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Series
Authorization No: 10551174 **Agency:** AGO **Division:** P562 **Section:** NA **Revision:** 1

Agency Series No.: 562-OAG-10 **Record Series Title:** LEGISLATOR/CONSTITUENT FILE
Record Series Description: Contains letters from and responding to State and Federal legislators regarding their constituents.
Agency Web Link:

Confidential Description **Vital Description**

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	Retain 2 years then destroy		Delete
Paper	Retain 2 years then destroy		Trash

Approvals:

Created		Date: 12/3/2002
Approved	Sherrye Willis, Records Officer	Date: 12/3/2002
Approved	Michael Hardenbrook, Record Administrator	Date: 12/10/2002
Approved	Charles Arp, State Archivist	Date: 12/17/2002
Approved	Martin Meeks, State Auditor	Date: 12/17/2002

Notes:

Note Date	Note Description	User

