

DOCUMENT  
TYPE

APPLICATION

FILE NUMBER

87:082

COUNTY

JO DAVIESS

CITY/TOWNSHIP

Galena

OFFICE

County Clerk and Recorder

Doc Part #

002

APPLICATION FOR AUTHORITY TO  
DISPOSE OF LOCAL RECORDS

(CONTINUATION SHEET)

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
193.	<u>PETITIONS AND COMMUNICATIONS TO COUNTY BOARD</u>  Dates: 1925 - Volume: 2 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by month  Recommendation: Retain one year and dispose of. <u>THOSE RELATING TO LAND DEDICATIONS, ANNEXATIONS, AND STREET AND ALLEY VACATIONS: Retain permanently.</u>
194.	<u>PETITION AND ORDER TO FORM PARK DISTRICT</u>  Dates: 1971 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Alphabetical by subject  Recommendation: Retain permanently.
195.	<u>PREVAILING WAGE RATES</u>  Dates: 1977 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain five years following up-date and dispose of.
196.	<u>PUBLIC NOTICE (U.S. Army Corps of Engineers)</u>  Dates: 1979 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain one year and dispose of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
197.	<u>RABIES REPORT TO STATE (statistical)</u>  Dates: 1980 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain five years and dispose of.
198.	<u>REAL ESTATE RECORDS (county property - deeds, abstracts of title, certificate of survey, etc.)</u>  Dates: 1963 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Alphabetical by subject  Recommendation: Retain permanently.
199.	<u>RECEIPTS FOR CERTIFIED MAIL</u>  Dates: 1980 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Alphabetical by subject  Recommendation: Retain two years and dispose of.
200.	<u>RECEIPT FOR PROOF OF PUBLICATION</u>  Dates: 1968 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain one year and dispose of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
201.	<p data-bbox="269 415 1117 445"><u>RECORDER'S RECORD OF RECEIPTS FROM RECORDING (ledger)</u></p> <p data-bbox="269 483 925 609">Dates: 1964 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Numerical by receipt number</p> <p data-bbox="269 642 1081 672">Recommendation: Retain seven years and dispose of.</p>
202.	<p data-bbox="269 739 607 768"><u>REPORTS OF COMMITTEES</u></p> <p data-bbox="269 806 847 932">Dates: 1931 - Volume: 18 cu. ft. Annual Accumulation: <math>\frac{1}{2}</math> cu. ft. Arrangement: Chronological by month</p> <p data-bbox="269 966 1360 1024">Recommendation: Retain two years and dispose of, if incorporated in minute books.</p>
203.	<p data-bbox="269 1092 753 1121"><u>REPORT OF COMMUNICABLE DISEASE</u></p> <p data-bbox="269 1159 847 1285">Dates: 1922 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by month</p> <p data-bbox="269 1318 1068 1348">Recommendation: Retain five years and dispose of.</p>
204.	<p data-bbox="269 1415 737 1444"><u>REPORT OF SALE OF SCHOOL LAND</u></p> <p data-bbox="269 1482 831 1608">Dates: 1845 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="269 1642 844 1671">Recommendation: Retain permanently.</p>

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205.	<u>REPORT OF SCHOOL COMMISSIONERS</u>  Dates: 1842 - 1890 Volume: Negligible Annual Accumulation: Obsolete Arrangement: Chronological by year  Recommendation: Retain permanently.
206.	<u>REQUEST FOR INFORMATION (Uniform Commercial Code)</u>  Dates: 1985 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain two years and dispose of.
207.	<u>RESOLUTIONS (county board)</u>  Dates: 1915 - Volume: $\frac{1}{2}$ cu. ft. Annual Accumulation: Negligible Arrangement: Alphabetical by subject  Recommendation: Retain sixty days and dispose of, if incorporated in minute books.
208.	<u>ROAD PAPERS (inspections)</u>  Dates: 1852 - 1853 Volume: Negligible Annual Accumulation: Obsolete Arrangement: Chronological by year  Recommendation: Accumulation may be disposed of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
209.	<p><u>ROLL CALL (supervisor's record)</u></p> <p>Dates: 1931 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by month</p> <p>Recommendation: Retain one year and dispose of if recorded in minute book.</p>
210.	<p><u>STALLION CERTIFICATE</u></p> <p style="text-align: right;">Item 210 amended by LRC - 8/7/96</p> <p>Dates: 1894 only Volume: Negligible Annual Accumulation: Obsolete Arrangement: Numerical by certificate number</p> <p>Recommendation: <del>Accumulation may be discontinued</del> Retain until incorporated in register of stallions, then dispose of.</p>
211.	<p><u>STATE OF ILLINOIS MONTHLY COUNTY INDEX OF BIRTHS</u></p> <p>Dates: 1951 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by month</p> <p>Recommendation: Retain until entered on county index of birth and dispose of.</p>
212.	<p><u>SURVEY FOR PREVAILING WAGE FOR CONSTRUCTION</u></p> <p>Dates: 1977 - Volume: <math>\frac{1}{2}</math> cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain one year and dispose of.</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
213.	<p><u>TRANSMITTAL OF ILLINOIS AGRICULTURAL STATISTICS BOOKS</u></p> <p>Dates: 1962 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain two years and dispose of.</p>
214.	<p><u>GARNISHMENT (assignment of wages)</u></p> <p>Dates: 1983 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years after garnishment is paid and dispose of.</p>
215.	<p><u>ILLINOIS MUNICIPAL RETIREMENT FUND RECORDS (report of retirement deductions, state reports, etc.)</u></p> <p>Dates: 1951 - Volume: 3½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: <del>Retain seven years and dispose of</del> SEE BACK OF PAGE FOR AMENDED RECOMMENDATION.</p>
216.	<p><u>INDIVIDUAL EARNINGS RECORDS</u></p> <p>Dates: 1944 - Volume: 2½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: <del>Retain permanently</del> SEE BACK OF PAGE FOR AMENDED RECOMMENDATION</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
217.	<p><u>OFFICER'S RETIREMENT SYSTEM RECORD BOOK</u></p> <p>Dates: 1941 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain sixty years and dispose of.</p>
218.	<p><u>PAYROLL RECORDS AND JOURNALS</u></p> <p>Dates: 1957 - Volume: 4 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years and dispose of.</p>
219.	<p><u>PERSONNEL FILES</u></p> <p style="text-align: right;">Item 219 amended by LRC - 8/7/96</p> <p>Dates: 1982 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Alphabetical by employee</p> <p>Recommendation: <del>Revert to file/years following termination of employment and dispose of individual work history and payroll records permanently</del></p> <p style="text-align: center;">SEE BACK OF PAGE FOR AMENDED RECOMMENDATION</p>
220.	<p><u>RESIGNATIONS</u></p> <p style="text-align: right;">Item 220 amended by LRC - 8/7/96</p> <p>Dates: 1907 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: <del>Revert permanently</del> Retain for five (5) years after termination of employment, then dispose of.</p>



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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
221.	<u>WITHHOLDING TAX RECORDS (state and federal)</u>  Dates: 1945 - Volume: 1½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of. <u>W'4's</u> : Retain five years following termination of employment or until superseded by new W'4's.
222.	<u>ABSTRACTS OF ASSESSMENTS AND VALUATIONS, LOCATION OF RIGHT-OF-WAY AND IMPROVEMENTS THEREON</u>  Dates: 1913 - Volume: 3 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain ten years and dispose of.
223.	<u>ABSTRACT OF FILED CHATTEL MORTGAGES</u>  Dates: 1938 - 1962 Volume: ½ cu. ft. Annual Accumulation: Obsolete Arrangement: Chronological by year  Recommendation: <del>Retain/retainable</del> Accumulation may be disposed of.
224.	<u>ABSTRACT OF FOOTINGS</u>  Dates: 1913 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain permanently.

Item 223 amended by LRC - 8/7/96

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
225.	<u>ASSESSOR'S BOOKS</u>  Dates: 1962 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain five years and dispose of.
226.	<u>BACK TAX LEDGERS</u>  Dates: 1948 - Volume: $\frac{1}{2}$ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.
227.	<u>CAPITAL STOCK ASSESSMENTS</u>  Dates: 1924 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.
228.	<u>CERTIFICATES OF ERROR</u>  Dates: 1959 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain two years and dispose of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
229.	<u>CERTIFICATE OF FINAL SETTLEMENT</u>  Dates: 1927 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.
230.	<u>CERTIFICATES OF TAX LEVIES AND TAX LEVY ORDINANCES (from taxing districts)</u>  Dates: 1917 - Volume: 10 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.
231.	<u>CERTIFICATION OF ASSESSMENTS OF RAILROAD PROPERTY</u>  Dates: 1924 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain five years and dispose of.
232.	<u>CERTIFICATION OF FAIR CASH VALUE OF ASSESSED PROPERTY (Illinois Department of Revenue)</u>  Dates: 1953 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain two years and dispose of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
233.	<p><u>CERTIFICATION OF PERCENTAGE ADDED TO ASSESSED VALUATION</u> <u>(Illinois Department of Revenue)</u></p> <p>Dates: 1953 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain two years and dispose of.</p>
234.	<p><u>CHATTEL MORTGAGES AND RELEASES</u></p> <p>Dates: 1940 - 1962 Volume: 31½ cu. ft. Annual Accumulation: Obsolete Arrangement: Alphabetical by mortgagee</p> <p>Recommendation: Accumulation may be disposed of.</p>
235.	<p><u>CHATTEL MORTGAGE RECORD BOOKS</u></p> <p>Dates: 1881 - 1962 Volume: 13½ cu. ft. Annual Accumulation: Obsolete Arrangement: Numerical by mortgage number</p> <p>Recommendation: Accumulation may be disposed of.</p>
236.	<p><u>COUNTY CLERK'S CERTIFICATE OF JOINT VALUATIONS, COUNTY CLERK'S</u> <u>CERTIFICATE OF ASSESSED VALUATION</u></p> <p>Dates: 1954 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain two years and dispose of provided information has been recorded in tax valuation rate book.</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
237.	<p><u>COUNTY TAX REPORTED AND COLLECTED--COUNTY RETAILER'S OCCUPATIONAL TAX</u></p> <p>Dates: 1932 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by month</p> <p>Recommendation: Retain one year and dispose of.</p>
238.	<p><u>DELINQUENT TAX LISTS</u></p> <p>Dates: 1845 - Volume: 4½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain two years and dispose of.</p>
239.	<p><u>DELINQUENT TAX LIST BOOKS</u></p> <p>Dates: 1843 - Volume: 6 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain permanently.</p>
240.	<p><u>DETAILED STATEMENT OF RAILROAD PROPERTY (railroad assessments)</u></p> <p>Dates: 1913 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain permanently.</p>

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241.	<u>DOCKETS OF LIENS AND INDEX</u>  Dates: 1921 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Numerical by lien number, alphabetical by individual  Recommendation: Retain permanently.
242.	<u>DOCKETS OF RATES AND TAXES</u>  Dates: 1887 - Volume: 1½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.
243.	<u>DUPLICATE TAX RECEIPTS</u>  Dates: 1878 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain three years and dispose of.
244.	<u>FARM REAL ESTATE TAXES LEVIED (U.S. Department of Agriculture report)</u>  Dates: 1951 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
245.	<p><u>FINAL EQUALIZED ASSESSED VALUATION FROM STATE OF ILLINOIS</u></p> <p>Dates: 1924 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain three years and dispose of.</p>
246.	<p><u>FIVE MONTH TAKE NOTICES AND RECEIPTS FOR REGISTERED MAIL</u></p> <p>Dates: 1980 - Volume: 1½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain three years after final settlement and dispose of.</p>
247.	<p><u>JUDGEMENT ORDERS</u></p> <p>Dates: 1964 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain three years following settlement and dispose of.</p>
248.	<p><u>LIEN INDEX BOOKS</u></p> <p>Dates: 1933 - Volume: 1½ cu. ft. Annual Accumulation: Negligible Arrangement: Alphabetical by individual</p> <p>Recommendation: Retain permanently.</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
249.	<u>LIST OF LANDS FOR TAXATION (tax books)</u>  Dates: 1833 - Volume: $\frac{1}{2}$ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain permanently.
250.	<u>MEMORANDUM OF JUDGEMENT/LIS PENDENS</u>  Dates: 1966 - Volume: 2 cu. ft. Annual Accumulation: Negligible Arrangement: Alphabetical by defendant  Recommendation: Retain five years and dispose of.
251.	<u>MOTOR FUEL TAX (M.F.T.) ALLOTMENT NOTICES</u>  Dates: 1971 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by month  Recommendation: Retain three years and dispose of.
252.	<u>M.F.T. ALLOTMENT RECORD</u>  Dates: 1953 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain seven years and dispose of.



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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
253.	<p data-bbox="267 400 1161 436"><u>M.F.T RECORDS (claims, expenditure authorizations, etc.)</u></p> <p data-bbox="267 468 828 595">Dates: 1970 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="267 627 1079 663">Recommendation: Retain seven years and dispose of.</p>
254.	<p data-bbox="267 734 1177 770"><u>NOTICE OF EXTENSION OF PERIOD OF REDEMPTION FROM TAX SALE</u></p> <p data-bbox="267 798 828 925">Dates: 1958 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="267 957 1356 993">Recommendation: Retain three years after settlement and dispose of.</p>
255.	<p data-bbox="267 1053 893 1089"><u>OBJECTIONS TO APPLICATION FOR JUDGEMENT</u></p> <p data-bbox="267 1117 828 1244">Dates: 1984 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="267 1276 1421 1312">Recommendation: Retain three years following settlement and dispose of.</p>
256.	<p data-bbox="267 1372 1209 1451"><u>ORDER TO COUNTY CLERK FROM BOARD OF REVIEW TO LIST TAXES IN COLLECTOR'S BOOKS</u></p> <p data-bbox="267 1478 828 1606">Dates: 1960 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="267 1638 1291 1717">Recommendation: Retain two years after recording in collector's books and dispose of.</p>

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257.	<p data-bbox="269 428 1295 457"><u>ORDER TO COUNTY COLLECTOR TO RECEIVE TAXES ON FORFEITED PROPERTY</u></p> <p data-bbox="269 493 831 621">Dates: 1935 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="269 657 1084 686">Recommendation: Retain seven years and dispose of.</p>
258.	<p data-bbox="269 751 704 781"><u>RAILROAD LAND AND TAX BOOKS</u></p> <p data-bbox="269 816 831 945">Dates: 1895 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="269 980 844 1010">Recommendation: Retain permanently.</p>
259.	<p data-bbox="269 1073 959 1102"><u>REAL ESTATE CONVEYANCE FILES (clerk's copy)</u></p> <p data-bbox="269 1138 831 1266">Dates: 1953 - Volume: 2½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="269 1302 844 1331">Recommendation: Retain permanently.</p>
260.	<p data-bbox="269 1394 737 1423"><u>RECORD OF LIENS UPON CHATTELS</u></p> <p data-bbox="269 1459 880 1587">Dates: 1922 - 1962 Volume: Negligible Annual Accumulation: Obsolete Arrangement: Numerical by lien number</p> <p data-bbox="269 1623 1052 1652">Recommendation: Accumulation may be disposed of.</p>

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261.	<p data-bbox="272 415 768 447"><u>STATE PROPERTY TAX APPEAL BOARD</u></p> <p data-bbox="272 478 833 611">Dates: 1974 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="272 642 1328 709">Recommendation: Retain ten years after information is transferred to property record card and dispose of.</p>
262.	<p data-bbox="272 772 1295 835"><u>STATEMENT OF EXEMPTION--UNDER REAL ESTATE TRANSFER TAX ACT, REAL ESTATE TRANSFER DECLARATIONS</u></p> <p data-bbox="272 867 833 999">Dates: 1968 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="272 1031 1052 1062">Recommendation: Retain two years and dispose of.</p>
263.	<p data-bbox="272 1129 930 1161"><u>STATEMENT OF PARTIAL AND FINAL SETTLEMENT</u></p> <p data-bbox="272 1192 833 1325">Dates: 1925 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="272 1356 1084 1388">Recommendation: Retain seven years and dispose of.</p>
264.	<p data-bbox="272 1451 1255 1482"><u>STATEMENT OF VALUATIONS IN DISTRICTS UNION (joint valuations)</u></p> <p data-bbox="272 1514 833 1646">Dates: 1928 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p data-bbox="272 1677 1393 1738">Recommendation: Retain two years and dispose of providing information has been recorded in tax valuation rate book.</p>

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265.	<p><u>SUPPLEMENTAL INDENTURES (chattel mortgages)</u></p> <p>Dates: 1956 - 1967 Volume: <math>\frac{1}{2}</math> cu. ft. Annual Accumulation: Obsolete Arrangement: Numerical by mortgage number</p> <p>Recommendation: Accumulation may be disposed of.</p>
266.	<p><u>TAKE NOTICE LEDGERS</u></p> <p>Dates: 1983 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years from date of last entry and dispose of.</p>
267.	<p><u>TAX ABATEMENTS</u></p> <p>Dates: 1962 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years and dispose of.</p>
268.	<p><u>TAX ANTICIPATION WARRANTS</u></p> <p>Dates: 1931 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years and dispose of.</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
269.	<p><u>TAX DEED APPLICATION RECORDS (affidavits, applications, petitions, orders, newspaper publications, etc.)</u></p> <p>Dates: 1852 - Volume: 2 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain permanently.</p>
270.	<p><u>TAX EXEMPTION APPROVALS/DENIALS FROM ILLINOIS DEPARTMENT OF REVENUE</u></p> <p>Dates: 1955 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain two years and dispose of.</p>
271.	<p><u>TAX EXTENSION RECORDS</u></p> <p>Dates: 1943 - Volume: 1½ cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain seven years and dispose of.</p>
272.	<p><u>TAX FORECLOSURE DEEDS</u></p> <p>Dates: 1867 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain permanently.</p>

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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
273.	<p><u>TAX JUDGEMENT, SALE, REDEMPTION AND FORFEITURE RECORD</u></p> <p>Dates: 1880 -  Volume: 15 cu. ft.  Annual Accumulation: Negligible  Arrangement: Chronological by year</p> <p>Recommendation: Retain permanently.</p>
274.	<p><u>TAX LIENS (federal, state, etc.), MECHANICS LIENS, NOTICE, CERTIFICATE OF RELEASE</u></p> <p style="text-align: right;">Item 274 amended by LRC - 8/7/96</p> <p>Dates: 1933 -  Volume: 3½ cu. ft.  Annual Accumulation: Negligible  Arrangement: Numerical by lien number</p> <p>Recommendation: <del>Keep/one/year/after/settlement/for/ALABAMA/AAA/discard/for/very/long/a/period/for/keep/permanently/for/INDEX/book/</del> SEE BACK OF PAGE FOR AMENDED RECOMMENDATION.</p>
275.	<p><u>TAX OBJECTIONS, TAXES PAID UNDER PROTEST</u></p> <p>Dates: 1883 -  Volume: 3½ cu. ft.  Annual Accumulation: Negligible  Arrangement: Chronological by year</p> <p>Recommendation: Retain three years following settlement and dispose of.</p>
276.	<p><u>TAX PURCHASER'S NOTICES</u></p> <p>..... SEE BACK OF  ..... PAGE FOR AMENDED RECOMMENDATION.</p> <p>Dates: 1880 -  Volume: Negligible  Annual Accumulation: Negligible  Arrangement: Chronological by year</p> <p>Recommendation: Retain three years and dispose of.</p>

# APPLICATION FOR AUTHORITY TO DISPOSE OF LOCAL RECORDS

(CONTINUATION SHEET)


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ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
277.	<p><u>TAX RECORDS--COMPUTER PRINTOUTS (tax muster, delinquent tax list, rates and levies, etc.)</u></p> <p style="text-align: right;">Item 277 amended by LRC - 8/7/96</p> <p>Dates: 1981 - Volume: 2 cu. ft. Annual Accumulation: <math>\frac{1}{2}</math> cu. ft. Arrangement: Chronological by year</p> <p>Recommendation: <del>Retain in some form for seven years and dispose of working copies/duplicates. Retain until administrative use is complete and dispose of.</del> Retain for 7 years, then dispose of. Retain duplicate reports from county treasurer for 2 years, then dispose of.</p>
278.	<p><u>TAX REDEMPTION REPORT WORKSHEETS</u></p> <p>Dates: 1969 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by day</p> <p>Recommendation: Retain two years and dispose of.</p>
279.	<p><u>TAX REDEMPTION STUBS</u></p> <p>Dates: 1928 - Volume: <math>\frac{1}{2}</math> cu. ft. Annual Accumulation: Negligible Arrangement: Numerical by certificate number</p> <p>Recommendation: Retain seven years and dispose of.</p>
280.	<p><u>TAX SALE CERTIFICATES OF PURCHASE</u></p> <p>Dates: 1863 - Volume: <math>2\frac{1}{2}</math> cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year</p> <p>Recommendation: Retain three years after purchase and dispose of.</p>

APPLICATION FOR AUTHORITY TO  
DISPOSE OF LOCAL RECORDS

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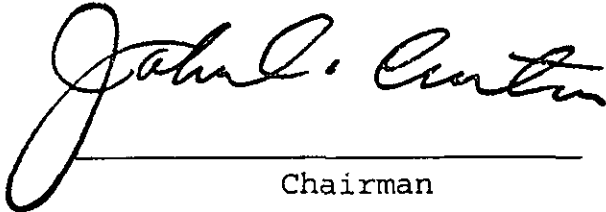
ITEM NO.	DESCRIPTION OF ITEMS OR RECORD SERIES
281.	<u>TAX SALE CERTIFICATES OF PURCHASE (copies)</u>  Dates: 1983 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain two years and dispose of.
282.	<u>TAX SALE RECORD BOOKS AND LEDGERS</u>  Dates: 1846 - Volume: Negligible Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain permanently.
283.	<u>TAX VALUATION BOOKS</u>  Dates: 1914 - Volume: 1 cu. ft. Annual Accumulation: Negligible Arrangement: Chronological by year  Recommendation: Retain ten years and dispose of. -----  <b>The following item 284 was added to Application 87:82 and approved by the Local Records Commission on September 3, 1996.</b>   _____ <b>Chairman</b>
284.	<u>PAYROLL COMPUTER REPORTS (COPIES FROM COUNTY TREASURER)</u>  Dates: 1981- Volume: 7 Cu. Ft. Annual Accumulation: ½ Cu. Ft. Arrangement: Chronological  Recommendation: Retain for two (2) years, then dispose of.



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ITEM NO.	DESCRIPTION OF ITEMS OR RECORDS SERIES
285.	<p data-bbox="337 386 1438 491">The following items #285 and 286 were added to Application 87:082 and approved by the Local Records Commission on November 3, 2010.</p> <div data-bbox="818 512 1419 722"> Chairman</div> <p data-bbox="337 751 1378 783"><u>APPLICATIONS FOR BIRTH, DEATH AND MARRIAGE CERTIFICATES</u></p> <p data-bbox="337 827 1006 968">Dates: 1990- Volume: 1 Cu. Ft. Annual Accumulation: Negligible Arrangement: Chronological</p> <p data-bbox="337 1005 1463 1037">Recommendation: Retain for two (2) years, then dispose of.</p>
286.	<p data-bbox="337 1081 717 1113"><u>COUNTY BOARD PACKETS</u></p> <p data-bbox="337 1155 1006 1295">Dates: 1986- Volume: 40 Cu. Ft. Annual Accumulation: 2 Cu. Ft. Arrangement: Chronological</p> <p data-bbox="337 1333 1240 1402">Recommendation: Retain one copy of each packet permanently.</p>