RECORDS DISPOSAL CERTIFICATE SUPPLEMENTAL PAGE

APPLICATION NO.: 03-002C

COUNTY: Cook

FROM: MWRDGC - Finance Dept
(Agency, Division)

APPLICATION ITEM NO.	RECORD SERIES TITLE	INCLUSIVE DATES	VOLUME OF RECORDS (Cu. Ft. or MB/GB)
	Finance Department - continued		
220	Fixed Asset System Report	2012	NEG
221	Grants Report monthly award activity summary	2016	NEG
222	Internal Audit Documents (Work Papers)	2017	NEG
223	Journal Entries and Working Ledger Sheets	2019	NEG
224	Minutes copies - Retain Orginals permanently	2018	NEG
226	Open Order Report	2012	NEG
227	Overtime & Holiday Time Earned Reports	2017	NEG
228	Paid Bills & Invoices with Purchase Order Copies	2012	NEG
229	Payment Vouchers	2012	28.8 Cu. Ft.
230	Payroll date Books - Biweekly	2017	NEG
231	Payroll Distribution System Annual Report	2012	10.8 Cu. Ft.
232	Payroll Exceptions/Adjustments	2017	NEG
233	Payroll Report Research & Development Section	1986	NEG
234	Project Cost Accounting Edits and Updates	2017	NEG
235	Project Cost Analysis Reports	2012	NEG
236	Real Estate Rental Reports monthly	2017	NEG
237	Sick & Vacation Report	1986	NEG
238	Treasurer's Report (monthly)	2017	NEG
239	Unit Cost System aka Cost Measurement System	1987	NEG
240	Unsuccessful Contracts & Bids	2016	NEG
241	User Charge BIllings	2012	24.0 Cu. Ft.
242	User Charge Reports	2012	NEG
243	Vendor Payment Register - Annual Report	2012	NEG
244	Year-To-Date Employee Earnings	2018	NEG
245	General and Administrative Correspondence	2018	4.8 Cu. Ft.