



Agency Records Disposition Schedule

Department: Department of Public Safety

Section: Driver and Vehicle Safety

Division: Missouri State Highway Patrol

Sub-Section:

TITLE: Authorized Motor Vehicle Inspection Station Files

CUTOFF: Expiration of Permit

DESCRIPTION: Records of businesses enrolled as a motor vehicle safety inspection station in Missouri. Records include, but are not limited to: applications and renewals; amendments; sticker requisitions; performance reports; records related to the purchase of inspection stickers; inspection state permit fees and refunds; and supporting documentation.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21342

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2024

TITLE: Inspector Mechanic File

CUTOFF: Date of Expiration

DESCRIPTION: Inspector/Mechanics authorized to perform inspections in Missouri. Records include, but are not limited to, current inspector or mechanic applications and renewal applications. Records created per 11 CSR 50-2.080(1).

RETENTION: Years: 4 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 21343

SERIES STATUS: Approved

APPROVAL DATE: 7/31/2024
