

ALABAMA



DEPARTMENT OF
ARCHIVES & HISTORY

State Records Center

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 Montgomery, AL 36109
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 Angelia.Wilson@archives.alabama.gov

Destruction Notice - for Records Housed at Records Center

Department:	Proposed Date of Destruction: Method of destruction: Shredding Recycling
Division:	
Name of Records Contact:	
Telephone:	
E-mail:	

AGENCY CERTIFICATION: I hereby certify that: I have reviewed the RC-created list of records from my agency that are eligible for destruction; all audit and legal requirements have been met; and further retention is not required for any pending litigation.

Name:	Signature:	Date
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RDA	Volume	Record Title as listed on RDA	Date	Location #

Agency approval of destruction is denied. (Attach justification)	Agency Signature:	Date Denied
The records listed above were destroyed in the manner indicated.	RC Staff Signature:	Date Destroyed