

MINNESOTA STATE ARCHIVES AND RECORDS SERVICE
117 University Avenue, St. Paul 1, Minnesota

APPLICATION FOR AUTHORITY TO DESTROY PUBLIC RECORDS

<p>1. TO: Minnesota State Archives Commission</p> <p>2. FROM: <u>Secretary of State</u> <u>Corporation</u> <small>Department or agency</small> <small>Division or section</small></p> <p>3. Space occupied by records: <u>108</u> cubic feet approximately.</p> <p>4. Location of records: <u>117 University Avenue</u></p> <p>5. Laws other than M.S. 138.17 which relate to the destruction or safekeeping of the records: <u>None</u></p> <p>6. I certify that the records listed in this application are accurately described, and that they have no further administrative, legal or fiscal value for this agency.</p> <p><i>Joseph L. Agnew</i> 1-17-69 <small>Department head or authorized signature</small> <small>Date</small></p>	DO NOT USE THIS SPACE
	Application No. <u>69-68</u>
	Date received: <u>1-20-69</u>
	The records listed in the application are not needed for post audit purposes.
	<i>W. E. Nelson</i> 1-21-69 <small>Public Examiner Dept.</small> <small>Date</small>
	APPROVALS:
<i>Robert A. Whitaker</i> 1-21-69 <small>Public Examiner Douglas M. Head</small> <small>By</small> <small>Date</small>	
<i>Burrell W. Snow</i> 1-24-69 <small>Attorney General</small> <small>Date</small>	
<i>[Signature]</i> 2/4/69 <small>State Auditor</small> <small>Date</small>	
<i>[Signature]</i> 2/4/69 <small>Director, Minnesota Historical Society</small> <small>Date</small>	
<p><i>[Signature]</i> FEB 13 1969 <small>Commissioner of Administration</small> <small>Date</small> <small>Chairman, State Archives Commission</small></p>	

Under authority of Minnesota Statutes, Section 138.17, it is hereby ordered that the records listed in this application be destroyed.

ADDENDUM:

DO NOT USE THIS SPACE

The agency of origin has certified that the records described on this form have ceased to have sufficient value to warrant further retention.

The records for which disposal authority is requested do not have sufficient value for historical or other research, functional documentation, or the protection of individual rights or the rights of the government to warrant permanent retention by the State of Minnesota.

I recommend the approval of this request and the destruction of the records. Unless there are administrative reasons to the contrary, the records should be sold for salvage.

Franklin W. Burch
Franklin W. Burch
State Archivist and
Records Administrator
January 16, 1969

20633

INSTRUCTIONS FOR COMPLETING THIS PORTION OF THE APPLICATION

List each type or group of records as a separate item. Describe accurately, including titles and form numbers. Give a brief statement about the activity to which each record or group relates, its purpose or function. State whether the records are originals or copies, and whether the information which they contain is duplicated or summarized elsewhere. Give earliest and latest dates for each record type or group to be destroyed.

ITEM NO.	DESCRIPTION OF RECORDS	INCLUSIVE DATES
1.	Affidavits of Publication, in bound volumes, numbered 1-39300, except volumes containing 1-100, 10001-10100, 20001-20100, and 30001-30100, which will be retained as samples.	March 5, 1874- Nov. 17, 1931
2.	Secretary's Copies of Cash Receipts--Corporations, in bound volumes, numbered 45294-171307, except volumes containing the earliest and the latest numbers, which will be retained as samples.	Aug. 15, 1934- Oct. 22, 1954

#20633
D.D.

RECEIVED
FEB 5 1968
STATE AUDITOR

RECEIVED
JAN 20 1968

ADMIN 262A

DEPARTMENT State Archives

STATE OF MINNESOTA

Office Memorandum

TO : Forrest Talbott, Asst Secretary of State

DATE: February 26, 1969

FROM : Fred Thibodeau, Asst Archivist *FT*

SUBJECT: Disposal of public records.

I am enclosing an application for disposal of records covering more of the material recently transferred to the Archives. Item 1 of the application, "Duplicate Invoices (receipts)" for the period September 16, 1921 through November 25, 1933, is identical to item 1 of Application No. 69-68 recently approved. The present series is numbered 1 - 42629, and obviously precedes item 1 "receipts" of the earlier application.

If you agree that the records should be destroyed, please sign the original and two carbons of the application and return them to us.

MINNESOTA STATE ARCHIVES AND RECORDS SERVICE
117 University Avenue, St. Paul 1, Minnesota

APPLICATION FOR AUTHORITY TO DESTROY PUBLIC RECORDS

<p>1. TO: Minnesota State Archives Commission</p> <p>2. FROM: <u>Secretary of State</u> <u>Corporation</u> <small>Department or agency</small> <small>Division or section</small></p> <p>3. Space occupied by records: <u>20</u> cubic feet approximately.</p> <p>4. Location of records: <u>117 University Ave.</u></p> <p>5. Laws other than M.S. 138.17 which relate to the destruction or safekeeping of the records: <u>None</u></p> <p>6. I certify that the records listed in this application are accurately described, and that they have no further administrative, legal or fiscal value for this agency.</p> <p><u>Joseph L. Donovan</u> <u>2-27-69</u> <small>Department head or authorized signature</small> <small>Date</small></p>	<p style="text-align: center;">DO NOT USE THIS SPACE</p> <p>Application No. <u>69-94</u></p> <p>Date received: <u>2-28-69</u></p> <p>The records listed in the application are not needed for post audit purposes.</p> <p><u>K. G. Nelson</u> <u>3-6-69</u> <small>Public Examiner Dept.</small> <small>Date</small></p> <p>APPROVALS:</p> <p><u>Robert A. Whitaker</u> <u>3/1/69</u> <small>Public Examiner</small> <small>Date</small></p> <p><u>Marvin Peterson</u> <u>2/6/69</u> <small>Attorney General</small> <small>Date</small></p> <p><u>Robert H. DeLoach</u> <u>3/10/69</u> <small>State Auditor</small> <small>Date</small></p> <p><u>Russell W. Farley</u> <u>3/11/69</u> <small>Director, Minnesota Historical Society</small> <small>Date</small></p>
<p><i>Under authority of Minnesota Statutes, Section 138.17, it is hereby ordered that the records listed in this application be destroyed.</i></p> <p><u>Raymond B. Terrellio</u> <u>MAR 13 1969</u> <small>Commissioner of Administration</small> <small>Date</small> <small>Chairman, State Archives Commission</small></p>	

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Franklin W. Burch
 Franklin W. Burch
 State Archivist and
 Records Administrator
 February 28, 1969

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ITEM NO.	DESCRIPTION OF RECORDS	INCLUSIVE DATES
1.	Duplicate Invoices (receipts) - Corporations, in bound volumes, numbered 1 - 42629, except volumes containing the earliest and latest numbers which will be retained as samples.	Sept. 16, 1921 - Nov. 25, 1933
2.	Duplicate Transmittal Slips	1/1/63-6/3/67

Sanborn Envelope

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D.D.

RECEIVED

FEB 28 1969

MINNESOTA STATE ARCHIVES
& RECORDS SERVICE



STATE ARCHIVES