

Remington

SUPPLY

FOR REMINGTON USE ONLY

RECORDS CONTROL SCHEDULE

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Record Category, Title, or Description	Copy	Location or Principal Responsibility	Total Retention
AGREEMENTS AND CORRESPONDENCE (Cont'd.)			
- ALL OTHER AGREEMENTS/CONTRACTS (INCLUDING GOVERNMENT)	O	ANYWHERE	6 YEARS AFTER TERMINATION
	X	ANYWHERE	MAX. UNTIL TERMINATED
AIRCRAFT FLIGHT CONFIRMATIONS	O	FINANCE	UFTA/2 YEARS
- OPERATIONS INFORMATION	O	FINANCE	1 YEAR
ALCOHOL PERMITS	O	FINANCE	5 YEARS AFTER TERMINATION OF LICENSED OPERATION
AMMUNITION TRANSACTION RECORDS	O	PLANT SITE	3 YEARS AFTER SALE OR DISPOSAL
ANALYTICAL LABORATORY RECORDS, REPORTS & TEST RESULTS	O	ANYWHERE	UNTIL SUPERSEDED OR OBSOLETE
	X	ANYWHERE	UNTIL SUPERSEDED OR OBSOLETE
ANNUAL STATISTICS TO WILMINGTON	OX	ANYWHERE	5 YEARS
ASSOCIATION & MEMBERSHIP RECORDS			
- CERTIFICATES OF MEMBERSHIP	O	ANYWHERE	UNTIL TERMINATED
- CORRESPONDENCE, REPORTS, WORKING PAPERS	OX	ANYWHERE	MAX. 3 YEARS

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BARBER - PRESALE R 0109521

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