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Series
Authorization No: 10551324 **Agency:** AGO **Division:** CP66 **Section:** NA **Revision:** 1

Agency Series No.: 066-OAG-25 **Record Series Title:** Consumer Complaint Files
Record Series Description: Documents compiled in order to work out informal agreements between a supplier or service provider and the consumer. Can include, but is not limited to, initial complaint form, correspondence to and from the consumer, supplier and Attorney General's Office documents relating to the consumer transaction (copies of contracts, receipts, pictures, estimates, warranties, bill of ladins, etc.)

Agency Web Link:

Confidential Description **Vital Description**

ORC 1345.05(A)(7), SSN 5 U.S.C. 552a, other confidentiality considerations may exist for certain categories of complaints referred to third parties through statutes, administrative rules, or agreements with the office.

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	5 years		Delete
Paper	6 months		Shred

Approvals:

Created		Date: 7/8/2014
Approved	Pari Swift, Records Officer	Date: 7/8/2014
Approved	Bunnie Jones, Record Administrator	Date: 7/9/2014
Approved	Martin Meeks, State Auditor	Date: 7/9/2014
Approved	Fred Previts, State Archivist	Date: 7/15/2014

Notes:

Note Date	Note Description	User
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