory Sheets</i>	<i>1406-17</i>	<i>1</i>	<i>Jan '01-Dec '01</i>		<i>8-11-05</i>	<i>"</i>
<i>24</i>	<i>Tramete Transfer Receipts</i>	<i>1406-17</i>	<i>1</i>	<i>Jan '01-Nov '01</i>		<i>8-11-05</i>	<i>White Mount Trash Compact</i>

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

*Michelle J. Kelly, COM* *Tramete Property Officer* *8/11/05*  
 Signature Title Date

Figure 9

STATE RECORDS MANAGEMENT CENTER

**RECORDS MANAGEMENT**

Administrator	799-1930
Forms Manager	799-1930
Records Specialist	799-1930

**MICROGRAPHIC & LABORATORY SERVICES**

C.O.M. Services (Computer Output Microfilm)	799-1728
Source Document Microfilming	799-1729

**RECORDS CENTER**

Manager	799-1379
Reference Service	799-1727

NOV 15 2005  
RECORDS MANAGEMENT  
DEPARTMENT



STATE RECORDS MANAGEMENT CENTER  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

Maryland State Police

Reporting Agency

Barrack "B", Frederick

Division or Bureau

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
1	Barrack & Radio Logs (Forms 5 & 6)	1209	ADM 9	Jan-Jun 02	1.3	Misc	Shredded
2	Vehicle Reports (Form 91)	"	OPS 26-1	Oct 01-Feb 02	.2	"	"
3	Detailed Crash Inv. Reports (Fm 1)	"	OPS 35-1	Nov 99-May 00	.2	"	"
4	Warrants (Closed) (Form 167)	"	OPS 3-1	Jan-Jul 04	1.5	"	"
5	Detention Logs (Form 1120)	"	CPS 13	Nov 01-Jul 02	.7	"	"
6	Job Observation Records (Form 164)	"	PER 5-51	1998-2001 Misc	3.0	"	"
7	Drive While Intox. (Closed) (Fm 32)	"	OPS 41-1	2003-04 Misc	2.0	"	"
8	Incident Report (Closed) (Form 88)	"	OPS 23-1	Jan-Jul 02	.6	"	"
9	Summons (Closed) (Form 167)	"	OPS 15-2	Jan-Jul 04	.4	"	"
10	Property Record Log) (Form 63A)	"	OPS 56-2	1991-99	.1	"	"
11	Off Duty Use Summary (Form 49A)	"	PER 8-1	Mar 99-Feb 00	.2	"	"
12	Uniform Traffic Citation Trans.	"	OPS 36-1	Aug-Dec 04	.2	"	"

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

  
 J. Hasenei

Signature

Lt., Commanding

Title

08/19/05

Date

DGS 550-2

2005

SEP 8 2005

RECORDS MANAGEMENT  
DIVISION

STATE RECORDS MANAGEMENT CENTER  
 7275 Waterloo Road (Rte. 175)  
 P.O. Box 275  
 Jessup, Maryland 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

Reporting Agency \_\_\_\_\_

Division or Bureau \_\_\_\_\_

PREPARE IN DUPLICATE

Retain one copy and forward original to above address

No.	Description of Records Include Title and/or Form Number	Authorization For Disposal		Inclusive Dates of Records Disposed of	Volume (Cubic Feet)	Date of Disposal	Method of Disposal
		Retention Sched. No.	Item No.				
13	Disabled Vehicle Log (Form 23B)	1209	OPS 38	Aug 01-Mar 02	.1	Misc	Shredded
14	Staff Inspections	"	ADM 11	1995-May 03	.5	"	"
15	Trooper Activity Report (Form 14)	"	PER 1	Apr 02-Dec 03	1.7	"	"
16	Check Accountability Form (Fm 208)	"	FIS 6-1	Nov 03-Jun 04	.1	"	"
17	Overtime-Comp Time Auth (form 197)	"	PER 4-1	Feb 01-Jun 02	.7	"	"
18	Vehicle Pursuit Review (Form 114)	"	OPS 37-3	Jan 01-Jul 02	.1	"	"

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

  
 \_\_\_\_\_  
 Signature

Lt. Commander  
 \_\_\_\_\_  
 Title

8/19/05  
 \_\_\_\_\_  
 Date

DGS 550-2

SEP 6 1965

SEP 6

205

CORROS MANAGER  
DIVISION

3894

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Circuit

Montgomery

Court

County

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	Sealed Expunged Criminal Records	Md Rule	4-512 (f)	1999 - 2001	51.0	8-03-2005	Shred



Destruction Approved by Hall of Records Commission

Destruction Certification

JUL 11 2005

*Edward C. Papenfuss Jr*  
State Archivist

*Molly Q. Ruff* Clerk  
Signature of Court Official Title

8-22-05  
Date

Date

Signature of Court Official

Title

Date

**RECEIVED**  
JUN 8 2005  
MARYLAND STATE ARCHIVES

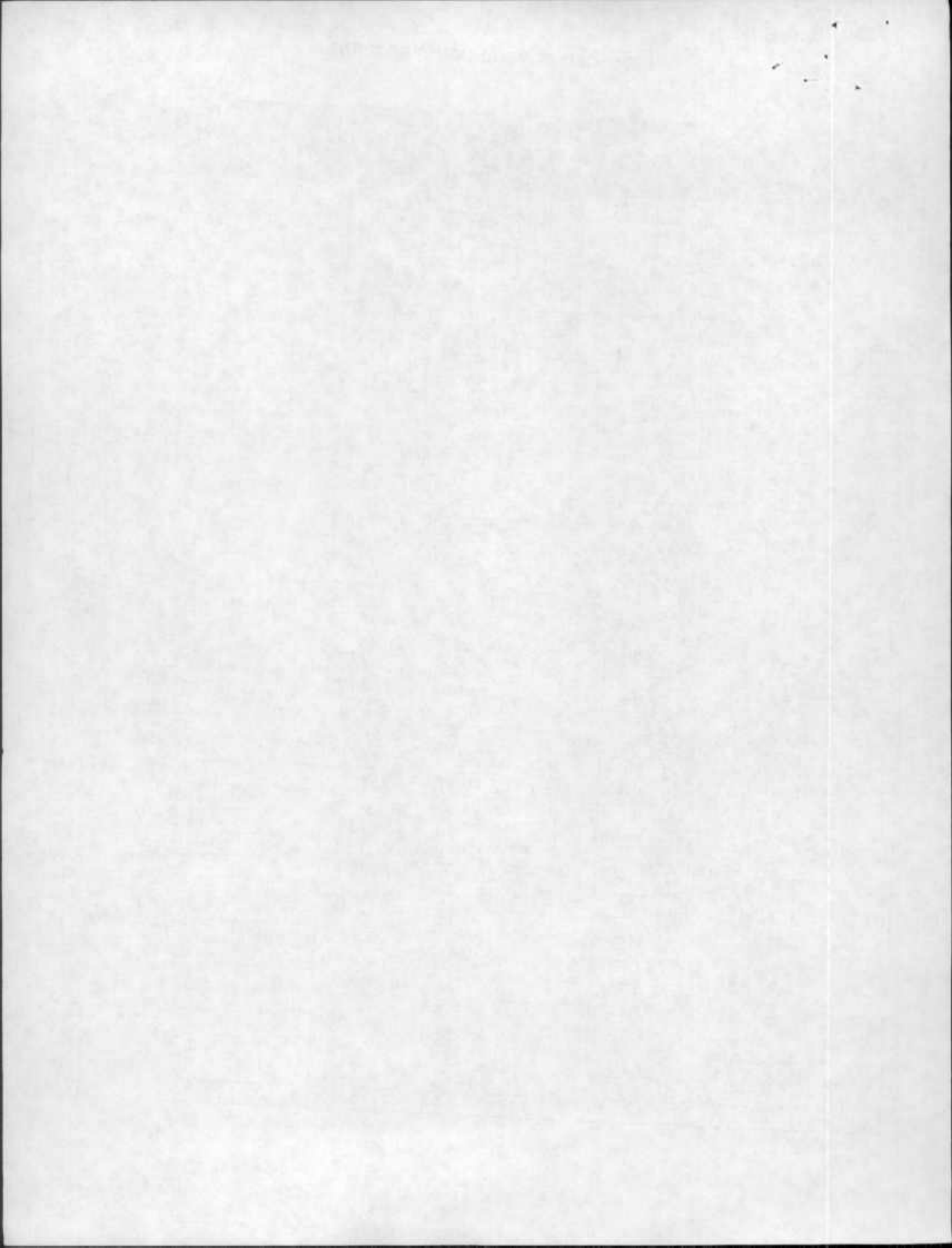
RECORDS MANAGEMENT  
DIVISION  
AUG 28 - 2005

*Charles [unclear]*

JUL 1 2005

EXPUNGED CRIMINAL COURT RECORDS

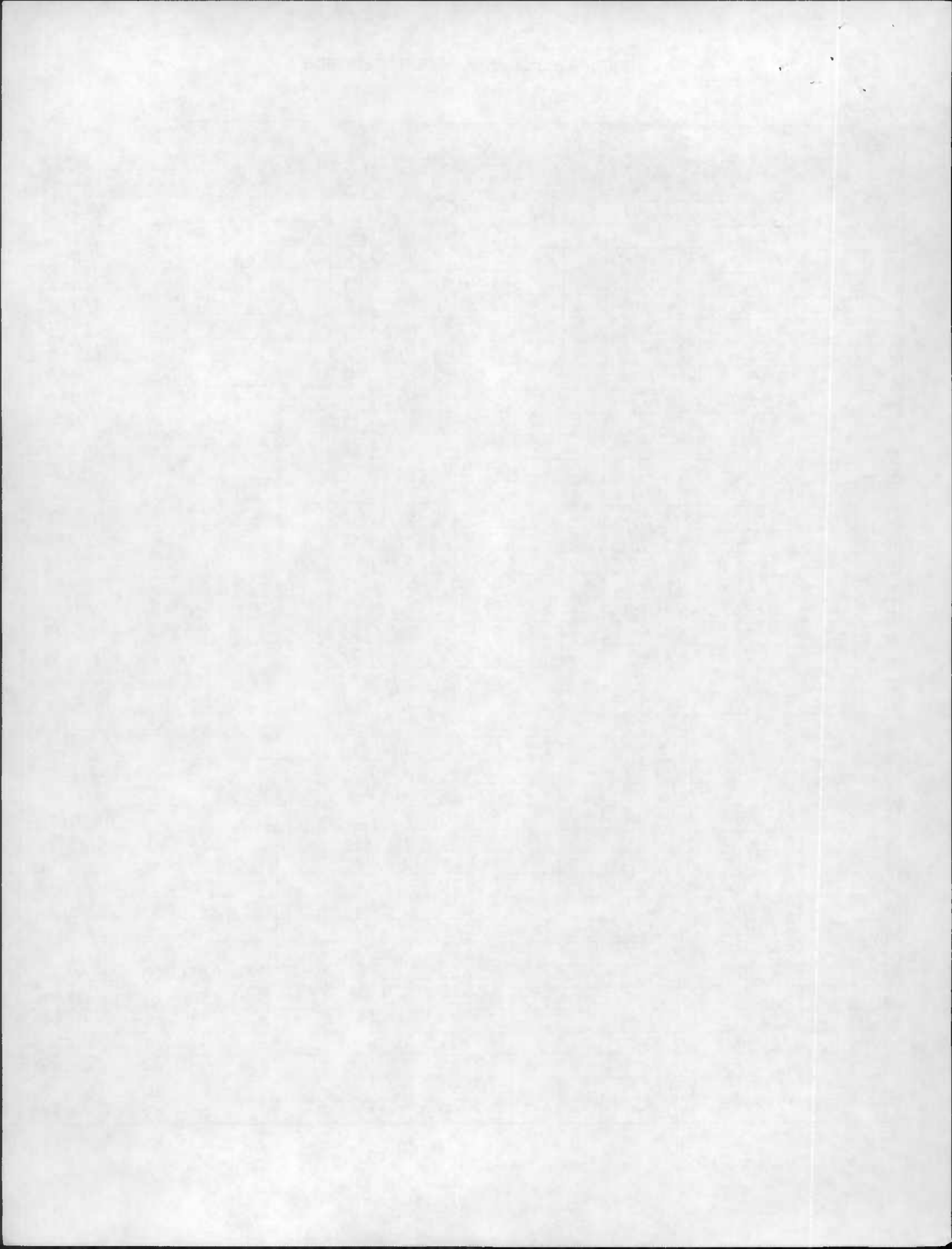
Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed
1	C 62	31128	1/14/99	C	64B	77465	3/11/99	C	68A	40592	7/17/99
2		37023	1/19/99			79926	3/19/99			43544	7/16/99
3		41592	1/20/99			79954	3/15/99			55458	7/16/99
4		44179	1/14/99			82289	3/5/99			69458	7/27/99
5		55457	1/19/99			56664	3/11/99			62699	7/16/99
6		62778	1/21/99		65	27791	4/9/99			63053	7/15/99
7		68822	1/12/99			56091	4/11/99			63067	7/16/99
8		75332	1/14/99			68851	4/27/99			66120	7/15/99
9		76084	1/12/99			75622	4/27/99			69941	7/23/99
10		76294	1/21/99			81194	4/16/99		68B	72417	7/17/99
11		76329	1/22/99			82805	4/28/99			73820	7/15/99
12		76896	1/21/99			83114	4/29/99			74618	7/11/99
13		80157	1/29/99			83819	4/26/99			75835	7/29/99
14		81042	1/26/99		66	35254	5/5/99			79947	7/15/99
15		881491	1/21/99			50593	5/18/99			83377	7/15/99
16		83062	1/21/99			51012	5/25/99			84703	7/27/99
17	63	21439	2/22/99			65533	5/20/99			848244	7/16/99
18		21440	2/22/99			65565	5/25/99		69A	7053	8/17/99
19		61395	2/22/99			70870	5/26/99			51948	8/10/99
20		68853	2/22/99			71180	5/19/99			55801	8/10/99
21		70389	2/22/99			73846	5/26/99			76384	8/4/99
22		71934	2/3/99			748109	5/27/99			63872	8/10/99
23		71935	2/3/99			82262	5/18/99			64412	8/16/99
24		75442	2/5/99			83355	5/18/99			65534	8/4/99
25		81723	2/9/99			84119	5/19/99			69999	8/23/99
26		82914	2/5/99		67	28004	6/18/99			70065	8/5/99
27		83156	2/22/99			49421	6/18/99			70548	8/23/99
28	64A	13125	3/26/99			50592	6/18/99			71503	8/17/99
29		42785	3/26/99			61028	6/21/99			72444	8/10/99
30		46094	3/8/99			61049	6/13/99			73552	8/5/99
31		59601	3/8/99			64372	6/21/99			74587	8/17/99
32		66297	3/1/99			67009	6/30/99		69B	75997	8/17/99
33		67620	3/11/99			67860	6/9/99			76282	8/4/99
34		68581	3/3/99			70245	6/25/99			77461	8/16/99
35		69012	3/15/99			74263	6/4/99			78420	8/23/99
36	64B	71065	3/26/99			80789	6/16/99			80855	8/10/99
37		71632	3/8/99			80919	6/4/99			81080	8/23/99
38		73706	3/11/99		68A	19267	7/29/99			82299	8/14/99
39		75448	3/11/99			19696	7/29/99			82613	8/11/99
40		75947	3/19/99			22384	7/29/99				





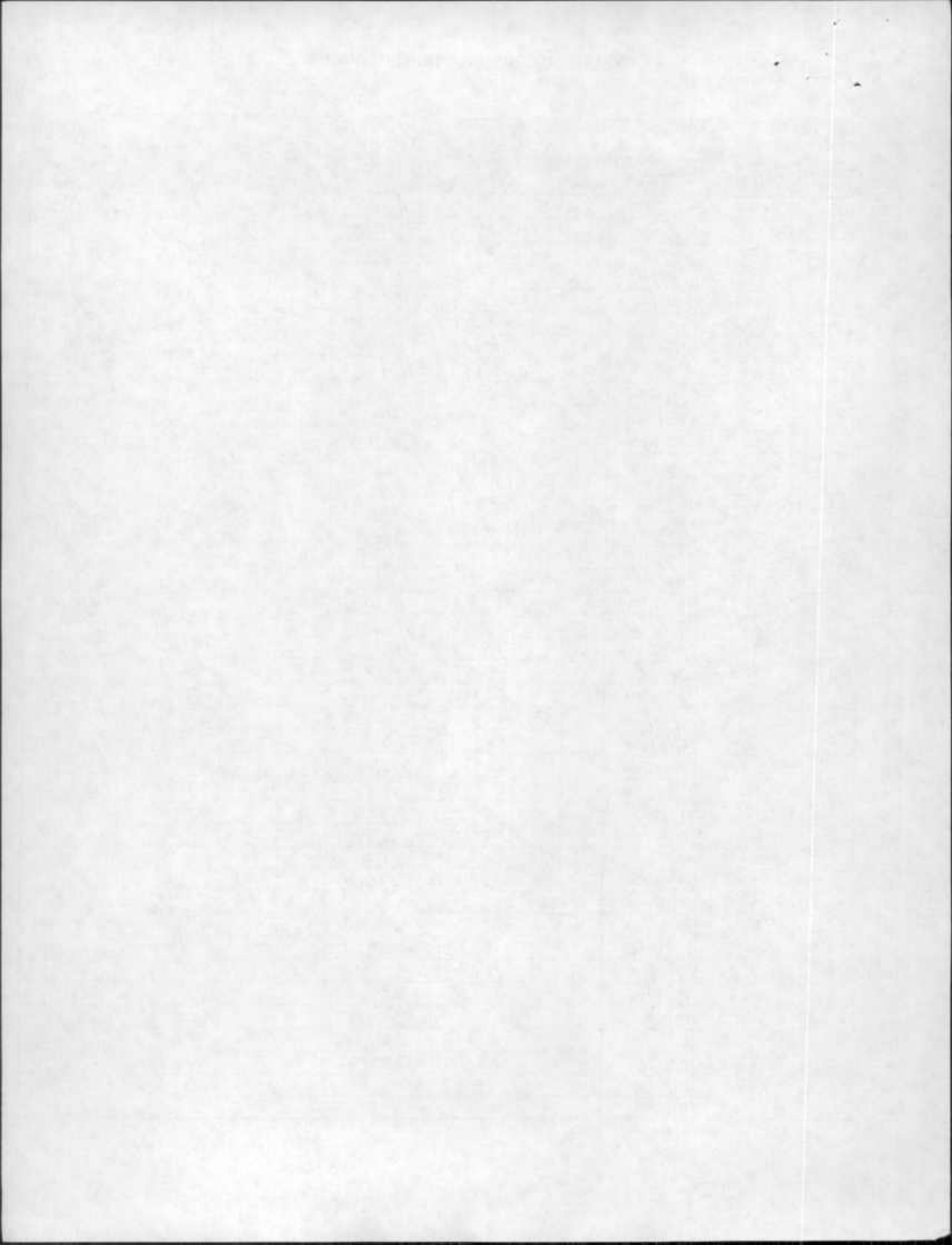
EXPUNGED CRIMINAL COURT RECORDS

Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed	
1	C	69B	83903	8/23/99	C	72	81786	11/19/99	C	76	85063	3/22/06
2			84626	8/16/99			82251	11/19/99			85980	3/3/06
3			84205	8/16/99			83449	11/10/99		77A	12759	4/4/00
4			84944	8/16/99			84613	11/24/99			31706	4/4/00
5		70	58840	9/10/99			85018	11/3/99			39590	4/4/00
6			60647	9/15/99			85234	11/29/99			48916	4/4/00
7			64532	9/11/99			85259	11/4/99			63866	4/4/00
8			82503	9/13/99			85269	11/22/99			65102	4/4/00
9			68525	9/16/99		73A	51541	12/7/99			67001	4/4/06
10			83809	9/17/99			55792	12/27/97			67518	4/4/00
11			84167	9/21/99			67118	12/22/99			70787	9/4/00
12			84566	9/22/99			69468	12/22/99			71922	4/18/00
13			84832	9/10/99			70654	12/22/99		77B	72105	4/4/06
14		71A	7404	10/5/99			73344	12/22/99			78643	4/4/06
15			7220	10/5/99			74297	12/14/99			78688	4/18/00
16			70710	10/5/99			75360	12/10/99			79164	4/20/00
17			71242	10/25/99			81119	12/9/99			84947	4/13/02
18			71492	10/25/99		73B	81515	12/9/99			85445	4/4/00
19			72552	10/6/99			82406	12/30/99			85888	4/5/00
20			75479	10/5/99			82589	12/22/97			86247	4/18/00
21			76249	10/8/99			82798	12/22/99		78	61286	6/28/00
22			79829	10/7/99			85434	12/17/99			63059	6/3/06
23			55019	10/5/99			86054	12/27/99			62230	6/20/00
24		71B	81315	10/7/99		74	18322	11/10/00			66268	6/16/00
25			82303	10/6/99			64188	11/9/00			70622	6/1/06
26			83008	10/6/99			77866	1/1/00			71184	6/1/00
27			83242	10/13/99			52368	1/19/00			73238	6/19/00
28			83273	10/6/3/99		75	76506	1/24/00			75769	6/20/00
29			83460	10/7/99			78265	1/24/00			76162	6/7/00
30			83627	10/3/30/99			79478	1/24/00			78833	6/5/00
31			83672	10/6/5/00			85223	1/31/00			84754	6/29/00
32		72	51772	11/29/99		76	9091	3/6/00			86900	6/6/00
33			54818	11/17/99			58353	3/22/00			87350	6/26/06
34			63286	11/24/99			59563	3/3/00		79	27257	5/26/06
35			64136	11/24/99			68421	3/1/00			38321	5/16/06
36			66531	11/3/99			71114	3/6/00			57989	5/12/06
37			72143	11/3/99			71199	3/3/00			59201	5/17/06
38			69046	11/4/99			78714	3/6/00			63912	5/26/06
39			77913	11/1/99			80897	3/3/00			63972	5/16/00
40			81547	11/12/99			83015	3/3/00			66727	5/19/00

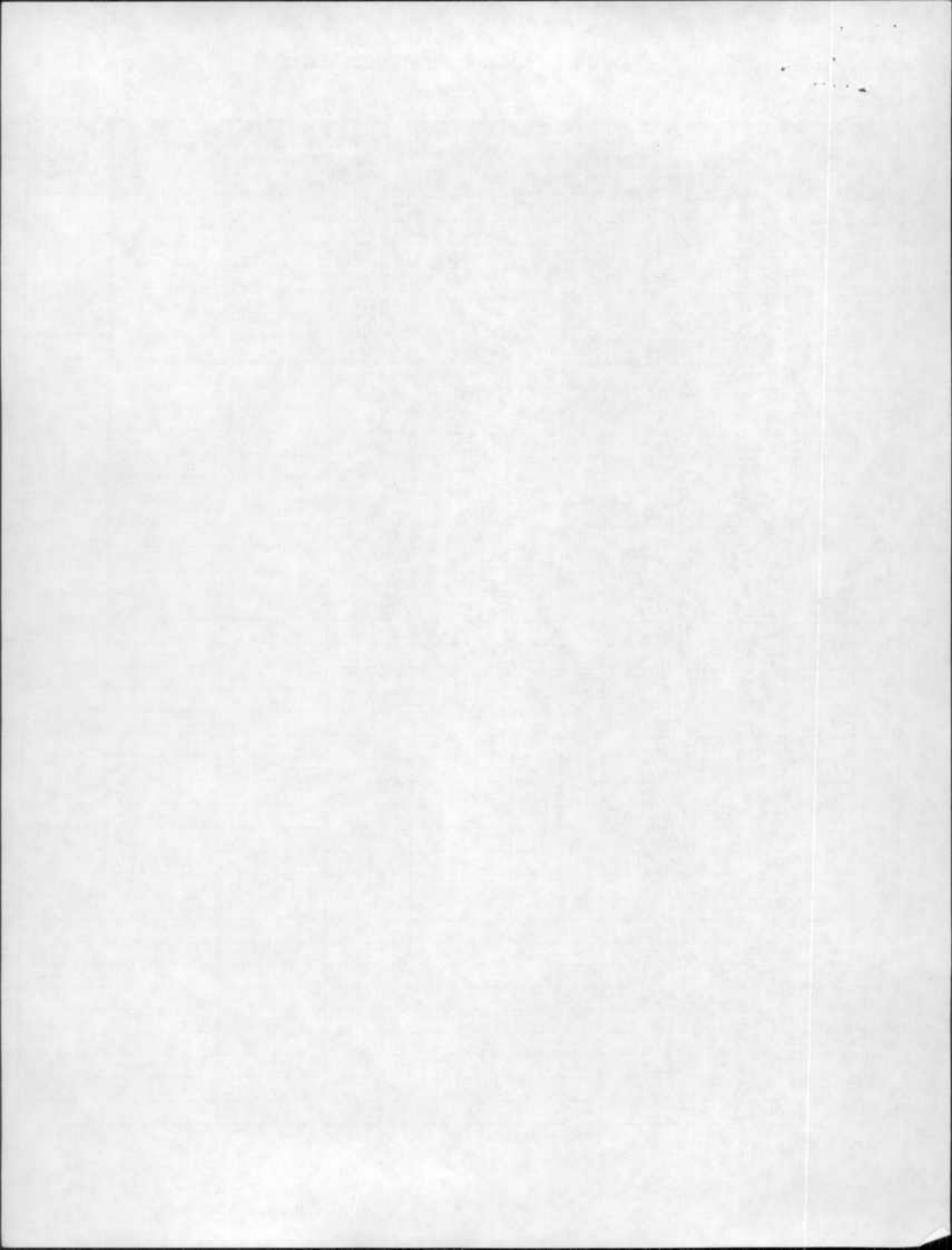


EXPUNGED CRIMINAL COURT RECORDS

Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed	Case Type	Box No.	Case No.	Date Exp. Sealed
1	C 79	73381	5/23/06	C	83	74023	11/22/00	C	86B	61837	3/11/01
2		74041	5/19/06			81116	11/20/06			67207	3/20/01
3		75155	5/18/00			84769	11/14/06			72923	3/30/01
4		77805	5/19/06			85465	11/9/00			73474	3/28/01
5		85810	5/25/00			88404	11/3/00			73666	3/20/01
6	86	39906	8/2/00			80268	12/21/00			79282	3/20/01
7		62292	8/1/00			88414	12/21/06			79283	3/5/01
8		71728	8/2/00	87A		26999	1/11/04			76656	3/22/01
9		75704	8/1/06			27000	1/11/01			7727	3/29/01
10		81095	8/3/06			27001	1/11/01			78043	3/30/01
11		81830	8/31/06			27633	1/11/01			85554	3/1/01
12		82286	8/31/00			57641	1/12/01			85557	3/1/01
13		84872	8/1/06			66656	1/12/01	87A		62102	4/17/01
14		86834	8/1/00			72331	1/16/01			67206	4/30/01
15	81	71057	9/11/00			74984	1/11/01			74697	4/30/01
16		75764	9/5/00			76719	1/12/01			75225	4/30/01
17		78679	9/12/00	84B		77417	1/11/01			75346	4/23/01
18		86387	9/20/00			77871	1/11/01			75492	4/23/01
19		87521	9/29/00			78216	1/12/01			77537	4/23/01
20		87948	9/1/00			79970	1/11/01			78128	4/30/01
21	82A	39905	10/16/06			86796	1/23/01		87B	78217	4/23/01
22		43306	10/17/00			87702	1/9/01			79899	4/30/01
23		43632	10/17/00	85		50287	2/2/01			80186	4/23/01
24		58674	10/18/00			52557	2/2/01			83722	4/30/01
25		59459	10/17/06			76127	2/2/01			87226	4/24/01
26		61240	10/17/00			67794	2/6/01			87623	4/24/01
27		67657	10/17/00			68915	2/3/01			87639	4/24/01
28		68313	10/17/00			78468	2/2/01			87704	4/24/01
29		69414	10/3/00			79250	2/1/01			54936	4/18/01
30		70784	10/17/00			87990	2/2/01	88A		17321	5/21/01
31		72924	10/17/00	86A		53703	3/28/01			40757	5/14/01
32	82B	75700	10/17/00			61410	3/28/01			57821	5/22/01
33		76439	10/17/00			69223	3/27/01			61248	5/16/01
34		76710	10/17/00			71794	3/13/01	88B		65217	5/15/01
35		77879	10/3/00			72615	3/29/01			71368	5/22/01
36		80209	10/2/00			72894	3/5/01			80626	5/22/01
37		83956	10/11/00			81755	3/21/01			85160	5/1/01
38		86838	10/17/06			82401	3/28/01			87439	5/22/01
39		87595	10/3/00			85895	3/28/01			87885	5/16/01
40	83	24773	11/16/00			87643	3/28/01		89	50851	6/12/01








6-03-05

Please Note:

Enclosed is the Original and a extra copy of the Certificate of Records Destruction Sheet of Criminal Expungement Records along with a list of the ones that need to be disposed.

Clerk of the Circuit Court  
50 Maryland Ave  
Rockville Md 20850

Thank  
  
Jeff Mallick  
Supervisor of  
Central Files

240 777-9433

P.S.

Could you please have the  
Proposal mailed back to  
my attention.

