



STATE OF OKLAHOMA
ARCHIVES AND RECORDS COMMISSION

AGENCY NOTICE OF INTENT TO DESTROY RECORDS

| | | |
|----------------|---------------|-----------------------------|
| Name of Agency | Date Prepared | Date Received (leave blank) |
|----------------|---------------|-----------------------------|

| | |
|------------------|--------------|
| Name of Division | Phone Number |
|------------------|--------------|

| Schedule or RDA Number | Series Number | Series Title | Inclusive Dates of Records | Volume Cubic Feet |
|------------------------|---------------|--------------|----------------------------|-------------------|
| | | | | |

I hereby certify that for the above listed records, all state and federal audits have been completed, all applicable audit reports have been accepted and resolved by all applicable federal and state agencies and no legal actions are pending.

Signature of Agency Official

Title of Agency Official

_____ APPROVED

Signature of State Records Administrator or Designee

_____ DENIED

Date