

APPLICATION FOR ONE-TIME RECORDS DISPOSAL

(Sec. 149. R.C.)

(9)

APPROVALS

(1) To: County Records Commission

(2) From: Union County Clerk of Courts

(3) Certification:

The records described in this list are certified to be microfilmed or are no longer required for the current operation of this agency, are of no further administrative, legal or fiscal value to the agency, the County of Union, or its citizens, and are not required to be retained by any statute or schedule of records retention.

County Records Commission

Max E. Robinson 1-20-76
Chairman (Signature) (Date)

Auditor of State, Bureau of Inspection & Supervision

Richard G. Truse 6/2/76
(Signature) (Date)

Ohio Historical Society, Division of Archives

Max E. Robinson JAN. 21 1976
(Signature) (Date)
ASSISTANT STATE ARCHIVIST

Jan. 20, 1976 Mary Sawyer clerk of courts
Date Signature Title

(4) Item Number	(5) Record, Title or Description Include: Form numbers, where prepared, number of copies prepared, where other copies are filed, are other copies still available, are these records microfilmed? (See Instructions on Other Side)	(6) INCLUSIVE DATES OF RECORDS		(7) VOLUME Specify Cu. or Lin. Ft.	(8) FOR USE BY APPROVING AGENCIES
		From	To		
1.	Alimony Checks	1967	1969	3 Lin. Ft.	
2.	Alimony and Support Receipt Book, 7 vols.	1969	1971	6 Lin. In.	
3.	Alimony and support receipts	1969	1970	3 1/2 Lin. Ft.	
4.	Bank Statements and Cancelled Checks	1967	1970	2 1/2 Lin. Ft.	
5.	Cost Bill and Transcript Record	1890	1902	3 Lin. In.	
6.	Certificate of Optometry Register, 1 vol.	1920	1959	1 Lin. In.	
7.	Cost Bill and Transcript Record, 1 vol.	1890	1902	3 Lin. In.	
8.	Copies of Court Orders			4 Lin. Ft.	
9.	Civil Docket Transfer Record, 1 vol.	1922	1925	3 Lin. In.	
10.	Common Pleas Court Docket, 49 vols.	1892	1911	3 1/2 Lin. Ft.	
11.	Criminal Execution Docket, 3 vols.	1890	1931	9 Lin. In.	
12.	Fishing License Record, 1 vol.	1925	1926	1 Lin. In.	

USE TYPEWRITER ONLY

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Auditor of State, Bureau of Inspection & Supervision
Richard G. Nuss 4/2/76
(Signature) (Date)

Ohio Historical Society, Division of Archives
David J. Stone JAN. 21 1976
(Signature) (Date)
ASSISTANT STATE ARCHIVIST

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	(See Instructions on Other Side)				
13.	Hunter's Licenses Record, 3 vols.	1913	1931	3 Lin. In.	
14.	Index to Appealate Docket, 1 vol.			2 Lin. In.	
15.	Index to Appearance Docket, 1 vol.			1 Lin. In.	
16.	Index to Motor Vehicle Sales and Transfers	1923	1930	2 Lin. In.	
17.	Justice's Civil Docket, 4 vols.	1886	1943	8 Lin. In.	
18.	Justice's Criminal Docket, 6 vols.	1913	1945	1 1/2 Lin. Ft.	
19.	Laws of Ohio	1920	1968	5 Lin. Ft.	
20.	✓ Notaries Commission Record, 3 vols.	1916	1948	3 Lin. In.	
21.	Opinions of the Attorney General	1923	1940	5 Lin. Ft.	
22.	Poll Book and Tally Sheet	1960	1968	8 Lin. Ft.	
23.	✓ Railroad Policeman's Record, 1 vol.	1907	1920	1 Lin. In.	
24.	Record of Justice's Oaths, 1 vol.	1881	1883	1 Lin. In.	

USE TYPEWRITER ONLY

INSTRUCTIONS

- (1) Submit original and three carbons to the Secretary of your _____
Records Commission. Retain a carbon in your files until an approved
copy is returned to you.
Note: Please use CR-1 for all carbons — do not use onion skin.
- (2) Give a complete citation, i.e., Department, Bureau, Section.
- (3) Department head or person authorized by him to sign records disposal
applications.
- (4) List each type or group of records as a separate item. Attach a sample
of each item.
- (5) If correspondence, is it general or specific in nature and, if the latter,
what subjects are dealt with?
- (6) Earliest and latest dates? Inclusive?
- (7) Quantity of records in cubic feet. A filled letter-size drawer contains
1.5 cubic feet and a legal-size file drawer contains 2.0 cubic feet.
- (8) For use of Approving Agencies.
- (9) After approval of this schedule by the _____ Records Commis-
sion and after disposal of the records, the applicant must complete and
return a Certificate of Disposal (RC-3) to the Commission.