



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

APR 30 2018

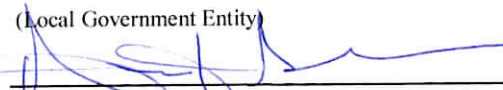
STATE AND LOCAL
 GOVERNMENT RECORDS

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

See instructions before completing this form.

Section A: Local Government Unit

Union County Treasurer

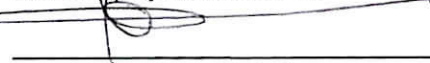
(Local Government Entity)	(Unit)
	Treasurer
Andrew Smarra	4-23-18
(Signature of Responsible Official)	(Date)

Section B: Records Commission

Union County Records Commission	937-645-4177		
	(Telephone Number)		
128 South Main Street	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.

	4-26-18
Records Commission Chair Signature	Date

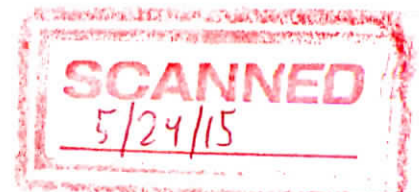
Section C: Ohio History Connection - State Archives

	State Archivist	5-3-2018
Signature	Title	Date

Section D: Auditor of State

	Records Mgr	5-17-18
Signature	Title	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.*





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

See instructions before completing this form.

Section E: Table of Records to be Disposed

Union County Treasurer

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description (Inclusive Dates)	(3) Media Type to be Disposed	(4) Media Type to be Retained	(5) For use by LGRP or Auditor of State
T18-01	Personal Property Tax Records 2003-2014 <i>Records and documents related to the collection of the personal property tax including, but not limited to additions/remitters, applications for redetermination of tax, correspondence, foreclosures, notices of dissolution, tax payment plans and tax receipts; does not include personal property tax lists or delinquent tax certifications</i>	Paper		
T18-02	Tax Foreclosure Files 1990-2005 <i>Records related to the tax foreclosure of real estate parcels adjudged to be tax delinquent including, but not limited to, correspondence, parcels maps, notes and court entries</i>	Paper		