



CITY OF LOS ANGELES NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

* **Records of Department:**

Additional Information:

Submitting Date: Email me a copy

* **Quantity:**

Records Dated From **To**

Description:

Attachment: [2 MB max] [DAR43 West LA Shelter 100 boxes.pdf](#)

Department Authorization

Authorizing Person: **Date:**

City Clerk Authorization

In accordance with Section 12.5 (d) of the Los Angeles Administrative Code (LAAC) and the Mayor's Executive Directive No. 50, I hereby certify that the attached Request for Authority to Dispose of Obsolete Records has been reviewed by my office and to the best of my knowledge is complete, accurate, and adequate. City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.

Authorizing Person:

Date Signed:

APPROVE

REJECT

Signature:

Date of Notification: (Records will be held for 60 days from this date).

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 5/13/2020

BOX SUMMARY BY RECORD SERIES:

Summary Page 1 of 1

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	Record Series Title	From	To	TOTAL RETENTION PERIOD	Total Boxes
A036.	DAILY REMITTANCE REPORT (AR29A)	1/19/2003	12/13/2016	AU+2	97
O015.	COURT FILES	1/1/2008	12/31/2009	CL+10	1
O021.	INVESTIGATION REPORT (AR46A)	1/1/2008	12/31/2009	TO+10	1
O026.	NOTICE OF NOISE COMPLAINT (AR307A)	1/1/2008	1/31/2009	TO+10	1

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

100

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers)

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION

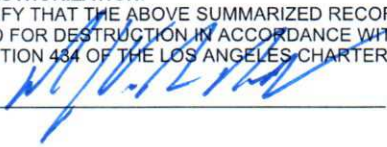
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Instructions to Departments: Review the box listing pages of this report. Reviewer must initial each page authorized for destruction. Boxes to be retained may be lined out on the page and the total at the bottom of the page and on this summary page adjusted accordingly. Department head must sign this page below. Return report to City Clerk's Office.

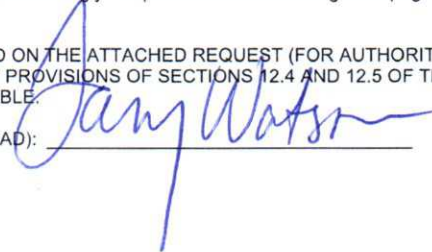
DEPARTMENT AUTHORIZATION:

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 434 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD):



BY (DEPT HEAD):



DATE:

MAY 14 2020

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	1/1/2009	2/28/2009	DO	00000174	835965	1
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/10/2015	12/18/2015		00000201	835585	2
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	12/19/2015	1/31/2016		00000202	835586	3
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/4/2016	6/13/2016		00000203	835587	4
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/20/2016	5/3/2016		00000204	835588	5
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	2/1/2016	3/19/2016		00000205	836607	6
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/1/2016	12/13/2016		00000208	835589	7
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	9/25/2016	10/31/2016		00000209	835590	8
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/24/2016	9/24/2016		00000210	836608	9
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/1/2015	8/25/2015		00000211	836461	10
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	2/1/2015	3/2/2015		00000212	836609	11
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/21/2016	8/23/2016		00000213	836462	12
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/4/2016	7/20/2016		00000214	836610	13
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	10/1/2015	11/19/2015		00000216	836611	14
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/1/2015	6/30/2015		00000217	836463	15
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/1/2015	7/31/2015		00000218	836464	16
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	1/1/2015	1/31/2015		00000219	835591	17
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/1/2015	3/31/2015		00000220	836465	18
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/1/2015	4/30/2015		00000221	836466	19
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/1/2015	5/31/2015		00000222	836612	20
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	9/1/2013	9/30/2013	DO	00000223	835966	21
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	8/1/2013	8/31/2013	DO	00000224	835967	22
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	1/1/2014	1/31/2014	DO	00000225	835968	23
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	10/25/2012	11/21/2012	DO	00000226	835969	24
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	1/1/2012	2/10/2012	DO	00000227	835970	25

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 25

Reviewer Initials: [Signature]

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	9/1/2009	10/19/2009		000000228 CRC	836613	26
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	12/21/2012	1/17/2013		000000231 CRC	836614	27
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	1/18/2013	2/14/2013		000000232 CRC	835592	28
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	12/18/2009	2/11/2010		000000234 CRC	835593	29
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	2/15/2013	3/15/2013	DO	000000237 CRC	835971	30
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/16/2013	4/17/2013		000000238 CRC	836615	31
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/22/2012	12/20/2012	DO	000000243 CRC	835972	32
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	8/26/2015	9/30/2015	DO	000000245 CRC	835973	33
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	6/1/2014	6/30/2014	DO	000000246 CRC	835974	34
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	7/2/2007	8/30/2007	DO	000000248 CRC	835975	35
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	12/22/2006	3/31/2007	DO	000000249 CRC	835976	36
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/1/2013	7/31/2013		000000254 CRC	836467	37
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/18/2013	5/14/2013		000000255 CRC	836468	38
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/1/2014	7/26/2014		000000258 CRC	836616	39
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/1/2014	5/31/2014		000000260 CRC	836469	40
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	10/20/2009	12/17/2009		000000261 CRC	835594	41
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	4/1/2014	4/30/2014	DO	000000262 CRC	835977	42
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/27/2014	8/22/2014		000000263 CRC	835595	43
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	2/1/2014	2/28/2014		000000264 CRC	836470	44
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	10/9/2011	11/18/2011		000000265 CRC	836617	45
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	2/11/2012	3/24/2012		000000266 CRC	836618	46
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/25/2012	4/25/2012		000000267 CRC	836619	47
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/31/2012	9/27/2012		000000268 CRC	836620	48
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/7/2012	8/30/2012		000000269 CRC	836621	49
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/22/2012	6/16/2012		000000270 CRC	836622	50

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 25

Reviewer Initials: Jpw

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/1/2014	3/30/2014		000000272 CRC	835596	51
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/12/2012	8/6/2012		000000273 CRC	835597	52
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	9/28/2012	10/24/2012		000000274 CRC	836471	53
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	10/24/2014	11/25/2014		000000276 CRC	836623	54
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/26/2014	12/31/2014		000000277 CRC	835598	55
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	4/1/2006	6/30/2006	DO	000000281 CRC	835978	56
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/1/2007	12/31/2007	DO	000000282 CRC	835979	57
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/1/2007	6/30/2007		000000284 CRC	835599	58
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	8/23/2014	9/19/2014	DO	000000285 CRC	835980	59
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	9/20/2014	10/23/2014	DO	000000286 CRC	835981	60
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	10/1/2013	10/31/2013	DO	000000287 CRC	835982	61
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/1/2013	11/30/2013		000000288 CRC	836472	62
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/19/2011	12/31/2011		000000289 CRC	836473	63
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	8/27/2011	10/8/2011	DO	000000291 CRC	835983	64
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	1/2/2008	2/29/2008	DO	000000292 CRC	835984	65
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/1/2008	12/31/2008		000000293 CRC	836474	66
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/30/2011	7/31/2011		000000294 CRC	836475	67
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/1/2011	6/7/2011		000000295 CRC	836476	68
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/1/2011	4/30/2011		000000296 CRC	836477	69
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	2/15/2011	3/31/2011	DO	000000297 CRC	835985	70
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	1/11/2011	2/14/2011	DO	000000298 CRC	835986	71
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	11/13/2010	12/31/2010		000000299 CRC	836624	72
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	9/25/2010	11/12/2010		000000300 CRC	836625	73
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/12/2010	9/24/2010		000000301 CRC	836626	74
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/29/2010	8/11/2010		000000302 CRC	836627	75

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 25

Reviewer Initials: Jyw

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 5/13/2020

BOX LISTING BY RECORD SERIES:

Box List Page 4 of 4

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	5/5/2013	6/11/2013	DO	00000303 CRC	835987	76
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	2/18/2010	4/4/2010		00000304 CRC	836478	77
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/12/2013	6/30/2013		00000305 CRC	835600	78
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/26/2012	5/21/2012		00000307 CRC	836628	79
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	4/6/2010	5/20/2010	DO	00000308 CRC	835988	80
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/17/2012	7/11/2012		00000310 CRC	836629	81
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	4/17/2009	5/31/2009		00000311 CRC	836479	82
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	1/1/2006	3/31/2006		00000312 CRC	835601	83
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	12/1/2013	12/31/2013		00000313 CRC	835602	84
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/1/2008	6/30/2008		00000314 CRC	836630	85
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/14/2011	8/26/2011		00000316 CRC	836631	86
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	6/1/2009	7/17/2009		00000318 CRC	836632	87
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/18/2009	8/31/2009		00000319 CRC	836480	88
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	9/1/2006	12/31/2006		00000320 CRC	836481	89
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/1/2006	8/31/2006		00000321 CRC	836482	90
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	5/21/2010	6/28/2010		00000322 CRC	836483	91
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	7/1/2008	8/25/2008		00000323 CRC	835603	92
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/26/2008	10/31/2008		00000324 CRC	836484	93
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/1/2008	4/30/2008		00000325 CRC	835604	94
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A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	3/1/2009	4/10/2009		00000327 CRC	836486	96
A036. /DAR/43/	DAILY REMITTANCE REPORT (AR29A) DAILY REMITTANCE REPORT	AU+2	8/31/2007	10/31/2007		00000328 CRC	836633	97
O015. /DAR/43/	COURT FILES CORRESPONDENCE	CL+10	1/1/2008	12/31/2009		00000203	778929	98
O021. /DAR/43/	INVESTIGATION REPORT (AR46A) Dog Bite Reports	TO+10	1/1/2008	12/31/2009		00000315 CRC	830715	99
O026. /DAR/43/	NOTICE OF NOISE COMPLAINT (AR307A) Barking Dog Complaints Addresses 16-2,793	TO+10	1/1/2008	1/31/2009		00000306	830713	100

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 25

Reviewer Initials: Jyu

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 5/13/2020

BOX LISTING BY RECORD SERIES:

Box List Page 5 of 4

RECORDS OF: ANIMAL SERVICES/WEST LOS ANGELES SHELTER

/DAR/43/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES--		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
			FROM	TO				

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 100

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT SU-SUPERSEDED
TE=TERMINATION **TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"**

MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK MT=MAG TAPE
MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS

RECORD TYPES: V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 0

Reviewer Initials: Jpw

Text

97 BOXES OF DAILY REMITTANCE REPORT
1 BOX OF COURT FILES
1 BOX OF INVESTIGATION REPORT
1 BOX OF NOTICE OF NOISE COMPLAINT