



## Agency Records Disposition Schedule

Department: Department of Revenue

Section: Processing

Division: Taxation

Sub-Section: Sales/Use Tax

**TITLE:** Supporting Reports for Revenue Transmittals

**CUTOFF:** EOY

**DESCRIPTION:** Report based on transmittal sheets submitted from the Field Offices listing surety bond amounts received from businesses who are registering to remit taxes to the Department of Revenue. Report lists the corresponding Document Locator Number (DLN), dollar amount of surety bond and bond by tax type.

**RETENTION:** Years: 3 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

**SERIES:** 6874

**SERIES STATUS:** Approved

**APPROVAL DATE:**

6/19/2012