Request for Records Disposal or Transfer Authorization RM60

INTITY	Y:Glendiv	e City C	ourt	PHONE: 406-377-3131				E	E-MAIL:wendy.weinberger@mt.gov					
CONTACT: Wendy Weinberger														
DDR	ESS: 312 S	S Merri	ill Ave.]					DISPOSAL NUMBER: 2022-005					
			D FORM TO: SOSLocalGovtRecCom@r			Local Gov	vern	imen	t Reco	rds Co	mmittee, c/o I	Department of		
Admir			overnment Services, P.O. Box 200547, H he local government entity must determine			stial or se	ncit	ivo a	nd mai	rk acco	erdingly			
Schedule #	*Confide	# #	Description of Records (Include description from schedule along with t case # or other identifying information pertiner		Inclusive Dates		*		Disposal Approval (Committee only)		Agency Comments	Audit History or Committee Comments		
			to your office)		MONTH AND YEAR From To	10 Year Rule	Yes No	No						
4	4		Example: Bank Statements	2	10/2001	10/2002		x	x				1	
8	32	MR13	Example: Commission Records-Minutes		01/1950	10/1990		x	x		Microfilmed		I	
12	41e	144	Example: Marriage Licenses		08/1907	09/1972		x		x			1	
10	3.1A	8	Felony Charges - Bound Over to D	District Court	07/2012	09/2012						Retain 10 years afte	er c	
10	3.1J	9	Parking Offenses		07/2012	09/2012						Retain 5 years after clo	sin	
10	3.1K	9	All Misdemeanors Not Listed - Citations	s/Complaints	07/2012	09/2012						Retain 10 years after o	los	
10	3.3	9	Search Warrants		07/2012	09/2012						Retain 10 years from dismissi final judgment becomes upen	force	
10	4.1B	10	Orders of Protection	hi i	07/2012	09/2012						etain 10 years from denial, dism te order expires.	ssa	
10	4.1C	10	Civil Infractions - Citation	วทร	07/2012	09/2012						Retain 10 years from dismissal final judgment becomes unenfo	or d	
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In accordance with 2-6-1202, 7-5-2132, 7-5-4124 and 20-1-212 and upon the disposal request are not subject to any litigation, legal or regulatory hold, an	order of the governing body	, we the ur	ndersigned affirm the reco	ords listed on this								
disposal request are not subject to any litigation, legal or regulatory hold, and any financial records listed have been audited. See Notification on Central Registry (Ten Year Rule) below. Typed name below is acceptable as the signature.												
Authorized Local Government Representative: Name: Kerry Burman	Date: 10/04/2022	Phone:										
Title: City Judge Records Custodian: Name: Wendy Weinberger Title: City Court Clerk	Date: 10/04/2022	Phone:	406-377-3131									
LOCAL GOVERNMENT SUBCOMMITTEE SIGNATURES REQUIRED FOR DISPOSAL APPROVAL												
Department of Administration Committee Member:Name:Daniel Bradford ObrienSignature:Daniel Bradford	Date:	10/6/2022										
Montana Historical Society Committee Member: Name: Richard R. Aarstad Signature:	Date:	11/02/2022										
Local Government Committee Member: Name: Signature:	Date:	Date: 10/18/2022										
NOTIFICATION ON CENTRAL REGISTRY Per MCA 2-6-1205, public records listed on this form that more than ten (10) years old and are approved for disposal may not be destroyed until they have been listed on a central registry and offered to various agencies and the public for 60 days.												
Request for Records Disposal or Transfer Authorization have been listed Completed by Name: Signature:		Unclaimed records m days after this date:	ay be disposed 60 12/12/2022									
TEN YEAR RULE:												
Public records more than ten (10) years old approved for destruction may not be destroyed for 60 days after the date listed on the central registry.												
Certificate of Transfer/Destruction/Disposition Comments												
I hereby attest that I have destroyed, transferred or retained records as designated by the Local Government Subcommittee. If transferred, I have												
noted in the "Comments" field above, the entity to which the records have been relocated.												
Name: Title: Date: Signature:												

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