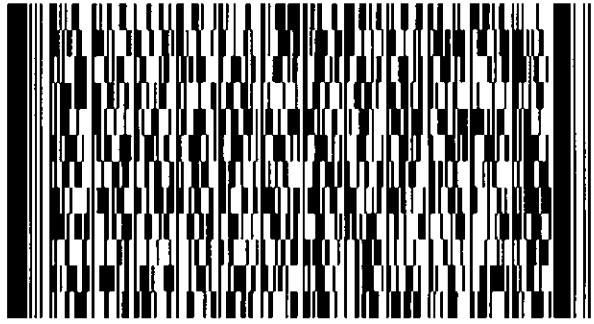


Reset Form

Print Form



DOCUMENT
TYPE

DISPOSAL CERTIFICATES

FILE NUMBER

81:286

COUNTY

DU PAGE

CITY/TOWNSHIP

GLEN ELLYN

OFFICE

COLLEGE OF DUPAGE

Doc Part #

016

RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 81-286

TO: Local Records Commission
Margaret Cross Norton Building
Springfield, IL 62756
217-782-7075

RECEIVED

COUNTY: DuPage

MAR - 6 2015

FROM: College of DuPage

Agency Division

ADDRESS: 425 Fawell Blvd

Street, P.O. Box

Glen Ellyn, IL 60137-6599

City, ZIP Code

TELEPHONE: (630) 942-3757

CONTACT: Chuck Currier

Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

LOG REC. COMM

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
67	College wide electronic email correspondence Disposition Approved	April 16, 2014 to April 30, 2014	2.46 TB

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

May 1, 2015

Chuck Currier
Signature

3/2/15
Date

Chuck Currier, VP Information Technology
Print Name and Title on line above

Prepared by: Rich Kulig, Network Services Manager

(Signature required only if records have been microfilmed or digitized)