



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] [DAR13 160-276 58 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 City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.

APPROVE **REJECT**

Authorizing Person:

Signature: 

Date Signed:

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: 5/4/2021

BOX SUMMARY BY RECORD SERIES:

Summary Page 1 of 1

RECORDS OF: ANIMAL SERVICES/EAST VALLEY SHELTER

/DAR/13/

SCHD ITEM NO.	Record Series Title	From	To	TOTAL RETENTION PERIOD	Total Boxes
A036.	DAILY REMITTANCE REPORT (AR29A)	01/01/2014	12/21/2018	AU+2	58

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

58

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

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION

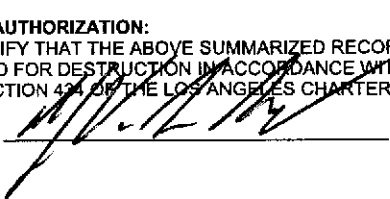
58

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.

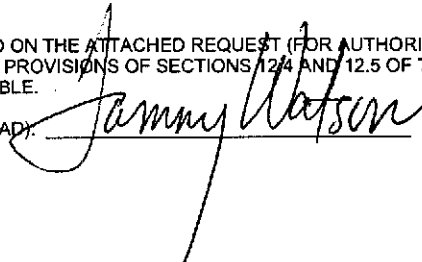
DEPARTMENT AUTHORIZATION:

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 4.24 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD):



BY (DEPT HEAD):



DATE:

5-4-21

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 5/4/2021

BOX LISTING BY RECORD SERIES:

Box List Page 1 of 3

RECORDS OF: ANIMAL SERVICES/EAST VALLEY SHELTER

/DAR/13/

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/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	01/01/2014	01/31/2014	000000500	CRC	838685	1
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	07/01/2014	07/31/2014	000000506	CRC	838686	2
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	01/01/2015	01/31/2015	000000512	CRC	838687	3
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	02/01/2015	02/28/2015	000000513	CRC	838688	4
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	03/01/2015	03/31/2015	000000514	CRC	838689	5
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	04/01/2015	04/30/2015	000000515	CRC	838690	6
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	05/01/2015	05/31/2015	000000516	CRC	838691	7
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	06/01/2015	06/30/2015	000000517	CRC	838692	8
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	08/01/2015	08/31/2015	000000519	CRC	838693	9
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	09/01/2015	09/30/2015	000000520	CRC	838694	10
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	10/01/2015	10/31/2015	000000521	CRC	838695	11
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/01/2015	11/30/2015	000000522	CRC	838696	12
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A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	04/01/2016	04/30/2016	000000527	CRC	838701	17
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	05/01/2016	05/31/2016	000000528	CRC	838702	18
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A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	07/17/2016	07/31/2016	000000531	CRC	838705	21
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A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/01/2016	11/30/2016	000000535	CRC	838709	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

Date: 5/4/2021

BOX LISTING BY RECORD SERIES:

Box List Page 2 of 3

RECORDS OF: ANIMAL SERVICES/EAST VALLEY SHELTER

/DAR/13/

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/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	12/01/2016	12/31/2016	000000536		838710	26
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	01/01/2017	01/31/2017	000000537		838711	27
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	02/01/2017	02/16/2017	000000538		838712	28
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	02/17/2017	02/28/2017	000000539		838713	29
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	03/01/2017	03/31/2017	000000540		838714	30
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	04/01/2017	04/13/2017	000000541		838715	31
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	04/14/2017	04/30/2017	000000542		838716	32
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	05/01/2017	05/23/2017	000000543		838717	33
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	05/24/2017	05/31/2017	000000544		838718	34
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	06/01/2017	06/15/2017	000000545		838719	35
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	06/16/2017	07/10/2017	000000546		838720	36
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	07/11/2017	07/31/2017	000000547		838721	37
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	08/01/2017	08/28/2017	000000548		838722	38
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	08/29/2017	08/31/2017	000000549		838723	39
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	09/22/2017	10/14/2017	000000550		838724	40
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	10/15/2017	11/05/2017	000000551		838725	41
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/06/2017	12/01/2017	000000552		838726	42
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	12/02/2017	12/31/2017	000000553		838727	43
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	01/01/2018	01/31/2018	000000555		838728	44
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	02/01/2018	02/28/2018	000000556		838729	45
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	03/01/2018	03/31/2018	000000557		838730	46
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	04/01/2018	04/30/2018	000000558		838731	47
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	05/01/2018	05/31/2018	000000559		838732	48
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	06/01/2018	06/13/2018	000000560		838733	49
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	06/14/2018	06/30/2018	000000561		838734	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: [Signature]

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

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BOX LISTING BY RECORD SERIES:

Box List Page 3 of 3

RECORDS OF: ANIMAL SERVICES/EAST VALLEY SHELTER

/DAR/13/

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/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	07/01/2018	07/19/2018		000000562 CRC	838735	51
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A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	09/22/2018	10/13/2018		000000566 CRC	838739	55
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	10/14/2018	11/05/2018		000000567 CRC	838740	56
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	11/06/2018	11/30/2018		000000568 CRC	838741	57
A036. /DAR/13/	DAILY REMITTANCE REPORT (AR29A) Daily Remittance Report	AU+2	12/01/2018	12/21/2018		000000569 CRC	838742	58

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

58

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: 8

Reviewer Initials: M