



Ohio History Connection  
State Archives of Ohio  
Local Government Records Program  
800 E. 17<sup>th</sup> Avenue  
Columbus, OH 43211-2474

NOV 04 2020

STATE AND LOCAL  
GOVERNMENT RECORDS

**ONE-TIME DISPOSAL OF OBSOLETE RECORDS (RC-1)**

*See instructions before completing this form.*

**Section A: Local Government Unit**

<b>Union County Clerk of Courts</b>		<b>Auto Title Division</b>	
(Local Government Entity)		(Unit)	
<i>Teresa Nickle</i>	<b>Teresa Nickle</b>	<b>Clerk of Courts</b>	<i>10-29-2020</i>
(Signature of Responsible Official)	(Name)	(Title)	(Date)

**Section B: Records Commission**

<b>Union County Records Commission</b>			<b>937-645-4177</b>
			(Telephone Number)
<b>128 South Main Street</b>	<b>Marysville</b>	<b>43040</b>	<b>Union</b>
(Address)	(City)	(Zip Code)	(County)

To have this form returned to the Records Commission electronically, email address: [sbadenhop@unioncountvohio.gov](mailto:sbadenhop@unioncountvohio.gov)

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

<i>Chad Hood</i>	<i>10-29-20</i>
Records Commission Chair Signature	Date

**Section C: Ohio History Connection - State Archives**

<i>Amanda Rinder</i>	<b>Local Government Records Archivist</b>	<b>11/16/2020</b>
Signature	Title	Date

**Section D: Auditor of State**

**Records Manager**

Signature	Title	Date
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*Please Note: The State Archives retains RC-1 forms for seven years.  
It is strongly recommended that the Records Commission retain a permanent copy of this form.*

