

NOTICE OF DESTRUCTION OF COUNTY / LOCAL GOVERNMENT RECORDS IN ACCORDANCE WITH AN APPROVED RETENTION SCHEDULE

State Form 44905 (R10 / 4-23)

INDIANA ARCHIVES AND RECORDS ADMINISTRATION COUNTY / LOCAL RECORDS MANAGEMENT

402 West Washington Street, Room W472 Indianapolis, Indiana 46204 Telephone: 317-232-3380 E-mail: cty@iara.in.gov

رەدرد

46040

ZIP code

This form is to be used only for documenting the destruction of records as scheduled on an approved county / local records retention schedule.

For requests to dispose of records not listed on a retention schedule use State Form 30505. For requests to transfer records scheduled as PERMANENT to a local historical entity instead of maintaining them in the originating office or transferring them to the Indiana Archives, use State Form 57236.

INSTRUCTIONS: 1.

Name of office

806

Mt. Vernon

Address (number and street)

- 1. Complete ALL Contact and Record Series Information fields. Record Series Number is REQUIRED for all records listed.
 - a. If you do not know the Record Series Number, contact IARA's County / Local Records Management section for more information.

Fortyille

County

b. If the records do not have a Record Series Number, use State Form 30505 as described above.

CONTACT INFORMATION

- 2. Destroy records in accordance with the listed Record Series Number and complete the Destruction Information fields on this form.
- 3. Send one (1) copy of the completed form to the secretary of your County Commission of Public Records for inclusion in the minutes of the next meeting and retain one (1) for your records.

City

Name of contact person		10/10	140.10
Name of contact person	Telephone number	E-mail address	
	517-485-310	3(~~)	
	1- 103 - 3 10		
	RECORD SERIES INFORM	ATION	
RECORD SERIES TITLE OF RECORDS	DATE RANGE OF RECORDS	RECORD SERIES NUMBER	
TO BE DESTROYED	(m / yyyy to m / yyyy)		VOLUME
	(m, yyyy to m, yyyy)	(REQUIRED)	(number of boxes, rolls, etc.)
Update Purchase orders,	to.		
Purchase Orders 1422-1761 Statewize Credit Notices, Voided	6/3/10 1/26/12		1 Box
Steatewise Credit Notices, Voided	.		7 7504
Pos, Pink Purchage order cope	l to		
	1118 6/18		1 BOX
While Bull - Copies	1115 to 12/17		100
Voucher Andrand, voocher Editoro	1713 12-111		1 Box
check they when combered the po	Pt to		
Cleux Stubs, budget edit, Acut pay. va	www 1/12 12/12	-	1 BOX
			
BOOKA CE SUC	1/13 to 7/13		1 BOX
Board Bills Vouler Allocanus, vouther soit, cleur Res is tes, unen combered report Cheusenby, bulget edit, Cheur account page	1/12 1112		1 700
register unencumbered report	1/13 to 12/13		4-
Checkstobs, but of edit, Clay according	de varior		1 Box
			(62 0)
Cash Receipts	7/16 12/16		. n
COSAL VICEIDIZ	1110 12110		1 Box
		· · · · · · · · · · · · · · · · · · ·	
Cash Receipts	1/17 to 12/17		1 Box
			1 13 6 ×
	6114 to 6115		
Book Rental Court Cases and	6/14 6/15		1 Box
BOOK Kentan Court Cases and			
Foreringues	2008 to 2008		18-
Foreclosures Book Rental Court Cases and			1 Box
	l to		_
Foreclosures	2008/2009 2009-2010		120×
Book Rendal Coort Cases	2010 to 2011		· Pay
	2010 2011		

DESTRUCTION INFORMATION		
These records were destroyed according to a retention schedule approved for	r use by the Indiana Oversight Commit	tee on Public Records.
Signature of official destroying records Printed name of official destroying records		Date signed <i>(month, day, year)</i> 3/17/24
/\ () ()// // // // // // // // // // // // //	Admin Assistant Acct	Date records destroyed (month, day, year) S Payable



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Nama afantaria de la Cal	439 For	tuille	46040
i i	l elephone number	E-mail address	133 (3
(2	517-485-310	9	
	RECORD SERIES INFORM	ATION	
RECORD SERIES TITLE OF RECORDS TO BE DESTROYED	DATE RANGE OF RECORDS (m / yyyy to m / yyyy)	RECORD SERIES NUMBER (REQUIRED)	VOLUME (number of boxes, rolls, etc.)
Book Reutal			(Hamber of Boxes, Folis, etc.)
State i, de Credit	2012 to 2013		1 BOX
Trial Balance	12107 1/08		1 Box
Trial Balance	1/08 to 2/08		1 BOX
Trial Balance	3/08 to 3/08		L BOX
Trial Balance	4/08 to 4/08		1 BOX
Trial Balance	5/08 to 6/08		(Box
Trac Balance	7/08 to 7/08		BOK
Trial Balance	8/08 to 8/08		1 Box
Trial Bodance	9108 to 7108		1 Box
Trial Balance	11/08 to 11(08)		1 Box
Trial Balance	,2/08 to 12/08		1805
Boardzin	4/12 to 6/12		1 Box

DESTRUCTION INFORMATION		
These records were destroyed according to a retention schedule approved	for use by the Indiana Oversight Committee on Public Records.	
Signature of official destroying records	Date signed (month, day, year)	
Printed name of official destroying records Carla Nugent / Ann Shriley	Position Admin ASSIS HAUT Date records destroyed (month, day, year) Accounts Pajakle	



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	17-485-310		
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RECORD SERIES TITLE OF RECORDS TO BE DESTROYED	DATE RANGE OF RECOF (m / yyyy to m / yyyy)		VOLUME (number of boxes, rolls, etc.)
Beard Sills	11/11 to 3/1	2	, Box
Board Sills Book Stalements, outstanding alecce propts Appropriate Reput	7/12 to 12/	12.	1 Box 1 Box 1 Box
ahear perott Appropriate Reput	2014 to 201	(b)	1 BOX
	to		

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Signature of official destroying records QQQ U	Date signed (month, day, year)	
Corla Nuyent / Ann Shriey	Position Admin Assistant Date records destroyed (month, day, year) Accounts payable	