



for **Contractors/Vendors** for **Government Entities** for **State Employees** for the **Public**

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**Series**  
**Authorization No:** 10551429      **Agency:** AGO      **Division:** SO77      **Section:** NA      **Revision:** 0

**Agency Series No.:** 77-OAG-35      **Record Series Title:** Land Title Opinions

**Record Series Description:** Opinions written any time that a piece of real property is sold or purchased by the State of Ohio which serve to determine who holds claims to a property in the State of Ohio and assures that the title is clear of all liens and previous claims. Includes listing of encumbrances on the property and summary of what is not assured by the opinion.

**Agency Web Link:**

**Confidential Description**

**Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Paper	Permanent	Backup if original agency loses it: historical evidence of agency at time of issuance. Demonstrates ownership by State of Ohio	Permanent

**Approvals:**

<b>Created</b>		<b>Date:</b> 5/3/2011
<b>Approved</b>	John Contonio, Records Coordinator	<b>Date:</b> 5/3/2011
<b>Approved</b>	Pari Swift, Records Officer	<b>Date:</b> 5/3/2011
<b>Approved</b>	Michael Hardenbrook, Record Administrator	<b>Date:</b> 5/9/2011
<b>Approved</b>	Martin Meeks, State Auditor	<b>Date:</b> 5/12/2011
<b>Approved</b>	Fred Previts, State Archivist	<b>Date:</b> 5/18/2011

**Notes:**

Note Date	Note Description	User
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