

**CITY OF LOS ANGELES
 REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS**

Date: 4/12/2016

BOX SUMMARY BY RECORD SERIES:

Summary Page 1 of 1

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

SCHD ITEM NO.	Record Series Title	TOTAL RETENTION PERIOD	Total Boxes
O003.	CONTRACT AGREEMENTS	CL+3	32
O004.	CORRESPONDENCE & SUBJECT FILES	AR+2	1
O008.	GRANTS	CL+3	52
O009.	GRANT COST LEDGER (OUTSIDE)	AR+2	4
O015.	TIME OFF/COMP REQUESTS (GEN-68)	TO+2	1
O017.	WEEKLY TIMESHEETS	TO+5	31

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 121

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

121

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION

=====

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 427 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD):

[Signature]

BY (DEPT HEAD):

[Signature]

DATE:

4/12/16

CITY CLERK AUTHORIZATION:

IN ACCORDANCE WITH SECTION 12.5(D) OF THE LOS ANGELES ADMINISTRATIVE CODE AND THE MAYOR'S EXECUTIVE DIRECTIVE NO. 50, I HEREBY CERTIFY THAT THE ATTACHED REQUEST FOR AUTHORITY TO DESTROY 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 CITY CLERK STAFF HAVE REVIEWED THE REQUEST FOR HISTORICAL CONTENT AND REMOVED ANY ITEMS OF UNIQUE HISTORICAL VALUE.

BY CITY CLERK:

[Signature]

DATE:

4/14/16

DATE OF NOTIFICATION:

April 18, 2016

(Hold for 60 days from this date)

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

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
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 C-H	CL+3	7/1/2003	6/30/2004		000000046 CRC	782847	1
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 I-LO	CL+3	7/1/2003	6/30/2004		000000047 CRC	782848	2
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 V-Z	CL+3	7/1/2003	6/30/2004		000000048 CRC	782849	3
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 SA-VO	CL+3	7/1/2003	6/30/2004		000000049 CRC	782850	4
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 A-C	CL+3	7/1/2003	6/30/2004		000000050 CRC	782851	5
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY03 LO-SA	CL+3	7/1/2003	6/30/2004		000000051 CRC	782852	6
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 S-V	CL+3	7/1/2004	6/30/2005		000000052 CRC	782853	7
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 V-Z	CL+3	7/1/2004	6/30/2005		000000053 CRC	782854	8
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 A-C	CL+3	7/1/2004	6/30/2005		000000054 CRC	782855	9
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 M-S	CL+3	7/1/2004	6/30/2005		000000055 CRC	782856	10
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 C-H	CL+3	7/1/2004	6/30/2005		000000056 CRC	782857	11
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY04 H-M	CL+3	7/1/2004	6/30/2005		000000057 CRC	782858	12
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY2000 E-G	CL+3	7/1/2000	6/30/2001		000000058 CRC	782859	13
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY2000	CL+3	7/1/2000	6/30/2001		000000059 CRC	782860	14
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY2000 E-G	CL+3	7/1/2000	6/30/2001		000000060 CRC	782861	15
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY07 A-CI	CL+3	7/1/2007	6/30/2008		000000061 CRC	782862	16
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY07 CO-HA	CL+3	7/1/2007	6/30/2008		000000062 CRC	782863	17
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY07 ST-Z	CL+3	7/1/2007	6/30/2008		000000063 CRC	782864	18
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY07 HE-L	CL+3	7/1/2007	6/30/2008		000000064 CRC	782865	19
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY07 M-SO	CL+3	7/1/2007	6/30/2008		000000065 CRC	782866	20
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY06 H-Los	CL+3	7/1/2006	6/30/2007		000000066 CRC	782867	21
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY06 LOS-RO	CL+3	7/1/2006	6/30/2007		000000067 CRC	782868	22
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY09	CL+3	7/1/2009	6/30/2010		000000068 CRC	782869	23
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 A-B	CL+3	7/1/2008	6/30/2009		000000069 CRC	782870	24
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 C-E	CL+3	7/1/2008	6/30/2009		000000070 CRC	782871	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: _____

Reviewer Initials: _____

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

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
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 F-K	CL+3	7/1/2008	6/30/2009		000000071 CRC	782872	26
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 K-M	CL+3	7/1/2008	6/30/2009		000000072 CRC	782873	27
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 N-SI	CL+3	7/1/2008	6/30/2009		000000073 CRC	782874	28
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: FY08 SO-Z	CL+3	7/1/2008	6/30/2009		000000074 CRC	782875	29
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: Public Arts 1998-2005	CL+3	1/1/1998	12/31/2005		000000075 CRC	782876	30
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: Public Arts 1998-2006	CL+3	1/1/1998	12/31/2006		000000076 CRC	782877	31
O003. /CUL/01/	CONTRACT AGREEMENTS Contract Agreements: Public Arts 1998-2006	CL+3	1/1/1998	12/31/2006		000000077 CRC	782878	32
O004. /CUL/01/	CORRESPONDENCE & SUBJECT FILES Subject Files, various.	AR+2	11/1/2002	2/28/2003			816199	33
O008. /CUL/01/	GRANTS LARGE BUDGET - 00/01, 01/02, 02/03 A - Z	CL+3	7/1/2000	6/30/2003		000000001 CRC	657105	34
O008. /CUL/01/	GRANTS FESTIVAL GRANTS - N TO Y	CL+3	7/1/2002	6/30/2003		000000010 CRC	657274	35
O008. /CUL/01/	GRANTS GRANTS APPS - A TO B	CL+3	7/1/2003	6/30/2004		000000011 CRC	657275	36
O008. /CUL/01/	GRANTS GRANTS APPS - C TO D	CL+3	7/1/2003	6/30/2004		000000012 CRC	657276	37
O008. /CUL/01/	GRANTS GRANTS APPS - E TO H	CL+3	7/1/2003	6/30/2004		000000013 CRC	657277	38
O008. /CUL/01/	GRANTS GRANTS APPS - I TO L	CL+3	7/1/2003	6/30/2004		000000014 CRC	657278	39
O008. /CUL/01/	GRANTS GRANTS APPS - M TO O	CL+3	7/1/2003	6/30/2004		000000015 CRC	657279	40
O008. /CUL/01/	GRANTS GRANTS APPS - P TO S	CL+3	7/1/2003	6/30/2004		000000016 CRC	657280	41
O008. /CUL/01/	GRANTS GRANTS APPS - T TO Z	CL+3	7/1/2003	6/30/2004		000000017 CRC	657281	42
O008. /CUL/01/	GRANTS GRANTS APPS - 24TH STREET TO CALIFORNIA EAR	CL+3	7/1/2004	6/30/2005		000000018 CRC	657282	43
O008. /CUL/01/	GRANTS GRANTS APPS - CELEBRATION TO FRIAS	CL+3	7/1/2004	6/30/2005		000000019 CRC	657283	44
O008. /CUL/01/	GRANTS GRANTS APPS - A TO C	CL+3	7/1/2002	6/30/2003		000000002 CRC	657266	45
O008. /CUL/01/	GRANTS GRANTS APPS - GABRALINO/TONGVA TO JONES	CL+3	7/1/2004	6/30/2005		000000020 CRC	657284	46
O008. /CUL/01/	GRANTS GRANTS APPS - KEARNS TO MUSIC CIRCLE	CL+3	7/1/2004	6/30/2005		000000021 CRC	657285	47
O008. /CUL/01/	GRANTS GRANTS APPS - NEW TOWN TO RUGG-THORP	CL+3	7/1/2004	6/30/2005		000000022 CRC	657286	48
O008. /CUL/01/	GRANTS GRANTS APPS - SAAR TO TRIP DANCE THEATRE	CL+3	7/1/2004	6/30/2005		000000023 CRC	657287	49
O008. /CUL/01/	GRANTS COLA NO'S - LITERATURE, VISUAL, AND DESIGN	CL+3	7/1/2004	6/30/2005		000000024 CRC	657289	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: _____

Reviewer Initials: _____

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

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
O008. /CUL/01/	GRANTS GRANTS APPS - UNITY PLAYERS TO ZALOOM	CL+3	7/1/2004	6/30/2005		000000024 CRC	657288	51
O008. /CUL/01/	GRANTS COLA NO'S (VISUAL) - ARREOLA TO YOUNG	CL+3	7/1/2004	6/30/2005		000000026 CRC	657290	52
O008. /CUL/01/	GRANTS COLA NO'S PERFORMING	CL+3	7/1/2004	6/30/2005		000000027 CRC	657291	53
O008. /CUL/01/	GRANTS ARTIST IN RESIDENCE NO'S AND FESTIVAL NO'S	CL+3	7/1/2004	6/30/2005		000000028 CRC	657292	54
O008. /CUL/01/	GRANTS GRANTS APPS - AAA TO WATTS CINEMA	CL+3	7/1/2002	6/30/2003		000000003 CRC	657267	55
O008. /CUL/01/	GRANTS GRANTS APPS - CCI TO EVIDENCE ROOM	CL+3	7/1/2002	6/30/2003		000000004 CRC	657268	56
O008. /CUL/01/	GRANTS GRANTS APPS - FIRST STAGE TO ITAGATI, JAIMEA	CL+3	7/1/2002	6/30/2003		000000005 CRC	657269	57
O008. /CUL/01/	GRANTS GRANTS APPS - WEST COAST SINGERS TO ZIFF	CL+3	7/1/2002	6/30/2003		000000006 CRC	657270	58
O008. /CUL/01/	GRANTS FESTIVAL GRANTS - A TO H	CL+3	7/1/2002	6/30/2003		000000007 CRC	657271	59
O008. /CUL/01/	GRANTS FESTIVAL GRANTS - I TO L	CL+3	7/1/2002	6/30/2003		000000008 CRC	657272	60
O008. /CUL/01/	GRANTS FESTIVAL GRANTS - M TO W	CL+3	7/1/2002	6/30/2003		000000009 CRC	657273	61
O008. /CUL/01/	GRANTS LARGE BUDGET GRANT APPS: DEAF WEST THEATRE - SHAKESPEARE FESTIVAL LA	CL+3	7/1/2003	6/30/2004		000000029 CRC	733430	62
O008. /CUL/01/	GRANTS LARGE BUDGET GRANT APPS: AUTRY NATIONAL CENTER - YOUNG MUSCIAN'S FOUNDATION	CL+3	7/1/2004	6/30/2005		000000030 CRC	733431	63
O008. /CUL/01/	GRANTS GRANT APPS: 24TH STREET THEATRE - KATHY GHENOWETH	CL+3	7/1/2005	6/30/2006		000000031 CRC	733432	64
O008. /CUL/01/	GRANTS GRANT APPS: BARBARA CLARK - GRUPO DE TEATRO SINERGIA	CL+3	7/1/2005	6/30/2006		000000032 CRC	733433	65
O008. /CUL/01/	GRANTS GRANT APPS: LONNEE HAMILTON - LA FREEWAVES	CL+3	7/1/2005	6/30/2006		000000033 CRC	733434	66
O008. /CUL/01/	GRANTS GRANT APPS: LA SHORTS FEST - PAGEANTRY PRODUCTIONS NOHO CHAMBER OF COMERCE	CL+3	7/1/2005	6/30/2006		000000034 CRC	733435	67
O008. /CUL/01/	GRANTS GRANT APPS: PIANO SPHERES - SPOKEN INTERLUDES	CL+3	7/1/2005	6/30/2006		000000035 CRC	733436	68
O008. /CUL/01/	GRANTS GRANT APPS: STUDIO CITY CHAMBER OF COMMERCE - WEST COAST ENSEMBLE	CL+3	7/1/2005	6/30/2006		000000036 CRC	733437	69
O008. /CUL/01/	GRANTS GRANT APPS: WEST COAST SINGERS - ZIGGURAT THEATRE	CL+3	7/1/2005	6/30/2006		000000037 CRC	733438	70
O008. /CUL/01/	GRANTS Miscellaneous grant applicant files from FY 03-04 abd FY 04-05	CL+3	7/1/2003	6/30/2005		000000038 CRC	777223	71
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "24th - Center"	CL+3	7/1/2006	6/30/2007		000000039 CRC	777224	72
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "Center - Gay"	CL+3	7/1/2006	6/30/2007		000000040 CRC	777225	73
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "Geffen - Lace"	CL+3	7/1/2006	6/30/2007		000000041 CRC	777226	74
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "LACLA - Opera"	CL+3	7/1/2006	6/30/2007		000000042 CRC	777227	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: _____

Reviewer Initials: _____

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

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
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "Optimists -Studio"	CL+3	7/1/2006	6/30/2007		000000043 CRC	777228	76
O008. /CUL/01/	GRANTS Individual Artist, Small & Mid-sized grant applicants, "Sunset - Ziggurat"	CL+3	7/1/2006	6/30/2007		000000044 CRC	777229	77
O008. /CUL/01/	GRANTS Large Business Organization grant applicants, "Autry - Young"	CL+3	7/1/2006	6/30/2007		000000045 CRC	777230	78
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: 18TH STREET - BAMBER, J.	CL+3	7/1/2007	6/30/2009		000000078 CRC	787150	79
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: BENITA BIKE'S - EAGLE ROCK	CL+3	7/1/2007	6/30/2009		000000079 CRC	787151	80
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: EARTHWAYS - JAZZ TAP ENSEMBLE	CL+3	7/1/2007	6/30/2009		000000080 CRC	787152	81
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: KEARNS, M. - OUTFEST	CL+3	7/1/2007	6/30/2009		000000081 CRC	787153	82
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: P.I.C.C. - SOUTHWEST CHAMBER	CL+3	7/1/2007	6/30/2009		000000082 CRC	787154	83
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: STAGE OF THE ARTS - LA OPERA CO.	CL+3	7/1/2007	6/30/2009		000000083 CRC	787155	84
O008. /CUL/01/	GRANTS APPLICATION/REPORTS: LA THEATRE WORKS - YMA	CL+3	7/1/2006	6/30/2009		000000084 CRC	787156	85
O009. /CUL/01/	GRANT COST LEDGER (OUTSIDE) Payroll Reimbursement Register	AR+2	1/3/1998	12/19/1999		000000034 CRC	657101	86
O009. /CUL/01/	GRANT COST LEDGER (OUTSIDE) Payroll Reimbursement Register	AR+2	1/1/2000	12/30/2000		000000035 CRC	657102	87
O009. /CUL/01/	GRANT COST LEDGER (OUTSIDE) Payroll Reimbursement Register	AR+2	1/13/2001	12/29/2001		000000036 CRC	657103	88
O009. /CUL/01/	GRANT COST LEDGER (OUTSIDE) Payroll Reimbursement Register	AR+2	1/12/2002	11/15/2003		000000037 CRC	657104	89
O015. /CUL/01/	TIME OFF/COMP REQUESTS (GEN-68) TIME OFF/COMP. REQUEST	TO+2	12/15/2000	7/1/2001		000000009 CRC	611309	90
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	12/2/1997	4/1/1998		000000002 CRC	611302	91
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	7/19/1998	10/9/1998		000000003 CRC	611303	92
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	10/11/1998	12/19/1998		000000004 CRC	611304	93
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	4/12/1998	7/19/1998		000000005 CRC	611305	94
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	3/14/1999	5/22/1999		000000006 CRC	611306	95
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	12/20/1998	3/3/1997		000000007 CRC	611307	96
O017. /CUL/01/	WEEKLY TIMESHEETS FULL TIME/PART TIME TIMESHEETS	TO+5	10/17/2000	3/10/2001		000000008 CRC	611308	97
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	5/22/1999	7/17/1999		000000010 CRC	657077	98
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	7/31/1999	10/9/1999		000000011 CRC	657078	99
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	10/23/1999	1/1/2000		000000012 CRC	657079	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: _____

Reviewer Initials: _____

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

BOX LISTING BY RECORD SERIES:

RECORDS OF: CULTURAL AFFAIRS/ADMINISTRATION

/CUL/01/

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
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	1/15/2000	3/25/2000		00000013 CRC	657080	101
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	4/8/2000	7/1/2000		00000014 CRC	657081	102
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time and As Needed Time sheets	TO+5	7/15/2000	10/7/2000		00000015 CRC	657082	103
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	10/21/2000	2/10/2001		00000016 CRC	657083	104
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	2/24/2001	6/30/2001		00000017 CRC	657084	105
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time Time sheets	TO+5	3/10/2001	5/5/2001		00000018 CRC	657085	106
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time Time sheets	TO+5	5/19/2001	12/15/2001		00000019 CRC	657086	107
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	7/14/2001	10/20/2001		00000020 CRC	657087	108
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	10/20/2001	3/9/2002		00000021 CRC	657088	109
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	3/23/2002	7/13/2002		00000022 CRC	657089	110
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	7/27/2002	11/15/2002		00000023 CRC	657090	111
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time Time sheets	TO+5	1/12/2002	8/24/2002		00000024 CRC	657091	112
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time sheets and Part Time Time sheets	TO+5	9/7/2002	12/28/2002		00000025 CRC	657092	113
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time sheets and Part Time Time sheets	TO+5	1/11/2003	3/22/2003		00000026 CRC	657093	114
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time sheets and Part Time Time sheets	TO+5	4/5/2003	6/28/2003		00000027 CRC	657094	115
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time Sheets	TO+5	7/12/2003	2/7/2004		00000028 CRC	657095	116
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	7/26/2003	2/27/2004		00000029 CRC	657096	117
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time sheets	TO+5	2/21/2004	6/26/2004		00000030 CRC	657097	118
O017. /CUL/01/	WEEKLY TIMESHEETS AS Needed Time Sheets	TO+5	2/21/2004	6/26/2004		00000031 CRC	657098	119
O017. /CUL/01/	WEEKLY TIMESHEETS Full Time Sheets	TO+5	7/10/2004	2/19/2005		00000032 CRC	657099	120
O017. /CUL/01/	WEEKLY TIMESHEETS As needed time sheets	TO+5	7/10/2004	2/19/2005		00000033 CRC	657100	121

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

121

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: _____

Reviewer Initials: _____