



Agency Records Disposition Schedule

Department: Department of Revenue

Section: Collections & Tax Assistance Bureau

Division: Taxation

Sub-Section: Collections & Tax Assistance Administration

TITLE: Bad Check Closed Files

CUTOFF: EOSFY

DESCRIPTION: Records documenting checks returned from financial institutions. Information includes records indicating the checks have been paid or have been processed through the Prosecuting Attorney's Office to a conclusion.

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7107

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012

TITLE: Prosecuting Attorney Invoices

CUTOFF: EOSFY

DESCRIPTION: Invoices used by Prosecuting Attorneys (PA) to indicate payments received on Division of Taxation and Criminal Investigation Bureau's cases. Used by the Department to calculate PA's reimbursement.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 7112

SERIES STATUS: Approved

APPROVAL DATE:

6/19/2012