



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

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- [Return to Welcome](#)
- [Schedule](#)
- [General Schedule List](#)
- [Search](#)
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- [Login Help](#)
- [Site Map](#)
- [Search](#)
- [DAS Home](#)
- [State Home](#)
- [Agency](#)
- [Contacts](#)

Series Authorization No: 10550835      Agency: AGO      Division: OC65      Section: NA      Revision: 0

Agency Series No.: 65-OAG-26      Record Series Title: Release For Abandoned Property

Record Series Description: Used for salvage of equipment

Agency Web Link:

Confidential Description      Vital Description

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Media	Retention Period	Retention Justification	Method of Disposal
Paper	Retain five years or until audited whichever comes first.		Shred

**Approvals:**

Created		Date: 8/31/2001
Approved	Megan Mangus, Records Coordinator	Date: 8/31/2001
Approved	Sherrye Willis, Records Officer	Date: 12/20/2001
Approved	Michael Hardenbrook, Record Administrator	Date: 12/20/2001
Approved	Charles Arp, State Archivist	Date: 1/9/2002
Approved	Martin Meeks, State Auditor	Date: 1/9/2002

**Notes:**

Note Date	Note Description	User