

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

5016

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court Headquarters - Operations (Data Entry)

17 June 2009

Accessions 08A073
 92A51
~~05A081~~ 05A180

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.				
	Data Entry - Bench Times Reports	2219	Sect V Item 1c	2002 2003 2004 2005	7 11 12 12	JUL 29 2009	Landfill

Destruction Approved by Hall of Records Commission

20 July 09
Date

Edward A. [Signature]
State Archivist

Gary F. Cranley Destruction Certification

[Signature]
Signature of Court Official
Supervisor, District Court Records

JUL 29 2009
Title Date

IH
ev. 10/83 DGS - 550 - 9

Instructions for Preparation and Submission on Reverse Side

AUG. 4 2009

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

5016

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court Headquarters - Operations (Data Entry)

17 June 2009

Accessions 08A073

92A51

~~05A081~~ 05A180

COURT

COUNTY

DATE

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		Retention Sched. No.	Item No.				
	Data Entry - Bench Times Reports	2219	Sect V Item 1c	2002 2003 2004 2005	7 11 12 12	JUL 29 2009	Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

Gary F. Cranford

JUL 29 2009

Date

State Archivist

Signature of Court Official

Title

Date

Supervisor, District Court Records

Instructions for Preparation and Submission on Reverse Side

IH
ev. 10/83

DGS - 550 - 9

AUG. 4 - 2089

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

5066

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court Headquarters - Operations (Data Entry)

17 June 2009

Accessions 08A073
 92A51

~~05A081~~ 05A180

COURT _____ COUNTY _____ DATE _____

Item 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.				
	Data Entry - Bench Times Reports	2219	Sect V Item 1c	2002 2003 2004 2005	7 11 12 12	JUL 29 2009	Landfill

Destruction Approved by Hall of Records Commission

20 July 09
Date

Edward C. [Signature]
State Archivist

Gary F. [Signature]

Destruction Certification

Signature of Court Official

Supervisor, District Court Records

Title

JUL 29 2009

Date

1000 - 1 - 1000

2009

DEPARTMENT OF GENERAL SERVICES

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

5025

- (1) 00A75
- (2) 01A116
- (3) 00A271
- (4) 00A74
- (5) 05A194
- (6) 00A270

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland - Headquarters - Engineering and Central Services
 COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed.	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No				
	FISCAL RECORDS						
	Purchasing	2219	SEC V 3	(1) 7/98-12/98	4 Boxes	9/2/09 BCL	Landfill
	Actual Emergency and Repair Reports, Copies of Contract Award, Credit Memoranda, Notices of Award of Contract, Out of Schedule Requisitions for Supplies, Purchase Orders, Reports of Special Delivery, Requisitions for Supplies, Agency Interoffice Requisitions, Stores Requisition.			(2) 7/99-6/00	6 Boxes		
				(3) 12/97-6/98	6 Boxes		
				(4) 1/99-6/99	5 Boxes		
				(5) -6/30/01	4 Boxes		
				(6) 7/196-6/30/97	1 Box		
	Retain for three (3) years and until all audit requirements have been fulfilled, then destroy						

Destruction Approved by Hall of Records Commission

17 AUG 09

Date

Edward A. Gorman

State Archivist

Destruction Certification

Martin Riehlberg
 Signature of Court Official

Asset Management Coord. 9/22/09
 Title Date

v. 10/83 DGS-55Q-9

4

Instructions for Preparation and Submission on Reverse Side

K.R./I.H.

1870

1870

1870

5025

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

- (1) 00A75
- (2) 01A116
- (3) 00A271
- (4) 00A74
- (5) 05A194
- (6) 00A270

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland - Headquarters - Engineering and Central Services
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.)
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	FISCAL RECORDS						
	Purchasing	2219	SEC V 3	(1) 7/98-12/98	4 Boxes	9/2/09 BCC	Landfill
	Actual Emergency and Repair Reports, Copies of Contract Award, Credit Memoranda, Notices of Award of Contract, Out of Schedule Requisitions for Supplies, Purchase Orders, Reports of Special Delivery, Requisitions for Supplies, Agency Interoffice Requisitions, Stores Requisition.			(2) 7/99-6/00	6 Boxes		
				(3) 12/97-6/98	6 Boxes		
				(4) 1/99-6/99	5 Boxes		
				(5) -6/30/01	4 Boxes		
				(6) 7/196-6/30/97	1 Box		

Retain for three (3) years and until all audit requirements have been fulfilled, then destroy

Destruction Approved by Hall of Records Commission

17 AUG 09

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

[Signature] Asset Management Coord. 9/22/09
Title Date

Date
v 10/03 DGS-55Q.9

Instructions for Preparation and Submission on Reverse Side

K.R./I.H.

Black & White

Further

2009

DEPARTMENT OF GENERAL SERVICES

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

5025

- (1) 00A75
- (2) 01A116
- (3) 00A271
- (4) 00A74
- (5) 05A194
- (6) 00A270

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland - Headquarters - Engineering and Central Services
 COURT COUNTY DATE

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		Retention Sched. No.	Item No.				
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	Purchasing	2219	SEC V 3	(1) 7/98-12/98	4 Boxes	9/2/09 BCL	Landfill
	Actual Emergency and Repair Reports, Copies of Contract Award, Credit Memoranda, Notices of Award of Contract, Out of Schedule Requisitions for Supplies, Purchase Orders, Reports of Special Delivery, Requisitions for Supplies, Agency Interoffice Requisitions, Stores Requisition. Retain for three (3) years and until all audit requirements have been fulfilled, then destroy.			(2) 7/99-6/00	6 Boxes		
				(3) 12/97-6/98	6 Boxes		
				(4) 1/99-6/99	5 Boxes		
				(5) -6/30/01	4 Boxes		
				(6) 7/196-6/30/97	1 Box		

Destruction Approved by Hall of Records Commission

17 AUG 09
 Date
 State Archivist

Destruction Certification

Martin Richberg
 Signature of Court Official
 Asset Management Coord. 9/22/09
 Title Date

Instructions for Preparation and Submission on Reverse Side

SEP 30 2009

5126

Transmittal # _____

DISTRICT COURT OF MARYLAND
DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 Waterloo Rd., P.O. Box 275

Proposal and Certificate of Records Destruction

District Court Headquarter-Operations
Court

Anne Arundel
County

January 21, 2010
Date

Series Number	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.				
	Data Entry Citation & MVA Verification Error Listing	2219	Sect IV Item 2	2006	006		Shred.

Destruction Approved by Hall of Records Commission

16 Feb 10
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official
Date Entry Officer 3-3-10
Title Date

MAR 12 2010

5126

Transmittal # _____

DISTRICT COURT OF MARYLAND
DEPARTMENT OF GENERAL SERVICES
Hall of Records Commission
Records Management Division
7275 Waterloo Rd., P.O. Box 275

Proposal and Certificate of Records Destruction

District Court Headquarter-Operations
Court

Anne Arundel
County

January 21, 2010
Date

Series Number	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.				
	Data Entry Citation & MVA Verification Error Listing	2219	Sect IV Item 2	2006	006		Shred.

Destruction Approved by Hall of Records Commission

16 Feb 10
Date
[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official
[Signature]
Title
3-3-10
Date

MAR 12 2010

5126

Transmittal # _____

DISTRICT COURT OF MARYLAND
DEPARTMENT OF GENERAL SERVICES
 Hall of Records Commission
 Records Management Division
 7275 Waterloo Rd., P.O. Box 275

Proposal and Certificate of Records Destruction

District Court Headquarter-Operations
Court

Anne Arundel
County

January 21, 2010
Date

Series Number	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.				
	Data Entry Citation & MVA Verification Error Listing	2219	Seet IV Item 2	2006	006		Shred.

Destruction Approved by Hall of Records Commission

16 Feb 10
Date

Edward C. Longman
State Archivist

Destruction Certification

Michael Watkins *State Archivist* 3-3-10
 Signature of Court Official Title Date

MAR 12 2010

	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5267</u> Forward three (3) copies to address at left.
Court District Court Date 31 Aug 2010 HEADQUARTERS		
County Operations - Data Entry		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Accession 08A074

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.				
	Benchtimes Report Data Entry	2219	Sect V Item 1c.	Jan-Dec 2006	12	OCT 13 2010	Landfill

Destruction Approved by Maryland State Archives

23 Sep 10
Date

Edward C. Green
State Archivist

Destruction Certification

Gary F. Cranford
Signature of Court Official
Supervisor, District Court Records

OCT 13 2010
Date

SEP - 8 2010

OCT 20 2010

	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	5267
Court District Court Date 31 Aug 2010 HEADQUARTERS		
County Operations - Data Entry		
		Forward three (3) copies to address at left.

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Accession 08A074

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		Retention Schedule No.	Item No.				
	Benchtimes Report Data Entry	2219	Sect V Item 1c.	Jan-Dec 2006	12	OCT 13 2010	Landfill

Destruction Approved by Maryland State Archives

Gary F. Cranford

Destruction Certification

23 Sep 10
Date

[Signature]
State Archivist

[Signature]
Signature of Court Official
Supervisor, District Court Records

OCT 13 2010
Date

SEP - 8 2010

OCT 20 2010

	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	5267 Forward three (3) copies to address at left.
Court District Court Date 31 Aug 2010		
HEADQUARTERS		
County Operations - Data Entry		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

Accession 08A074

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		Retention Schedule No.	Item No.				
	Benchtimes Report Data Entry	2219	Sect V Item 1c.	Jan-Dec 2006	12	OCT 13 2010	Landfill

Destruction Approved by Maryland State Archives

Destruction Certification

23 Sep 10
Date

Edward A. Green
State Archivist

Gary F. Cranford

[Signature]
Signature of Court Official

Supervisor, District Court Records

Title

OCT 13 2010

Date

OCT 20 2010

4442

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.

JUN 11 2007

	COURT	COUNTY	DATE	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
Series No.	Description of Records Include Title and/or Form Number			Retention Sched. No.	Item No.				
	SPECIAL PROCEEDINGS, DOMESTIC VIOLENCE, AND EMERGENCY EVALUATIONS			2219	SEC.III	1990 Thru 1994	4	2/27/09	LANDFILL
	PERMISSION TO STRIP								

Destruction Approved by Hall of Records Commission

24 July 07
Date

Edward C. Green
State Archivist

Destruction Certification

Arthur K. [Signature]
Signature of Court Official

09-01
ADMIN CLERK
Title

2/27/09
Date

4442

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.

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Series No.	Description of Records Include Title and/or Form Number			Retention Sched. No.	Item No.				
	SPECIAL PROCEEDINGS, DOMESTIC VIOLENCE, AND EMERGENCY EVALUATIONS			2219	SEC.III	1990 Thru 1994	4	2/27/09	LANDFILL
	PERMISSION TO STRIP								



Destruction Approved by Hall of Records Commission

24 Jul 07
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

APKIN CLOLL
Title

2/27/09
Date

2007
MAY 10 2007

[Faint handwritten notes]

[Faint handwritten notes]

RECEIVED
JUN 14 2007
MARYLAND STATE ARCHIVES

4442

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.

JUN 11 2007

COURT

COUNTY

DATE

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	SPECIAL PROCEEDINGS, DOMESTIC VIOLENCE, AND EMERGENCY EVALUATIONS	2219	SEC.III	1990 Thru 1994	4	2/27/09	LANDFILL
	PERMISSION TO STRIP						

Destruction Approved by Hall of Records Commission

24 July 07
Date

Edward C. Toppin
State Archivist

Destruction Certification 09-01

Arthur W. Jones
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 8 2009

4703

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

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	TRAFFIC DOCKET SHEETS <u>Closed in 2002</u> (TO BE MICROFILMED AND DESTROYED)	2219	SEC. IV 1	1/1/02 - 12/31/02	12		SENT TO WAREHOUSE for micro-filming + destruction

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

APM/CLEK
Title

2/77/09
Date

MAR 6 1929

[Faint, illegible handwriting]

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

4703

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.				
	TRAFFIC DOCKET SHEETS <u>Closed in 2002</u> (TO BE MICROFILMED AND DESTROYED)	2219	SEC. IV 1	1/1/02 - 12/31/02	12		SENT TO WAREHOUSE for micro-filming + destruction

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Longman
State Archivist

Destruction Certification

Arthur H. Paul
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 2015

4703

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

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

10 Dec 08
Date

Edward C. Green
State Archivist

Destruction Certification

Curtis H. Bond III
Signature of Court Official

ADMIN CLERK
Title

2/77/09
Date

MAR 6 2009

4704

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				
Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	TRAFFIC PAY BATCH ENVELOPES (PERMISSION TO SHRED)	2219	SEC. V Item 1c.	2004	12	2/26/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Spenser
State Archivist

Destruction Certification

Robert G. Prude II
Signature of Court Official

ADMIN CLERK
Title

4/27/09
Date

204

MAR 6 1904

[Faint, illegible handwriting]

4704

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

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		Retention Sched. No.	Item No.				
	TRAFFIC PAY BATCH ENVELOPES (PERMISSION TO SHRED)	2219	SEC. V Item 1c.	2004	12	2/26/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Igenfuss
State Archivist

Destruction Certification

Arthur H. Pral
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 2009

[Faint, illegible handwriting]

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

4704

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.				
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Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 2009

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

4705

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.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b. 1c. 1d.	2004	2	2/26/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 1929

[Faint, illegible handwriting]

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

4705

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT COUNTY DATE

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		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b. 1c. 1d.	2004	2	2/26/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Green
State Archivist

Destruction Certification

Arthur J. Parker APR 10 CLERK
Signature of Court Official Title

2/22/09
Date

MAR 6 1929

John H. ...

...

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

4705

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.)
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Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Jones
State Archivist

Destruction Certification

Arthur H. Paul II
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 1961
201

4704

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				
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 Item 2	2004	20 23	1/23/09	LANDFILL
	CIVIL CASES - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II Item 3	1994	15 17	1/23/09	LANDFILL
	LANDLORD/TENANT CASES Non-money judgments	2219	Sec. VI Item 2	2004	7	1/23/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Joseph
State Archivist

Destruction Certification

Robert G. Probst
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 2009

4706

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	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
Series No.	Description of Records Include Title and/or Form Number			Retention Sched. No.	Item No.				
				2219	Sec. II Item 2	2004	20 23	1/23/09	LANDFILL
				2219	Sec. II Item 3	1994	15 17	1/23/09	LANDFILL
				2219	Sec. VI Item 2	2004	7	1/23/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Longman
State Archivist

Destruction Certification

Curtis H. Anderson
Signature of Court Official

ADMIN. CLERK
Title

2/22/09
Date

MAR 6 1929

4706

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				
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 Item 2	2004	20 23	1/23/09	LANDFILL
	CIVIL CASES - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II Item 3	1994	15 17	1/23/09	LANDFILL
	LANDLORD/TENANT CASES Non-money judgments	2219	Sec. VI Item 2	2004	7	1/23/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MR 6 2009

4707

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				
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.				
	SERIOUS TRAFFIC CASES <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	SEC. IV 2 a., b.	1/1/04 - 12/31/04	2	1/19/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward A. Spang
State Archivist

Destruction Certification

Arthur H. Pender
Signature of Court Official

ADMIN CLERK
Title

2/27/01
Date

MAR 9 1929

[Faint, illegible handwriting]

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

4707

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.				
	SERIOUS TRAFFIC CASES <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	SEC. IV 2 a., b.	1/1/04 - 12/31/04	2	1/19/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward A. Cooper
State Archivist

Destruction Certification

Arthur H. Paul
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

209

MAR 6 1919

[Faint, illegible handwriting]

4707

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

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.				
	SERIOUS TRAFFIC CASES <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	SEC. IV 2 a., b.	1/1/04 - 12/31/04	2	1/19/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 1949 209

4708

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

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 Parking Citations <u>Closed in 2004</u> (PERMISSION TO SHRED)	2219	SEC. IV 2a, b, c	1/1/04 - 12/31/04	1	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/08
Date

MAR 6 1929 2W9

4708

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	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
Series No.	Description of Records Include Title and/or Form Number			Retention Sched. No.	Item No.				
	CRIMINAL CASES Parking Citations <u>Closed in 2004</u> (PERMISSION TO SHRED)			2219	SEC. IV 2a, b, c	1/1/04 - 12/31/04	1	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Cooper
State Archivist

Destruction Certification

Arthur A. Pender
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 1929

4708

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				
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 Parking Citations <u>Closed in 2004</u> (PERMISSION TO SHRED)	2219	SEC. IV 2a, b, c	1/1/04 - 12/31/04	1	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Arthur H. [Signature] ADMIN CLERK 2/27/09
Signature of Court Official Title Date

and the

209

4709

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.

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 Natural Resources Cases <u>Closed in 2004</u> (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	2	1/19/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Gorman
State Archivist

Destruction Certification

Quinn J. Paul
Signature of Court Official

ADMIN CLERK
Title
2/20/09
Date

MR. G. 209

Handwritten text at the bottom of the page, possibly a signature or address, which is mostly illegible due to fading.

4709

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				
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 Natural Resources Cases <u>Closed in 2004</u> (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	2	1/19/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADAM CIBOLE
Title

2/27/09
Date

MAR 6 2009

[Faint, illegible handwriting]

4709

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

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 Natural Resources Cases Closed in 2004 (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	2	1/19/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Quinn J. Paul [Signature]
Signature of Court Official

ADMIN CLEAR
Title

2/27/09
Date

Instructions for Preparation and Submission on Reverse Side

MAR 6

219

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

4710

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 Expunged Cases <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/04 thru 12/31/04	8	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Constance [Signature]
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 1909
209

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

4710

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.				
	CRIMINAL CASES Expunged Cases <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/04 thru 12/31/04	8	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Green
State Archivist

Destruction Certification

Arthur H. Paul II ADMIN CLERK 2/24/09
Signature of Court Official Title Date

MAR 6 1904

[Faint, illegible handwriting]

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

4710

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 Expunged Cases <u>Closed in 2004</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/04 thru 12/31/04	8	1/12/09	SHREDDED

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. Green
State Archivist

Destruction Certification

Carole H. Paulson
Signature of Court Official

ADMIN CLERK
Title

2/27/09
Date

MAR 6 2009

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

4711

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

2009 DEC 22 P 2:36

DISTRICT COURT
 OF MD #9 BEL AIR

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 <u>Closed in 2004</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	115	1/2/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Archie G. [Signature]
Signature of Court Official

ADMIN CLERK 2/27/09
Title Date

RECEIVED
MAY 19 1954
U.S. DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C.

MAR 6 2004

John H. ...

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

4711

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 <u>Closed in 2004</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	115	1/12/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08

Edward C. Green
 State Archivist

Destruction Certification

Arthur M. Priddy
 Signature of Court Official

ADMIN CLERK
 Title

2/27/09
 Date

MAR 6 2009

[Faint, illegible handwriting]

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

4711

RECEIVED

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

2009 DEC 22 P 2:36

DISTRICT COURT
 OF MD #9 BEL AIR

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 <u>Closed in 2004</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/04 thru 12/31/04	115	1/2/09	LANDFILL

Destruction Approved by Hall of Records Commission

10 Dec 08
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Anita [Signature]
Signature of Court Official

ADMIN CLERK 2/27/09
Title Date

MAR 6 204

4836

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.

2/26/09

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.				
	RECORDING CD'S	2219	SEC. II 2.	2003 - 2004	2		

Destruction Approved by Hall of Records Commission

12 Jan 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Christine H. [Signature]
Signature of Court Official

21-01
ADMIN CLERK
Title

2/26/09
Date

4836

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.

2/26/09

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.				
	RECORDING CD'S	2219	SEC. II 2.	2003 - 2004	2		

Destruction Approved by Hall of Records Commission

12 Jan 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Christa H. [Signature]
Signature of Court Official

ADMIN CLERK
Title

2/26/09
Date

MAR 6 ~~2009~~ 2009

4836

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.

2/26/09
DATE

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.				
	RECORDING CD'S	2219	SEC. II 2.	2003 - 2004	2		

Destruction Approved by Hall of Records Commission

12 Jan 09
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

2/26/09
Date

MAR 6 1949

AUG 10 2009

4533

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Harford County 30 Nove 2007

Accession Number 01A235

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 - Closed Files	2219	Sect IV Items 1,2	1998	59	NOV. 2008	To be scanned and landfilled

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Sep 08
Date

[Signature]
State Archivist

Gary F. Cranford
Signature of Court Official

AUG - 5 2009
Date

Supervisor, District Court Records

Title Date

AUG 10 2008

4533

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

District Court of Maryland for Harford County 30 Nove 2007

Accession Number 01A235

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 - Closed Files	2219	Sect IV Items 1,2	1998	59	NOV. 2008	To be scanned and landfilled

Destruction Approved by Hall of Records Commission

2 Sep 08

Date

Edward C. Quenper
State Archivist

State Archivist

Gary F. Cranford

Destruction Certification

AUG - 5 2009

Gary F. Cranford
Signature of Court Official
Supervisor, District Court Records

Title

Date

rev. 10/83

DGS - 550 - 9

Instructions for Preparation and Submission on Reverse Side

AUG 10 2009



DISTRICT COURT OF MARYLAND
HEADQUARTERS
RECORDS & WAREHOUSE SERVICES

BEN C. CLYBURN
Chief Judge

**JOSEPH P.
ROSENTHAL**
Chief Clerk

LISA I. RITTER
*Assistant Chief Clerk
Engineering & Central
Services*

23 March 2010

State Records Management Center
7275 Waterloo Road
Jessup MD 20794

Gabe,

In reference to Proposal/Certificate 4962:

JAMES WATKINS
Administrative Officer
2002-A Industrial Drive
Annapolis, MD 21401
410-260-1662
fax 410-260-1669

GARY F. CRANFORD
Records Supervisor
2002-A Industrial Drive
Annapolis, MD 21401
410-260-1658
fax 410-260-1669

KEITH W. RANDALL
Warehouse Supervisor
2002-A Industrial Drive
Annapolis, MD 21401
410-260-1650
fax 410-260-1669

**KENNETH W.
SHIFFLETT**
*I.T. Warehouse
Supervisor*
2000-A Industrial Drive
Annapolis, MD 21401
410-260-1640
fax 410-260-1669

The Administrative Clerk for Harford County erroneously requested permission to strip Accession 01A074. This accession was stripped several years ago and the files are already being stored at an archive location.

Thanks.

Gary F. Cranford
Supervisor, Records

MAR 23 2010

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

4962

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT

COUNTY

DATE

5/4/09

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.				
	SPECIAL PROCEEDINGS, DOMESTIC VIOLENCE, AND EMERGENCY EVALUATIONS PERMISSION TO STRIP <i>Jackets already at Warehouse, Requested 1995 in error.</i>	2219	SEC.III Item 2	1995	2		LANDFILL

Acc. # 01A 074

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward J. [Signature]
State Archivist

Destruction Certification

John A. [Signature] ADMIN CLERK 3/18/10
Signature of Court Official Title Date

MAR 23 1910

[Faint, illegible handwriting 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

4962

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT

COUNTY

5/4/09
 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.				
	SPECIAL PROCEEDINGS, DOMESTIC VIOLENCE, AND EMERGENCY EVALUATIONS PERMISSION TO STRIP <i>Jackets already at Warehouse, Requested 1995 in error.</i>	2219	SEC.III <i>Item 2</i>	1995	2		LANDFILL

Acc. # 01A 074

Destruction Approved by Hall of Records Commission

2 Jun 09
 Date

Edward J. Green
 State Archivist

Destruction Certification

Robert J. Paul III
 Signature of Court Official

ADMIN CLERK
 Title

3/18/10
 Date

MAR 23 2010

4961

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

5/4/09
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.				
	CIVIL CASES Dismissed or Satisfied (PERMISSION TO STRIP)	2219	Sec. II Item 2	2005	23	3/10/10	Landfill
	CIVIL CASES - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II Item 3	1995	7	3/10/10	Landfill
	LANDLORD/TENANT CASES Non-money judgments	2219	Sec. VI Item 2	2005	7	3/10/10	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. Loper
State Archivist

Destruction Certification

Orlando J. [Signature]
Signature of Court Official

ADMIN CLERK
Title

3/10/2010
Date

10

July 10
1880

MAR 17 2010

Handwritten notes and signatures at the bottom of the page, including a signature that appears to be "John H. ...".

4961

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

5/4/09
DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	CIVIL CASES Dismissed or Satisfied (PERMISSION TO STRIP)	2219	Sec. II Item 2	2005	23	3/10/10	Landfill
	CIVIL CASES - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II Item 3	1995	7	3/10/10	Landfill
	LANDLORD/TENANT CASES Non-money judgments	2219	Sec. VI Item 2	2005 /	7	3/10/10	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Carla [Signature]
Signature of Court Official

ADMIN CLERK
Title

3/10/2010
Date

MAR 17 2010

[Faint, illegible handwriting at the bottom of the page]

4961

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

5/4/09
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.				
	CIVIL CASES Dismissed or Satisfied (PERMISSION TO STRIP)	2219	Sec. II Item 2	2005	23	3/10/10	Landfill
	CIVIL CASES - Expired Judgments (PERMISSION TO STRIP)	2219	Sec. II Item 3	1995	7	3/10/10	Landfill
	LANDLORD/TENANT CASES Non-money judgments	2219	Sec. VI Item 2	2005	7	3/10/10	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward J. Green
State Archivist

Destruction Certification

Orlando J. [Signature]
Signature of Court Official

ADMIN CLERK
Title

3/10/2010
Date

MAR 17 2010

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

4964

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09
 DATE

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.				
	RECORDING CD'S	2219	SEC. II 2.	2005	1	12/10/09	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
 Date

[Signature]
 State Archivist

Destruction Certification

[Signature]
 Signature of Court Official

ADMIN CLERK
 Title

12/17/09
 Date

2009 - 30 - 444
C. M. ...
...

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

4964

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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.				
	RECORDING CD'S	2219	SEC. II 2.	2005	1	12/10/09	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Arthur J. [Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 - 2009

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

4964

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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.				
	RECORDING CD'S	2219	SEC. II 2.	2005	1	12/10/09	Landfill

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

4963

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

5/4/09
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 PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2005	2	12/3/09	Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward C. Loper
State Archivist

Arthur J. P...
Signature of Court Official

ADMIN CLERK
Title

12/6/09
Date

DEC. 30 2009

4963

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.

5/4/09
DATE

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2005	2	12/3/09	Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

[Signature]
State Archivist

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/12/09
Date

DEC 30 2009

4963

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.

5/4/09
DATE

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2005	2	12/3/09	Landfill

Destruction Approved by Hall of Records Commission

Destruction Certification

2 June 09
Date

Edward C. [Signature]
State Archivist

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/6/09
Date

DEC 30 2009

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

4954

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT

COUNTY

5/4/09
 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 <u>Closed in 2005</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	115		Shredded

Destruction Approved by Hall of Records Commission

25 Jun 09
 Date

Edward L. Green
 State Archivist

Destruction Certification

Catherine J. Pender
 Signature of Court Official

ADMIN CLERK
 Title

12/17/09
 Date

DEC 30 2009

[Faint, illegible text, possibly bleed-through from the reverse side 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

4954

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 <u>Closed in 2005</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	115		Shredded

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

[Signature]

State Archivist

[Signature]

Signature of Court Official

ADMIN CLERK

Title

12/17/09

Date

MAR 30 2009

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

4954

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 <u>Closed in 2005</u> related papers, not including docket sheets (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	115		Shredded

Destruction Approved by Hall of Records Commission

2/26/09
Date

Edward C. [Signature]

State Archivist

Destruction Certification

Cristin J. [Signature]

Signature of Court Official

ADMIN CLERK

Title

12/17/09
Date

DEC 30 2009

4955

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.

5/4/09
DATE

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 Natural Resources Cases <u>Closed in 2005</u> (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	2		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

AD MIN CLERK
Title

12/17/09
Date

DEC 30 - 2009

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Woods Hole

Woods Hole

Woods Hole

4955

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.

5/4/09

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 Natural Resources Cases <u>Closed in 2005</u> (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	2		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Arthur [Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

4955

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

5/4/09
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 Natural Resources Cases <u>Closed in 2005</u> (PERMISSION TO STRIP)	2219	Sec. IV 2a, b, c	1/1/05 thru 12/31/05	2		Shredded

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward C. Toppin
State Archivist

Charles H. Pender
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

4959

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
5/4/09

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.				
	TRAFFIC PAY BATCH ENVELOPES (PERMISSION TO SHRED)	2219	SEC. V Item 1c	2005	12		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

12

12/30/09

Robert A. ...

DEC 30 2009

...

4959

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.

5/4/09
DATE

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.				
	TRAFFIC PAY BATCH ENVELOPES (PERMISSION TO SHRED)	2219	SEC. V Item 1c	2005	12		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

[Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

4959

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

5/4/09
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.				
	TRAFFIC PAY BATCH ENVELOPES (PERMISSION TO SHRED)	2219	SEC. V Item 1c	2005	12		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2005

4960

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.

5/4/09
DATE

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.				
	TRAFFIC DOCKET SHEETS <u>Closed in 2003</u> (TO BE REMOVED AND DESTROYED) SCANNED	2219	SEC. IV 1	1/1/03 - 12/31/03	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward C. [Signature]
State Archivist

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

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4960

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.

5/4/09
DATE

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.				
	TRAFFIC DOCKET SHEETS <u>Closed in 2003</u> (TO BE MICROFILMED AND DESTROYED) SCANNED	2219	SEC. IV 1	1/1/03 - 12/31/03	12		

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Quinn H. Padgett
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 — 2009

4960

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.

5/4/09
DATE

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.				
	TRAFFIC DOCKET SHEETS <u>Closed in 2003</u> (TO BE REMOVED AND DESTROYED) SCANNED	2219	SEC. IV 1	1/1/03 - 12/31/03	12		

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Quinn A. Padgett ADMIN CLERK
Signature of Court Official Title

12/17/09
Date

VED SO 2009

4956

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.

5/4/09

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 Expunged Cases <u>Closed in 2005</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/05 thru 12/31/05	8		Shredded

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward J. Gump
State Archivist

Arthur G. Ford
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

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

4956

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 Expunged Cases <u>Closed in 2005</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/05 thru 12/31/05	8		Shredded

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward J. Gump
State Archivist

Arthur G. Gump
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

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

4956

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 Expunged Cases <u>Closed in 2005</u> (PERMISSION TO DESTROY)	2219	Sec. IV 2 d.	1/1/05 thru 12/31/05	8		Shredded

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

Edward J. Spenser
State Archivist

Arthur G. Smith
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

4957

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 Parking Citations <u>Closed in 2005</u> (PERMISSION TO SHRED)	2219	SEC. IV 2a, b, c	1/1/05 - 12/31/05	1		Shred

Destruction Approved by Hall of Records Commission

Destruction Certification

2 Jun 09
Date

[Signature]
State Archivist

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

10

DEC 30 2009

[Faint, illegible handwriting]

4957

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

5/4/09

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 Parking Citations <u>Closed in 2005</u> (PERMISSION TO SHRED)	2219	SEC. IV 2a, b, c	1/1/05 - 12/31/05	1		Shred

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Arthur G. [Signature]
Signature of Court Official

ADMIN CLERK
Title

12/17/09
Date

DEC 30 2009

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

4957

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

COURT

COUNTY

DATE

5/4/09

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 Parking Citations <u>Closed in 2005</u> (PERMISSION TO SHRED)	2219	SEC. IV 2a, b, c	1/1/05 - 12/31/05	1		Shred

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

Arthur S. [Signature] ADMIN CLERK
Signature of Court Official Title

12/17/09
Date

DEC 30 2109

4958

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

5/4/09
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.				
	SERIOUS TRAFFIC CASES <u>Closed in 2005</u> (PERMISSION TO DESTROY)	2219	SEC. IV 2 a, b.	1/1/05 - 12/31/05	2		Shredded

Destruction Approved by Hall of Records Commission

2 Jun 09
Date

Edward C. [Signature]
State Archivist

Destruction Certification

[Signature]
Signature of Court Official

ADMIN CLERK
Title

12/07/09
Date

DEC 30 2009

DEC 30 2009

4958

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

5/4/09
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.				
	SERIOUS TRAFFIC CASES <u>Closed in 2005</u> (PERMISSION TO DESTROY)	2219	SEC. IV 2 a, b.	1/1/05 - 12/31/05	2		Shredded

Destruction Approved by Hall of Records Commission

2 June 09
Date

Edward C. Green
State Archivist

Destruction Certification

Arthur J. Brubaker
Signature of Court Official

ADMIN CLERK
Title

12/07/09
Date

DEC 30 2009

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5257</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2000</u>	2219	Sect V 1c	2000 ✓	19 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 Aug 10
Date

Edward C. Joseph
State Archivist

Jean B. Mac
Signature of Court Official

acting adm. clerk
Title

8-20-10
Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	5257 <hr/> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

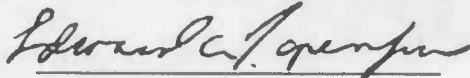
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

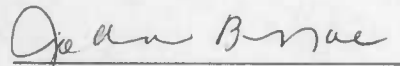
No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2000</u>	2219	Sect V 1c	2000 ✓	19 ✓	8-20-10	LANDFILL

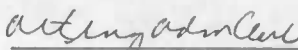
Destruction Approved by Maryland State Archives

Destruction Certification

4 Aug 10
 Date


 State Archivist


 Signature of Court Official


 Title

8-20-10
 Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5258</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2001</u>	2219	Section 1c	2001 ✓	20 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward A. [Signature]
State Archivist

Deanne B. [Signature]
Signature of Court Official

acting clerk 8-23-10
Title Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5258</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2001</u>	2219	Section Ic	2001 ✓	20 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward C. [Signature]
State Archivist

Deanne [Signature]
Signature of Court Official

acting [Signature] 8-23-10
Title Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<div style="font-size: 2em; font-family: cursive;">5259</div> <hr/> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2002</u>	2219	Sect V 1c	2002 ✓	18 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward C. [Signature]
State Archivist

Joan Bena
Signature of Court Official

Retiring Clerk Title
8-23-10 Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	5259 Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2002</u>	2219	Sect V 1c	2002 ✓	18 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward C. Lopenfer
State Archivist

Opal Benaue
Signature of Court Official

Acting Clerk 8-23-10
Title Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5260</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2003</u>	2219	Sect V 1c	2003 ✓	20 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010 [Signature] [Signature] acting dm clerk 8-23-10
Date State Archivist Signature of Court Official Title Date

AUG 31 2010

AUG 31 2010

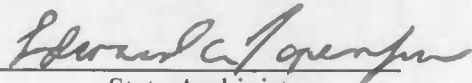
District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5261</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

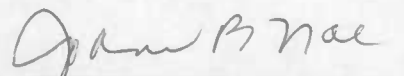
PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiseal Records, Section V, Accounting, Miscellaneous Closed in <u>2004</u>	2219	Sect V 1c	2004 ✓	19 ✓	8-20-10	LANDFILL

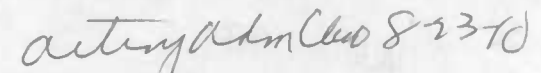
Destruction Approved by Maryland State Archives

4 Aug 2010
 Date


 State Archivist


 Signature of Court Official

Destruction Certification


 Title

8-23-10
 Date

1 AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5261</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2004</u>	2219	Sect V 1c	2004 ✓	19 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 Aug 2010
Date

Edward C. [Signature]
State Archivist

[Signature]
Signature of Court Official

acting adm [Signature]
Title

8-23-10
Date

AUG 31 2010

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5262</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2005</u>	2219	Section 1c	2005 ✓	16 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward A. Quenfen
State Archivist

J. A. B. Noel
Signature of Court Official

acting Archivist 8-23-10
Title Date

AUG 31 2010

District 09-01	7-20-2010	Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>5263</u> Forward three (3) copies to address at left.
Court	Date		
Harford County			
County			

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal/Accounting Fiscal Records, Section V, Accounting, Miscellaneous Closed in <u>2006</u>	2219	Sect V 1c	2006 ✓	19 ✓	8-20-10	LANDFILL

Destruction Approved by Maryland State Archives

Destruction Certification

4 AUG 2010
Date

Edward C. Openfer
State Archivist

John B. Neal
Signature of Court Official

acting archivist
Title

8-23-10
Date

AUG 31 2010

AUG 31 2010

5161

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

2/26/10

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2006	2	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10
Date

Edward C. Cooper
State Archivist

Destruction Certification

S. Michael Espinoza Adm. Clerk 9/21/10
Signature of Court Official Title Date

SEP 29 2010

Michael Joseph...

5161

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

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

DISTRICT COURT OF MD, #09 HARFORD CO.

2/26/10

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2006	2	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10
Date

Edward C. Cooper
State Archivist

Destruction Certification

J. Michael Egan Admin. Clerk 9/21/10
Signature of Court Official Title Date

SEP 29 2010

Michael Joseph...

5161

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.

2/26/10

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	ADMINISTRATIVE PAPERS (PERMISSION TO DESTROY)	2219	SEC. I Items 1b, c, d	2006	2	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10
Date

Edward C. [Signature]
State Archivist

Destruction Certification

A. Michael [Signature]
Signature of Court Official

Adm. Clerk 9/21/10
Title Date

SEP 29 2010

5162

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.

2/26/10

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p>RECORDING CD'S</p> <p><u>Electronic Recordings</u></p> <p>Retain all original papers, exhibits and electronic recordings of testimony for a period of three (3) years after entry of <i>dismissal or satisfaction</i> and until all audit requirements are fulfilled, then destroy. (Except recordings selected by the State Archivist)</p>	2219	SEC. II 2.	2006	1	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10

Date

Edward C. [Signature]

State Archivist

Destruction Certification

J. Michael [Signature]

Signature of Court Official

Adm. Clerk

Title

9/21/10

Date

SEP 29 2010

Handwritten signature or text, possibly "John Edward..."

5162

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.

2/26/10

COURT COUNTY DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p>RECORDING CD'S</p> <p><u>Electronic Recordings</u></p> <p>Retain all original papers, exhibits and electronic recordings of testimony for a period of three (3) years after entry of <i>dismissal or satisfaction</i> and until all audit requirements are fulfilled, then destroy. (Except recordings selected by the State Archivist)</p>	2219	SEC. II 2.	2006	1	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10
Date

Edward C. Openfer
State Archivist

Destruction Certification

L. Michael Engle *admin-clerk* 9/21/10
Signature of Court Official Title Date

1 SEP 29 2010

Handwritten text, likely a signature or name, appearing upside down.

5162

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.

2/26/10

COURT

COUNTY

DATE

Series No.	Description of Records Include Title and/or Form Number	Authorization		Inclusive Dates of Records Destroyed	Volume (Cubic Feet)	Date of Destruction	Method of Destruction (Recycle, shred, landfill, etc.)
		Retention Sched. No.	Item No.				
	<p>RECORDING CD'S</p> <p><u>Electronic Recordings</u></p> <p>Retain all original papers, exhibits and electronic recordings of testimony for a period of three (3) years after entry of <i>dismissal or satisfaction</i> and until all audit requirements are fulfilled, then destroy. (Except recordings selected by the State Archivist)</p>	2219	SEC. II 2.	2006	1	9/21/10	Landfill

Destruction Approved by Hall of Records Commission

3/19/10
Date

Edward C. Thompson
State Archivist

Destruction Certification

J. Michael Egan Adm. Clerk 9/21/10
Signature of Court Official Title Date

SEP 29 2010

		Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	4658 Forward three (3) copies to address at left.
Court	Circuit Court		
Cambridge, Md. 21613			
County	Dorchester Date 4/15/09		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Fiscal/Accounting 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.				
	PAID BILLS	2330	Sec 2/5	1986-2004	10	7/13 th 7/15/09	Shredding
	4 Check Books	"	"	1988-2004	2	7/13 th 7/15/09	Shredding
	PAYROLL CANCELLED CHECKS YEARLY FORMS	"	"	1986-87	3	7/13 th 7/15/09	Shredding
	PAYROLL - TIME SHEETS	"	4	1990-2004	3	7/13 th 7/15/09	Shredding
	BOOKKEEPING: DAILY WORKSHEETS	"	"	1986-2004	33	7/13 th 7/15/09	Shredding
	LAW LIB. PD. BILLS	"	"	1986-2004	5	7/13 th 7/15/09	Shredding
	Z TAPES	"	"	1986-2004	11	7/13 th 7/15/09	Shredding
	REV - DISB & REC.	"	"	1986-2004	3	7/13 th 7/15/09	Shredding
	P & P REPORTS	"	"	1989-2004	3	7/13 th 7/15/09	Shredding
	BANK STATEMENTS	"	"	1986-2004	2	7/13 th 7/15/09	Shredding

Destruction Approved by Maryland State Archives

14 May 09

Date

DGS 550-9 (rev. 8/04)

Edward C. Lawrence

State Archivist

Instructions for Preparation and Submission on next page

Destruction Certification

Dana S. Fife Clerk of Court 7/15/09

Signature of Court Official

Title

Date

AUG 31

209

Circuit Court		Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>4973</u> Forward three (3) copies to address at left.
Court			
Charles County	05/15/09		
County	Date		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Administrative Records – Jury Qualification Forms	2330 Sec I 6b		2003 - 2004	3	8/4/09	Shred
	Administrative Records – Excused Jurors	2330 Sec I 6b		2003 - 2004	6	8/11/09	Shred
	Administrative Records – Courtroom Clerks Duplicate copies of daily docket sheets	2330 Sec I 1		2004 - 2004	1	8/4/09	Shred
	Administrative Records – Copies of Performance Evaluations	2330 Sec I 9		2003	.25	8/4/09	Shred
	Fiscal Records – Vender Invoices	2330 Sec II 5f		2005 – 2006	1	8/14/09	Shred
	Administrative Records – Personnel Files (Applications)	2330 Sec I 9		2002 - 2004	1	8/6/09	Shred
	Criminal Records – Expunged Cases	2330 Sec IV 5b		2002 – 02/2006	5		
	per Judge Robert C. Halley - Do not destroy.						
			Pat Bullard				
			8/6/09				

Destruction Approved by Maryland State Archives

Destruction Certification

20 June 09
Date

Edward C. [Signature]
State Archivist

Patricia E. Bullard Manager
Signature of Court Official Title

8/18/09
Date

AUG 20 .. 2W9

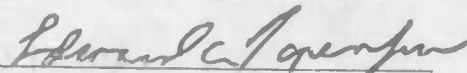
Circuit Court		Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	5138 <hr/> Forward three (3) copies to address at left.
Court			
Charles County	01/29/10		
County	Date		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

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.				
	Fiscal Records – General Acct Records (a) (d)	2330 II	1	07/04 – 06/06	12	2/17/10	shred
	Fiscal Records – Cash Register Receipts	2330 II	5	07/04 – 06/06	13	2/18/10	shred
	Administrative Records – Jury Qualification Forms (b)	2330 I	6	03/05 – 08/05	4	3/2/10	shred
	Administrative Records – Courtroom Clerk duplicate copies of daily docket sheets	2330 I	1	01/06 – 12/06	1	2/25/10	shred

Destruction Approved by Maryland State Archives


12 Feb 10
Date


State Archivist

DGS 550-9 (rev. 8/04)

Instructions for Preparation and Submission on next page

Destruction Certification

 Manager
Signature of Court Official Title

3/2/10
Date

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MARYLAND STATE ARCHIVES

MAR 11 2010

CIRCUIT COURT FOR CHARLES COUNTY

Sharon L. Hancock

Clerk of the Circuit Court

200 Charles Street

P.O. Box 970

La Plata, MD 20646

(888)-932-2072, TTY for Deaf: (301)-753-4258

Civil(301)932-3215 Support(301)932-3245 Criminal(301)932-3220 Juv(301)932-3230

Case Number:

Dept. of General Services/Records Mgmt. Division

7275 Waterloo Road (Ret. 175)

P.O. Box 275

Jessup, MD 20794-0275

pep

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MAR 11 2010

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