



Ohio Historical Society
State Archives of Ohio
Local Government Records Program

800 East 17th Avenue
Columbus, Ohio 43211-2497

OHIO HISTORICAL SOCIETY
SEP 14 2012
HISTORICAL DOCUMENT RECORDS

For State Archives - LGRP Use Only	
Date Received:	
Date Reviewed:	
Items requested for transfer:	YES NO
If YES, attach copy of transfer form	

ONE-TIME DISPOSAL OF OBSOLETE RECORDS (RC-1) – Part 1

See instructions before completing this form. Must be submitted with PART 2

Section A: Local Government Unit

Union County Prosecuting Attorney

(local government entity)

(unit)

 _____
 (signature of responsible official) **David Phillips** **Prosecuting Attorney** **9-14-2012**
 (name) (title) (date)

Section B: Records Commission

Union County Records Commission

937-645-4177

(telephone number)

128 South Main Street, Suite 114 Marysville 43040 Union
 (address) (city) (zip code) (county)

To have this form returned to the Records Commission electronically, include an email address: sbadenhop@co.union.oh.us

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.

 _____
 Records Commission Chair Signature Date **9-27-12**

Section C: Ohio Historical Society - State Archives

 _____
 Signature Title **State Archivist** **10-15-2012**
 (name) (title) (date)

Section D: Auditor of State

 _____
 Signature Date **10-26-12**

**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.**

