



Ohio Historical Society
State Archives of Ohio
Local Government Records Program

800 East 17th Avenue
Columbus, Ohio 43211-2497

STATE AND LOCAL
GOVERNMENT 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 Treasurer
(local government entity)

(unit)

Donna M. Rausch
(signature of responsible official)

Donna M. Rausch
(name)

Treasurer
(title)

4-29-14
(date)

Section B: Records Commission

Union County Records Commission

937-645-4177

(telephone number)

128 South Main Street, Suite 114
(address)

Marysville
(city)

43040
(zip code)

Union
(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.

Charles A. Hayes
Records Commission Chair Signature

4-29-14
Date

Section C: Ohio Historical Society - State Archives

Fred P. Pruitt
Signature

State Archivist
Title

5-8-2014
Date

Section D: Auditor of State

Martin E. Murr
Signature

5-21-14
Date

**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.**

