

Remington
ARMED

FOR REMINGTON USE ONLY

RECORDS CONTROL SCHEDULE

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Date February, 1981

Record Category, Title, or Description	Copy	Location or Principal Responsibility	Total Retention
FINISHED PRODUCT DISTRIBUTION EXPENSE STATEMENTS	☐	FINANCE	3 YEARS
FINISHED PRODUCT TO WAREHOUSE	☒	ANYWHERE	MAX. 3 YEARS
FIREARMS TRANSACTION RECORDS	☒	ANYWHERE	MAX. 3 YEARS
FIXED ASSETS	☐	PLANT SITE	LIFE OF COMPANY
- ABANDONMENTS IN PLACE	☐	FINANCE	1 YEAR
- APPRAISALS - PLANT	☐	FINANCE	UNTIL SUPERSEDED
- CODE MANUAL	☒	ANYWHERE	2 YEARS
	☐	FINANCE	PERMANENT
- REQUEST FOR CODE CHANGES (Form G-461)	☒	ANYWHERE	MAX. 2 YEARS AFTER SUPERSEDED
	☐	FINANCE	UFTA/50 YEARS*
	☒	ANYWHERE	MAX. 2 YEARS

*Filed with fixed asset vouchers.