

RECORDS DESTRUCTION AUTHORIZATION FORM

The records listed on the attached list are scheduled to be destroyed, as indicated on the Records Retention Schedule.

The records are not the subject of any claim, litigation, investigation, or audit.

Box Name / Subject / Folder Name	Start Date	End Date	Item #	Retent.	Destroy	Box #
Correspondence - Misc	2002	2003	18	2	2006	MGSA-D04
Correspondence	2001	2006	5/33	2	2009	MGSA-D04
Correspondence	2002	2002	4	2	2005	MGSA-D04
Invoices – Streetlight FY 02	2002	2002	15	A+5	2008	MGSA-D04
Invoices – Streetlight FY 03	2002	2003	28	A+5	2009	MGSA-D04
Invoices – Streetlight (MERA) AVA FY 02	2002	2002	9	A+5	2008	MGSA-D04
Invoices – ESRI – MarinMap FY 03	2002	2003	15	A+5	2009	MGSA-D04
Invoices – MarinMap FY 03	2002	2003	22	A+5	2009	MGSA –D04
Invoices – MarinMap (MTA) FY 02	2001	2001	18	A+5	2007	MGSA –D04
Budget – Streetlight JPA FY 03	2002	2003	7	A+5	2009	MGSA- D04
Budget – MarinMap FY03	2002	2003	23	A+5	2009	MGSA- D04
Budget – MTA FY 03	2002	2003	24	A+5	2009	MGSA- D04
Budget – Streetlight JPA FY 02	2001	2002	18	A+5	2008	MGSA- D04
MarinMap Orthophoto Project FY 03 (Revenue)	2002	2003	10	A+5	2010	MGSA –D04
MarinMap Pavment Management Project 2002-03 Expenses	2002	2003	12	A+5	2009	MGSA –D04
MarinMap Orthophoto 2002-2003	2002	2003	15	2	2006	MGSA – Drawer A
MSLAJPA 2002-2003 – County Printouts	2002	2004	3	A+5	2009	MGSA-S04
MARINMAP 2002-2003 County Printouts	2002	2003	16	V+5	2009	MGSA-D04

Shredding is Required (Records contain private information) NO.

DOCUMENTS HAVE BEEN REVIEWED AND APPROVED FOR DESTRUCTION

Executive Officer

Date

(Complete after destruction has been performed, if done by Authority Employees. If destruction is performed by a commercial vendor, have them provide you with a certificate.)

I **HEREBY CERTIFY** that the items listed above have been destroyed in accordance with Authority policies and procedures:

Employee Performing Destruction

Date