

# 680-SUPREME COURT

Dept. #	Department Name	Retention	Disposition	PII
RDA #	RDA Title			

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**/001/**      **DIRECTOR OF STATE COURTS - MGMT SERVICES**

**00003000.**      **CIRCUIT COURT JUDGE AFFIDAVIT**      **CR+5**      **DEST**

CIRCUIT COURT JUDGE AFFIDAVIT, FORM CC-23, IS REQUIRED UNDER SCR 70.36. EACH JUDGE SHALL FILE MONTHLY A CERTIFICATION OF STATUS OF PENDING CASES.

**00004000.**      **FEDERAL AND STATE TAX REPORTS**      **CR+6**      **DEST**

DEPOSITORY RECEIPTS ARE PREPARED AT VARIOUS TIMES DURING A MONTH FOR FEDERAL WITHHOLDING TAXES DEDUCTED FROM PAYROLLS. A QUARTERLY REPORT IS PREPARED ONCE EACH QUARTER FOR BOTH FEDERAL AND STATE WITHHOLDING TAXES.

**00005000.**      **WISCONSIN RETIREMENT FUND REPORTS**      **CR+6**      **DEST**

A COPY OF MONTHLY AND QUARTERLY REPORTS SENT TO THE WISCONSIN RETIREMENT FUND. THESE REPORTS PROVIDE INFORMATION OF EARNINGS AND SERVICE CREDITS FOR EMPLOYEES ON OUR PAYROLL.

**00006000.**      **PAYROLLS**      **CR+6**      **DEST**

Payroll Listings Show Gross And Net Pay As Well As Deductions For Employees Of Supreme Court/Court Of Appeals/ Circuit Court. These Are The Basis For All Salary Payments And Are Referred To On Questions Of Back Pay, Income Tax, Etc. This Records Series May Include The Fringe Benefit Detail Report, Year-To-Date Earnings, W-2 Runs, Etc. Bureau Of Financial Operations Retains Its Copies For 10 Years. We Retain Our Hard Copy To 3 Years. (See General Records Schedule 48-81-11.

**00007000.**      **GROUP INSURANCE REPORTS**      **CR+6**      **DEST**

A COPY OF REPORTS SENT TO PUBLIC EMPLOYEES SOCIAL SECURITY FUND BUREAU. THESE REPORTS LIST THE EARNINGS SUBJECT TO SOCIAL SECURITY LIMITATIONS OF ALL EMPLOYEES ON OUT PAYROLLS.

**00014000.**      **BAR APPLICANTS FILES: ADMISSIONS**      **CR+25**      **DEST**

Individual File Folders Relating To Applications Filed By Persons Subsequently Admitted To The Practice Of Law In Wisconsin By Bar Examination (Scr 40.04) Or On Proof Of Practice Elsewhere (Scr 40.05). Within Each Box Files Are Arranged Alphabetically. File Folders Include The Application Affidavit, Correspondence, Transcripts, Questionnaires To References, Notification Of Passing (For Examinees) And Of Approval (For Applicants On Proof Of Practice Elsewhere), Etc.

**00015000.**      **BAR APPLICANT FILES: BAR EXAMINEES NOT ADMITTED**      **CR+25**      **DEST**

Individual File Folders Relating To Applications Filed By Persons Who Were Not Subsequently Admitted To The Practice Of Law In Wisconsin By Bar Examination (Scr 40.40). Files Are Arranged Chronologically; That Is, Boxed By Year Of Examination. Within Each Box Files Are Arranged Alphabetically.

File Folders Include The Application Affidavit, Correspondence, Transcripts, Reference Questionnaires, Etc. For Failing Applicants, Notification (Including Score Information) Is Included As Well As One Essay Booklet (Retained For Handwriting Identification Purposes).

It Is Important To Retain These Files Because Scr 40.05(4) Bars Persons Who Have Failed The Wisconsin Bar Examination From Ever Being Admitted On Proof Of Practice Elsewhere; That Is, Without Examination. In Addition, There Are Individuals Who Withdraw Or Who Are Denied Because Of Serious Character And Fitness Problems Whose Files Would Need To Be Referenced Should They Ever Reapply.

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**/004/      BOARD OF BAR EXAMINERS**

**00016000.      BAR APPLICANT FILES: MOTION APPLICANTS NOT ADMITTED      CR+25      DEST**

Individual File Folders Relating To Applications Filed By Persons Who Were Not Subsequently Admitted To The Practice Of Law In Wisconsin On Proof Of Practice Elsewhere (Scr 40.05). Files Are Arranged Chronologically; That Is, Boxed By Year Of Application. Within Each Box Files Are Arranged Alphabetically. File Folders Include The Application Affidavit, Correspondence, Transcripts, Reference Questionnaires, Etc.

It Is Important To Retain These Files Because These Applicants May Be Individuals Who Withdrew Or Who Were Denied Admission Because Of Serious Character And Fitness Problems Whose Files Would Need To Be Referenced Should They Ever Reapply.

**00022000.      MISCELLANEOUS CLE INFORMATION      CR+25      DEST      Y**

Expandable Folders Containing Miscellaneous Information And Forms Relating To The Wisconsin Mandatory Continuing Legal Education Requirement.

Files Are Subject-Indexed And Stored Chronologically By Cle Reporting Year.

Expandable Folders Contain Wisconsin Course Lists, Blank Cle Form 1S, Notes And Related Materials Including Mailing Records For Tracking Atty. Cle Compliance, Information Relating To Preparation Of Cle Mailings, And Samples Of Cle Mailings. Also Included Are Suspension And Reinstatement Lists And Correspondence.

**00023000.      WISCONSIN BAR EXAMINATION INFORMATION      CR+25      DEST      Y**

Individual File Folders Containing Information And Materials Relating To The Administration Of The Wisconsin Bar Examination.

Files Are Subject-Indexed And Stored Chronologically By Examination Date.

Boxes May Contain More Than One Year. Boxes Are In Chronological Sequence.

File Folders Contain The Following: Copies Of Examinations, Question Analyses And Sample Answers, Score Standardization Materials And Records, Examination Attendance Records And Seating Charts, Information And Instructions For Examinees And Exam Proctors.

**00024000.      BOARD MEETING MATERIALS      CR+25      DEST      Y**

Pocket Files Containing Materials Presented To The Board Of Continuing Legal Education (1976-1977), Board Of Attorneys Professional Competence (1978-1990), And The Board Of Bar Examiners (1991- ) At Their Meetings. Files Are Stored Chronologically, By Meeting Date.

Boxes May Contain More Than One Year. Boxes Are In Chronological Sequence.

Files Contain The Following: Agendas, Minutes, Materials Bearing On Admission Applications, On Cle Approvals, On Rule Changes, On Disciplinary Actions And On Other Matters Related To The Board'S Operations.

**00025000.      REINSTATEMENT/READMISSION FILES      CR+25      DEST      Y**

Individual File Folders Containing Information Regarding Reinstatement/Readmission Of Individual Lawyers To The Wisconsin Bar.

Files Are Alphabetically-Indexed By Name. Boxes Are In Chronological Sequence.

File Folders Contain The Following: Individual Petitions For Reinstatement, Supporting Materials, Staff Reports And Related Materials, Final Action On Petitions.

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**/004/      BOARD OF BAR EXAMINERS**

**00026000.      BAR APPLICANT FILES: DIPLOMA PRIVILEGE      EVT+25      DEST      Y**

Individual File Folders Relating To Applications Filed By Persons Who Were Admitted To The Practice Of Law By Diploma Privilege (Scr 40.03). Files Are Boxed By Year Of Graduation, And Individual Files Are Arranged Alphabetically Within Each Box.  
File Folders Contain The Application Affidavit, Correspondence, Reference Questionnaires, Etc.  
  
Evt=Date Of Wi Law School Graduation.

**00013000.      COURT OF APPEALS AND SUPREME COURT CASE FILES      EVT+50      SHSW      Y**

File Contains Briefs, Motion Papers, Court Orders, Documents Required By Rules And Statutes, Opinions And Correspondence On Cases Terminated By The Court Of Appeals And/Or Supreme Court. Includes Cases Originating By Appeal, Supervisory Writ, Leave To Appeal And Original Action. This New Rda Incorporates 2 Old Rda'S Into One.  
  
The Record Series Original Actions (Old Rda 65/77/1) Is Now Kept With Records Series Court Of Appeals And Supreme Court Case Files (Old Rda 124/78/4).

**00017000.      ORIGINAL OPINIONS      CR+53      SHSW      Y**

FILE CONTAINS THE ORIGINAL TYPEWRITTEN COPIES OF THE SUPREME COURT'S PUBLISHED AND UNPUBLISHED OPINIONS.

**00018000.      ORDERS OF ADMISSION TO PRACTICE LAW IN WISCONSIN      CR+55      SHSW      Y**

SUBJECT FILE CONTAINS COURT ORDERS ADMITTING ATTORNEYS TO PRACTICE LAW BEFORE THE WISCONSIN STATE BAR.

**00028000.      BOARD OF STATE BAR COMMISSIONERS-BAR APPLICATIONS      EVT+50      SHSW      Y**

Subject File Contains Bar Applications For 1949, Applications From The 1933 Graduates Of Marquette Law School For Admission To The Bar Under The Diploma Privilege, And Applications For Admission To The Bar Under Chapter 60 For The Year 1933. Reference Scr40.03.  
Evt=Date Of Law School Graduation.  
  
Supersedes Rda 065/77/007.

**00029000.      APPLICATIONS FOR EXAMINATION & ADMISSION TO STATE BAR      EVT+50      SHSW      Y**

FILE IS THE APPLICATION OF A CANDIDATE FOR EXAMINATION BY THE STATE BAR COMMISSIONERS FOR ADMISSION TO THE BAR, SCHOOL TRANSCRIPT, AND CORRESPONDENCE.  
EVT=DATE OF LAW SCHOOL GRADUATION.  
SUPERSEDES RDA 124/78/001.

**00020000.      CLOSED MEDICAL MALPRACTICE CASE FILES      EVT+20      DEST      Y**

Files Contain Formal Pleadings And Other Case Related Documents From Medical Malpractice Claims Filed With Pre-Trial Screening Panels Pursuant To Wi. Stats. Ch. 655. Files Include: Submission Of Controversy; Pleadings And Correspondence; Panel Appointments And Questionnaires; Panel Findings And Disposition; Internal Working Documents; Register Of Actions.  
  
Evt=Closed.

**00001000.      DISMISSED GRIEVANCE CASE FILES      EVT+3      DEST      Y**

INFORMATION IN THIS RECORD SERIES CONTAINS CORRESPONDENCE, LEGAL DOCUMENTS AND INVESTIGATIVE INFORMATION RELATING TO GRIEVANCES AGAINST ATTORNEYS WITHIN THE STATE. THE FILES ARE MAINTAINED FOR THE PURPOSE OF ACCUMULATING INVESTIGATIVE INFORMATION ON GRIEVANCES FILED AGAINST WISCONSIN ATTORNEYS. THESE FILES ARE CREATED BY OFFICE OF LAWYER REGULATION STAFF AND ARE USED DURING THE PERIOD OF TIME THE INVESTIGATION IS ON-GOING.

**/010/      LAWYER REGULATION-OFFICE**

COPIES OF THE FILE CONTENTS CAN BE DISTRIBUTED TO OLR STAFF FOR 3 YEARS FOLLOWING CLOSURE. FILES ARE RETAINED AS REQUIRED BY SUPREME COURT RULE 22.44 AND 22.45 AND ARE CONFIDENTIAL AS REQUIRED BY SUPREME COURT RULE 22.40.

RETAIN FOR 3 YEARS FOLLOWING THE END OF THE YEAR IN WHICH THE CLOSURE OF DISMISSAL OCCURED.

RETENTION: EVENT(CLOSURE OF DISMISSAL) + 3 YEARS AND DESTROY CONFIDENTIAL.

**00009000.      DISCIPLINARY AND REINSTATEMENT CASE FILES      EVT+50      SHSW      Y**

DISCIPLINARY CASE FILES INCLUDE PRIVATE REPRIMANDS, PUBLIC REPRIMANDS, SUSPENSIONS AND REVOCATIONS. INFORMATION IN THIS RECORD SERIES CONTAINS CORRESPONDENCE, LEGAL DOCUMENTS AND INVESTIGATIVE INFORMATION RELATING TO GRIEVANCES AGAINST ATTORNEYS WITH IN THE STATE. THE FILES INCLUDE GRIEVANCES FORMS, CORRESPONDENCE, STAFF COUNSEL REPORTS, INVESTIGATIVE REPORTS, PLEADINGS AND COURT ORDERS AS WELL AS COLLATERAL COURT PLEADINGS. THESE FILES ARE MAINTAINED FOR THE PURPOSE OF ACCUMULATING INVESTIGATIVE AND DISCIPLINARY INFORMATION ON GRIEVANCES FILED AGAINST WISCONSIN ATTORNEYS. THEY ARE USED DURING THE PERIOD OF TIME THE INVESTIGATION IS ONGOING AND WHILE THE DISCIPLINARY ACTION IS PENDING BEFORE THE SUPREME COURT. THE FILES ARE CREATED BY OFFICE OF LAWYER REGULATION STAFF AND COPIES OF THE FILE CONTENTS CAN BE DISTRIBUTED TO OLR MEMBERS AND STAFF. THE FILES BECOME A PART OF AN ATTORNEY'S PERMANENT DISCIPLINARY HISTORY. SOME OLDER RECORDS PRIOR TO OCTOBER 2000 ARE RECORDS OF FORMAL DISCIPLINARY PROCEEDINGS BY THE BOARD OF ATTORNEYS PROFESSIONAL RESPONSIBILITY.

FILES ARE RETAINED AS REQUIRED BY SUPREME COURT RULE 22.44. PRIVATE REPRIMANDS ARE CONFIDENTIAL BY SCR 22.09(3). WHEN A COMPLAINT OR PETITION IS FILED WITH THE SUPREME COURT, A SUPREME COURT CASE FILE IS CREATED, COVERED WITH RDA 124/78. LONG TERM RETENTION NECESSARY DUE TO POTENTIAL LENGTH OF ATTORNEY'S CARERR.

RETENTION: EVENT(CASE CLOSED) + 50 YEARS AND TRANSFER TO STATE ARCHIVES (WHS).

**00001000.      CIVIL CASE FILES      EVT+20      DEST      Y**

ALL PAPERS DEPOSITED WITH THE CLERK OF CIRCUIT COURT IN EVERY PROCEEDING COMMENCED UNDER CHAPTER 801 OF THE STATUTES: 20 YEARS AFTER ENTRY OF FINAL ORDER.

**00002000.      CIVIL COURT RECORD      EVT+20      DEST      Y**

A HISTORY AND INDEX OF PROCEEDINGS UNDER CHAPTER 801 OF THE STATUTES KEPT IN BOOK OR CARD FORM: 20 YEARS AFTER ENTRY OF FINAL ORDER.

**00003000.      CIVIL MINUTE RECORD      EVT+20      DEST      Y**

A BRIEF STATEMENT OF IN-COURT PROCEEDINGS COMMENCED UNDER CHAPTER 801 OF THE STATUTES, GENERALLY MAINTAINED IN THE CASE FILE: 20 YEARS AFTER ENTRY OF FINAL ORDER.

**00005000.      JUDGMENT DOCKET      EVT+20      DEST      Y**

A RECORD OF ALL MONEY JUDGMENTS: 20 YEARS AFTER FINAL DOCKET ENTRY.

**00006000.      LIEN CLAIMS      EVT      DEST      Y**

A STATUTORY LIEN FILED FOR SERVICES PERFORMED OR MATERIALS PROVIDED: UNTIL SATISFACTION, EXPIRATION OR ENTRY OF JUDGMENT, WHICHEVER OCCURS FIRST, EXCEPT AS PROVIDED IN SUBS. (6AG) AND (6B).

**00006A00.      CONSTRUCTION LIENS      EVT+3      DEST      Y**

(6AG) -- A STATUTORY LIEN CLAIM FILED WITH THE CLERK OF CIRCUIT COURT FOR SERVICES PERFORMED OR MATERIALS PROVIDED FOR IMPROVEMENTS, AS DEFINED IN S. 779.01 (2)(A), STATS.: 2 YEARS AFTER THE DATE OF FILING THE LIEN CLAIM WITH THE CLERK OF COURT IF NO ACTION IS BROUGHT AND NO SUMMONS AND COMPLAINTS ARE FILED.

**00006B00.      CONDOMINIUM LIENS      EVT+3      DEST      Y**

A STATEMENT OF CONDOMINIUM LIEN FILED WITH THE CLERK OF CIRCUIT COURT UNDER S. 703.16 (4), STATS., FOR UNPAID ASSESSMENTS, INCLUDING INTEREST AND ACTUAL COSTS OF COLLECTION: 3 YEARS AFTER THE DATE OF FILING THE STATEMENT OF CONDOMINIUM LIEN WITH THE CLERK OF COURT IF NO ACTION IS BROUGHT TO FORECLOSE THE LIEN.

**00007000.      DELINQUENT INCOME TAX, U C PAYMENT WARRANTS AND DOCKETS      EVT+20      DEST      Y**

A RECORD OF DELINQUENT TAX LIENS OR DELINQUENT UNEMPLOYMENT COMPENSATION PAYMENTS THAT HAVE THE EFFECT OF A FINAL JUDGEMENT: 20 YEARS AFTER FINAL DOCKET ENTRY.

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**/012/      CIRCUIT COURTS-RECORDS LISTED IN SCR 72**

<b><u>00008000.</u></b>	<b><u>SMALL CLAIMS CASE FILES</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
ALL PAPERS DEPOSITED WITH THE CLERK OF COURTS IN EVERY PROCEEDING COMMENCED UNDER CHAPTER 799 OF THE STATUTES: 20 YEARS AFTER ENTRY OF FINAL ORDER OR JUDGEMENT FOR ALL CASES, INCLUDING CONTESTED CASES, STIPULATED DISMISSALS AND DEFAULT JUDGEMENTS: EXCEPT 2 YEARS FROM DATE OF ENTRY OF JUDGEMENT FOR CASES DISMISSED BECAUSE ISSUE WAS NOT JOINED AND THE CASE WAS NOT DISPOSED OF BY JUDGEMENT OR STIPULATION WITHIN 6 MONTHS FROM THE ORIGINAL RETURN DATE.				
<b><u>00008A00.</u></b>	<b><u>SMALL CLAIMS CASE FILE-DISMISSED CASES</u></b>	<b><u>EVT+2</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #8 FOR DESCRIPTION AND RETENTION EXPLANATION				
<b><u>00009000.</u></b>	<b><u>SMALL CLAIMS COURT RECORD</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
A history and index of proceedings kept in book or card form: 20 years after entry of final order for contested cases, stipulated dismissals and default judgments; 1 year from date of filing for dismissed case				
<b><u>00009A00.</u></b>	<b><u>SMALL CLAIMS COURT RECORD-DISMISSED CASES</u></b>	<b><u>EVT+1</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #9 FOR DESCRIPTION AND RETENTION EXPLANATION				
<b><u>00010000.</u></b>	<b><u>SMALL CLAIMS MINUTE RECORD</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
A BRIEF STATEMENT OF IN-COURT PROCEEDINGS COMMENCED UNDER CHAPTER 799 OF THE STATUTES, GENERALLY MAINTAINED IN THE CASE FILE: 20 YEARS AFTER ENTRY OF FINAL ORDER FOR CONTESTED CASES, STIPULATED DISMISSALS, AND DEFAULT JUDGEMENTS: 1 YEAR FROM DATE OF FILING FOR DISMISSED CASES.				
<b><u>00010A00.</u></b>	<b><u>SMALL CLAIMS MINUTE RECORD-DISMISSED CASES</u></b>	<b><u>EVT+1</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #10 FOR DESCRIPTION AND RETENTION EXPLANATION				
<b><u>00011000.</u></b>	<b><u>FAMILY CASE FILES</u></b>	<b><u>EVT+30</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
ALL PAPERS DEPOSITED WITH THE CLERK OF COURTS IN EVERY PROCEEDING COMMENCED UNDER CH.767: 30 YEARS AFTER ENTRY OF JUDGMENT OF DIVORCE OR ENTRY OF FINAL ORDER, EXCEPT THAT AFTER 30 YEARS, FOR ANY CASE FILE FOR WHICH SUPPORT OR MAINTENANCE PAYMENTS ARE CONTINUING TO BE MADE, 7 YEARS AFTER FINAL PAYMENT OR AFTER ORDER TERMINATING MAINTENANCE IS FILED.				
<b><u>00011A00.</u></b>	<b><u>FAMILY CASE FILES-OPEN CASES AFTER 30 YEARS</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #11 FOR DESCRIPTION AND RETENTION EXPLANATION				
<b><u>00012000.</u></b>	<b><u>FAMILY COURT RECORD</u></b>	<b><u>EVT+30</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
A HISTORY AND INDEX OF PROCEEDINGS KEPT IN BOOKS, ON CARDS OR IN ELECTRONIC OR OPTICAL FORMAT: 30 YEARS AFTER ENTRY OF JUDGMENT OF DIVORCE OR FINAL ORDER, EXCEPT THAT AFTER 30 YEARS, FOR ANY COURT RECORD FOR WHICH RELATED SUPPORT OR MAINTENANCE PAYMENTS ARE CONTINUING TO BE MADE, 7 YEARS AFTER FINAL PAYMENT OR AFTER ORDER TERMINATING MAINTENANCE IS FILED.				
<b><u>00012A00.</u></b>	<b><u>FAMILY COURT RECORD-CONTINUING CASES</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #12 FOR DESCRIPTION AND RETENTION EXPLANATION				
<b><u>00013000.</u></b>	<b><u>FAMILY COURT MINUTE RECORD</u></b>	<b><u>EVT+30</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
A BRIEF STATEMENT OF IN-COURT PROCEEDINGS COMMENCED UNDER CH.767, STATS., GENERALLY MAINTAINED IN THE CASE FILE: 30 YEARS AFTER ENTRY OF JUDGMENT OF DIVORCE OR ENTRY OF FINAL ORDER, EXCEPT THAT AFTER 30 YEARS, FOR ANY COURT MINUTES FOR WHICH RELATED SUPPORT OR MAINTENANCE PAYMENTS ARE CONTINUING TO BE MADE, 7 YEARS AFTER FINAL PAYMENT OR AFTER ORDER TERMINATING MAINTENANCE IS FILED.				
<b><u>00013A00.</u></b>	<b><u>FAMILY COURT MINUTE RECORD-CONTINUING CASES</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
SEE RDA #13 FOR DESCRIPTION AND RETENTION EXPLANATION.				
<b><u>00014000.</u></b>	<b><u>FAMILY MAINTENANCE AND SUPPORT PAYMENT RECORDS</u></b>	<b><u>EVT+30</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
RECORD OF FAMILY MAINTENANCE AND CHILD SUPPORT PAYMENTS RECEIVED BY THE CLERK OF CIRCUIT COURT: 30 YEARS AFTER ENTRY OF JUDGMENT OF DIVORCE OR ENTRY OF FINAL ORDER, EXCEPT THAT AFTER 30 YEARS, FOR ANY PAYMENT RECORDS FOR WHICH RELATED SUPPORT OR MAINTENANCE PAYMENTS ARE CONTINUING TO BE MADE, 7 YEARS AFTER FINAL PAYMENT OR AFTER ORDER TERMINATING MAINTENANCE IS FILED.				

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**/012/      CIRCUIT COURTS-RECORDS LISTED IN SCR 72**

<b><u>00014A00.</u></b>	<b><u>FAMILY MAINTENANCE AND SUPPORT PAYMENT RECORDS-CONTINUING</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	
	SEE RDA #14 FOR DESCRIPTION AND RETENTION EXPLANATION.			
<b><u>00015000.</u></b>	<b><u>FELONY CASE FILES</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE CLERK OF COURTS IN EVERY PROCEEDING COMMENCED UNDER CH.968, STAT. FOR FELONY OFFENSES AND ALL PAPERS FILED WITH THE CLERK OF COURTS FOR THE COMMITMENT OF AN INMATE UNDER CH.980, STATS: 50 YEARS AFTER ENTRY OF FINAL JUDGMENT; FOR CLASS A FELONIES, 75 YEARS AFTER ENTRY OF FINAL JUDGEMENT.			
<b><u>00015A00.</u></b>	<b><u>FELONY CASE FILES - CLASS A FELONIES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA # 15 FOR DESCRIPTION AND RETENTION EXPLANATION			
<b><u>00016000.</u></b>	<b><u>FELONY COURT RECORD</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A HISTORY AND INDEX OF CRIMINAL PROCEEDINGS KEPT IN BOOKS, ON CARDS OR IN ELECTRONIC OR OPTICAL FORMAT, INCLUDING COURT RECORDS REGARDING THE COMMITMENT OF AN INMATE: 50 YEARS AFTER ENTRY OF FINAL JUDGMENT; FOR CLASS A FELONIES, 75 YEARS AFTER FINAL JUDGEMENT.			
<b><u>00016A00.</u></b>	<b><u>FELONY COURT RECORD-CLASS A FELONIES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA #16 FOR DESCRIPTION AND RETENTION EXPLANATION.			
<b><u>00017000.</u></b>	<b><u>FELONY MINUTE RECORD</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT OF IN-COURT PROCEEDINGS IN A FELONY ACTION, GENERALLY MAINTAINED IN THE CASE FILE, INCLUDING MINUTE RECORDS REGARDING THE COMMITMENT OF AN INMATE: 50 YEARS AFTER ENTRY OF FINAL JUDGMENT; FOR CLASS A FELONIES, 75 YEARS AFTER FINAL JUDGEMENT.			
<b><u>00017A00.</u></b>	<b><u>FELONY MINUTE RECORD-CLASS A FELONIES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA # 17 FOR DESCRIPTION AND RETENTION EXPLANATION.			
<b><u>00018000.</u></b>	<b><u>MISDEMEANOR CASE FILES.</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE CLERK OF COURTS IN EVERY PROCEEDING COMMENCED UNDER CHAPTER 968 OF THE STATUTES FOR MISDEMEANOR OFFENSES, INCLUDING CRIMINAL TRAFFIC OFFENSES: 20 YEARS AFTER ENTRY OF FINAL JUDGEMENT			
<b><u>00019000.</u></b>	<b><u>MISDEMEANOR COURT RECORD</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A HISTORY AND INDEX OF PROCEEDINGS UNDER CHAPTER 968 OF THE STATUTES FOR MISDEMEANOR OFFENSES, INCLUDING CRIMINAL TRAFFIC OFFENSES: 20 YEARS AFTER ENTRY OF FINAL JUDGEMENT			
<b><u>00020000.</u></b>	<b><u>MISDEMEANOR MINUTE RECORD</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT OF IN-COURT PROCEEDINGS IN A MISDEMEANOR ACTION, INCLUDING CRIMINAL TRAFFIC OFFENSES, GENERALLY MAINTAINED IN THE CASE FILE: 20 YEARS AFTER ENTRY OF FINAL JUDGEMENT.			
<b><u>00024000.</u></b>	<b><u>TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE VIO</u></b>	<b><u>EVT+5</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	All Papers Deposited With The Clerk Of Circuit Court In Every Proceeding Commenced Under Chs.29, 30, 48, 66, 125, 167, 343, 345, 350 And 938, Stats.: 5 Years After Entry Of Final Judgement.			
<b><u>00024A00.</u></b>	<b><u>TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE</u></b>	<b><u>EVT+5</u></b>	<b><u>DEST</u></b>	
	VIOLATION COURT RECORD (TITLE CONT.)			
	A HISTORY AND INDEX OF PROCEEDINGS KEPT IN BOOKS, ON CARDS OR IN ELECTRONIC OR OPTICAL FORMAT: 5 YEARS AFTER ENTRY OF FINAL JUDGMENT.			
<b><u>00024M00.</u></b>	<b><u>TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE VIO</u></b>	<b><u>EVT+5</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT OF IN-COURT PROCEEDINGS IN A FORFEITURE OR ORDINANCE VIOLATION ACTION, GENERALLY MAINTAINED IN THE CASE FILE: 5 YEARS AFTER ENTRY OF FINAL JUDGMENT.			

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**/012/      CIRCUIT COURTS-RECORDS LISTED IN SCR 72**

<b><u>00026000.</u></b>	<b><u>RECORDS OF JOHN DOE PROCEEDINGS</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE COURT IN EVERY PROCEEDING COMMENCED UNDER SECTION 968.26 OF THE STATUTES: 50 YEARS AFTER DATE OF FINAL PROCEEDING; FOR CASES INVOLVING THE INVESTIGATION OF CLASS A FELONIES, 75 YEARS AFTER DATE OF FINAL PROCEEDING.			
<b><u>00026A00.</u></b>	<b><u>RECORDS OF JOHN DOE PROCEEDINGS OF CLASS A FELONIES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA # 26 FOR DESCRIPTION AND RETENTION EXPLANATION			
<b><u>00027000.</u></b>	<b><u>SEARCH WARRANTS</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	EXCEPT AS PROVIDED UNDER SUB. (27M), ORDERS SIGNED BY A JUDGE DIRECTING A LAW ENFORCEMENT OFFICIAL TO CONDUCT SEARCHES: 75 YEARS AFTER FILING WITH THE COURT, UNLESS FILED WITH A CASE FILE.			
<b><u>00028000.</u></b>	<b><u>RECORDS OF GRAND JURY PROCEEDINGS</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE COURT IN EVERY PROCEEDING COMMENCED UNDER SECTION 756.10 OF THE STATUTES: 50 YEARS AFTER DATE OF FINAL PROCEEDING; FOR CASES INVOLVING THE INVESTIGATION OF CLASS A FELONIES, 75 YEARS AFTER DATE OF FINAL PROCEEDING.			
<b><u>00028A00.</u></b>	<b><u>RECORDS OF GRAND JURY PROCEEDINGS OF CLASS A FELONIES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA # 28 FOR DESCRIPTION AND RETENTION EXPLANATION.			
<b><u>00029000.</u></b>	<b><u>ESTATE CASE FILES</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE REGISTER IN PROBATE IN EVERY PROCEEDING COMMENCED UNDER CHAPTER 851 OF STATUTES: 75 YEARS AFTER ENTRY OF FINAL JUDGMENT OR ORDER DISCHARGING PERSONAL REPRESENTATIVE OR TRUSTEE.			
<b><u>00030000.</u></b>	<b><u>PROBATE COURT RECORD</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	
	A HISTORY AND INDEX OF PROBATE PROCEEDINGS KEPT IN BOOK OR CARD FORM: 75 YEARS AFTER ENTRY OF FINAL JUDGMENT OR ORDER DISCHARGING PERSONAL REPRESENTATIVE OR TRUSTEE.			
<b><u>00031000.</u></b>	<b><u>PROBATE MINUTE RECORD</u></b>	<b><u>EVT+75</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT OF IN-COURT PROCEEDINGS COMMENCED UNDER CHAPTER 851 TO 880 OF THE STATUTES, GENERALLY MAINTAINED IN THE CASE FILE: 75 YEARS AFTER ENTRY OF FINAL ORDER OR ORDER DISCHARGING PERSONAL REPRESENTATIVE OR TRUSTEE.			
<b><u>00032000.</u></b>	<b><u>GUARDIANSHIP CASE FILES</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH THE REGISTER IN PROBATE IN EVERY PROCEEDING COMMENCED UNDER CHAPTERS 55 AND 880 OF THE STATUTES: 7 YEARS AFTER TERMINATION OF GUARDIANSHIP.			
<b><u>00033000.</u></b>	<b><u>GUARDIANSHIP COURT RECORD</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A HISTORY AND INDEX OF PROCEEDINGS UNDER CHAPTERS 55 AND 880 OF THE STATUTES KEPT IN BOOK OR CARD FORM: 7 YEARS AFTER TERMINATION OF GUARDIANSHIP.			
<b><u>00034000.</u></b>	<b><u>GUARDIANSHIP MINUTE RECORD</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT OF IN-COURT PROCEEDINGS COMMENCED UNDER CHAPTERS 55 AND 880 OF THE STATUTES, GENERALLY MAINTAINED IN THE CASE FILE: 7 YEARS AFTER TERMINATION OF GUARDIANSHIP.			
<b><u>00035000.</u></b>	<b><u>WILLS DEPOSITED FOR SAFEKEEPING</u></b>	<b><u>EVT+100</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	WILL DEPOSITED BY A TESTATOR WITH THE REGISTER IN PROBATE OF THE COURT OF THE COUNTY WHERE THE TESTATOR RESIDES: 100 YEARS AFTER FILING.			
<b><u>00036000.</u></b>	<b><u>WILLS NOT ADMITTED TO PROBATE</u></b>	<b><u>EVT+100</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	WILLS DEPOSITED AFTER THE DEATH OF A TESTATOR WHERE THERE IS NO ESTATE TO PROBATE: 100 YEARS AFTER FILING.			
<b><u>00037000.</u></b>	<b><u>REGISTRY OF WILLS</u></b>	<b><u>EVT+100</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	AN INDEX KEPT BY A REGISTER IN PROBATE OF ALL WILLS			

Dept. #	Department Name	Retention	Disposition	PII
RDA #	RDA Title			

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DEPOSITED OR DELIVERED PRIOR TO PROBATE: 100 YEARS AFTER FINAL ENTRY.

<b><u>00038000.</u></b>	<b><u>MENTAL HEALTH CASE FILES</u></b>	<b><u>EVT+10</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ALL PAPERS DEPOSITED WITH CLERK OF CIRCUIT COURT OR REGISTER IN PROBATE IN EVERY PROCEEDING COMMENCED UNDER CHAPTER 51 OF THE STATUTES: 10 YEARS AFTER ENTRY OF FINAL ORDER OF COMMITMENT OR EXTENSION.			
<b><u>00039000.</u></b>	<b><u>MENTAL HEALTH COURT RECORD</u></b>	<b><u>EVT+10</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A HISTORY AND INDEX OF PROCEEDINGS KEPT IN BOOK OR CARD FORM: 10 YEARS AFTER ENTRY OF FINAL ORDER OF COMMITMENT OR EXTENSION.			
<b><u>00040000.</u></b>	<b><u>MENTAL HEALTH MINUTE RECORD</u></b>	<b><u>EVT+10</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A BRIEF STATEMENT IN IN-COURT PROCEEDINGS COMMENCED UNDER CHAPTER 51 OF THE STATUTES, GENERALLY MAINTAINED IN THE CASE FILE: 10 YEARS AFTER ENTRY OF FINAL ORDER OF COMMITMENT OR EXTENSION.			
<b><u>00041000.</u></b>	<b><u>JUVENILE DELINQUENCY, JUVENILES IN NEED OF PROTECTION AND</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	
	SERVICES AND CHILDREN IN NEED OF PROTECTION AND SERVICES CASE FILES (TITEL CINT.)			
	Except As Provided In Sub. (24) All Papers Deposited With The Clerk Of Circuit Court, Register In Probate Or Clerk Of Court For Juvenile Matters In Every Proceeding Commenced Under Ch, 48, Or 938, Stats.: 4 Years After 18Th Birthday Of Juvenile Or Child; 8 Years After The 18Th Birthday Of The Juvenile Or Child If He Or She Was Afjudicated Delinquent for committing an act that would be punishable As A Class A Or Class B Felony If Committed By An Adult.			
<b><u>00041A00.</u></b>	<b><u>JUVENILE DELINQUENCY, JUVENILES IN NEED OF PROTECTION AND</u></b>	<b><u>EVT+8</u></b>	<b><u>DEST</u></b>	
	SEE RDA # 41 FOR DESCRIPTION AND RETENTION EXPLANATION			
<b><u>00042000.</u></b>	<b><u>TERMINATION OF PARENTAL RIGHTS AND ADOPTION CASE FILES</u></b>	<b><u>P</u></b>	<b><u>PERM</u></b>	
	ALL PAPER DEPOSITED WITH THE CLERK OF CIRCUIT COURT, REGISTER IN PROBATE OR CLERK OF COURT FOR JUVENILE MATTERS IN EVERY TERMINATION OF PARENTAL RIGHTS AND ADOPTION PROCEEDING COMMENCED UNDER CHAPTER 48 OF THE STATUTES: PERMANENT.			
<b><u>00043000.</u></b>	<b><u>JUVENILE COURT RECORD</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A History And Index Of Proceedings Under Chapter 48 Or 938 Stats. Kept In Books, On Cards Or In Electronic Or Optical Format: 4 Years After 18Th Birthday Of juvenile Or child: 8 Years After The 18Th Birthday Of The Juviniile Or Child If He Or She Was Adjudicated Delinquent For Committing An Act That Would Be Punishable As A Class A Or Class B Felony If Committed by An Adult.			
<b><u>00043A00.</u></b>	<b><u>JUVENILE COURT RECORD - ADJUDICATED</u></b>	<b><u>EVT+8</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA # 43 FOR DESCRIPTION AND RETENTION EXPLANATION			
<b><u>00044000.</u></b>	<b><u>JUVENILE MINUTE RECORD</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A Brief Statement Of In-Court Proceedings Commenced Under Chapter 48 Or 938 Stats., Generally Maintained In The Case File: 4 Years After The 18Th Birthday Of The Juviniile Or Child; 8 Years After The 18Th Birthday of the juvenile or child if he or she was Adjuticated Delinquent For Committing An Act That Would Be Punsishable As A Class A Or Class B Felony If Committed By An Adult.			
<b><u>00044A00.</u></b>	<b><u>JUVENILE MINUTE RECORD - ADJUTICATED</u></b>	<b><u>EVT+8</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	SEE RDA #44 FOR DESCRIPTION AND RETENTION EXPLANATION			
<b><u>00045000.</u></b>	<b><u>NON-CRIMINAL CASE EXHIBITS, PAPER AND NON-PAPER</u></b>	<b><u>EVT+1</u></b>	<b><u>DEST</u></b>	
	ONE YEAR AFTER TIME FOR APPEAL HAS EXPIRED, PROVIDED THAT RETURN OF THE EXHIBIT HAS BEEN OFFERED TO THE PROFFERING PARTY.			
<b><u>00046000.</u></b>	<b><u>CRIMINAL CASE EXHIBITS, PAPER AND NON-PAPER</u></b>	<b><u>EVT+1</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ONE YEAR AFTER TIME FOR APPEAL HAS EXPIRED, PROVIDED THAT RETURN OF THE EXHIBIT HAS BEEN OFFERED TO THE PROFFERING PARTY.			
<b><u>00046A00.</u></b>	<b><u>CRIMINAL CASE EXHIBITS CONTAINING BIOLOGICAL MATERIAL SUBJECT 1</u></b>	<b><u>EVT+50</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	ANY CRIMINAL CASE EXHIBIT THAT IS IDENTIFIED BY THE PARTIES, THE CLERK, OR THE COURT AS CONTAINING			

**/012/      **CIRCUIT COURTS-RECORDS LISTED IN SCR 72****

BIOLOGICAL MATERIAL AND THAT REMAINS IN THE COURT'S CUSTODY SHALL BE RETAINED UNTIL THE LATER OF 50 YEARS AFTER ENTRY OF FINAL JUDGEMENT OR UNTIL EVERY PERSON IN CUSTODY AS A RESULT OF THE ACTION OR PROCEEDING HAS REACHED HIS OR HER DISCHARGE DATE, OR UNTIL THE COURT OTHERWISE ORDERS THE DISPOSITION OF THE EVIDENCE UNDER S. 757.54 (2)(C) OR 974.07, STATS.

<b><u>00047000.</u></b>	<b><u>COURT REPORTER NOTES</u></b>	<b><u>EVT+10</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	VERBATIM STENOGRAPHIC, SHORTHAND, AUDIO OR VIDEO NOTES PRODUCED BY A COURT A REPORTER OR ANY OTHER VERBATIM RECORD OF IN-COURT PROCEEDINGS: 10 YEARS AFTER THE HEARING.			
<b><u>00048000.</u></b>	<b><u>RECEIPTS</u></b>	<b><u>CR+7</u></b>	<b><u>DEST</u></b>	<b><u>N</u></b>
	A Receipt For Money Received By The Clerk Of Court Or Register In Probate: 7 Years After Issuance.			
<b><u>00049000.</u></b>	<b><u>BANK TRANSACTIONS</u></b>	<b><u>CR+7</u></b>	<b><u>DEST</u></b>	<b><u>N</u></b>
	DEPOSIT SLIPS, BANK STATEMENTS AND CANCELED CHECKS: 7 YEARS AFTER TRANSACTION.			
<b><u>00050000.</u></b>	<b><u>TRUST ACCOUNT LEDGERS</u></b>	<b><u>EVT</u></b>	<b><u>DEST</u></b>	<b><u>N</u></b>
	RECORDS OF TRUST ACCOUNTS MAINTAINED BY A CLERK OF COURT OR REGISTER IN PROBATE: THE RETENTION PERIOD FOR CASE FILE FROM WHICH THE TRUST ACCOUNT EMANATES; WHEN THE TRUST ACCOUNT IS CLOSED THE RECORD MAY BE FILED WITH THE RELATED TRUST ACCOUNT FILE.			
<b><u>00051000.</u></b>	<b><u>CERTIFICATES OF PAYMENT</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>N</u></b>
	A CERTIFICATE OR VOUCHER AUTHORIZED FOR PAYMENT BY THE COURT: 7 YEARS AFTER FILING.			
<b><u>00052000.</u></b>	<b><u>JURY PAYROLL</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>N</u></b>
	A RECORD OF JURY FEES PAID: 7 YEARS AFTER FILING.			
<b><u>00053000.</u></b>	<b><u>JUROR QUESTIONNAIRES</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A FORM SENT TO DETERMINE ELIGIBILITY OF PROSPECTIVE JURORS: 4 YEARS AFTER PANEL SERVICE.			
<b><u>00054000.</u></b>	<b><u>JURY ARRAY</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A LIST OF QUALIFIED PERSONS SELECTED TO SERVE AS JURORS: 4 YEARS AFTER PANEL SERVICE.			
<b><u>00055000.</u></b>	<b><u>RECORD OF JURORS</u></b>	<b><u>EVT+4</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A RECORD OF JURORS SUMMONED TO SERVE ON JURIES: 4 YEARS AFTER PANEL SERVICE.			
<b><u>00056000.</u></b>	<b><u>MINISTERS CREDENTIALS</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A CERTIFICATION THAT PERSON IS A MEMBER OF THE CLERGY, LICENTIATE OR APPOINTEE THAT PERMITS OFFICIATING AT MARRIAGES: 20 YEARS AFTER DATE OF FILING.			
<b><u>00057000.</u></b>	<b><u>NOTARY PUBLIC APPOINTMENTS</u></b>	<b><u>EVT</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	AN OATH FILED WITH THE CLERK OF COURT BY A NOTARY PUBLIC: UPON EXPIRATION OF TERM.			
<b><u>00058000.</u></b>	<b><u>OATHS OF OFFICE</u></b>	<b><u>EVT+7</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	OATHS OF OFFICE REQUIRED TO BE FILED WITH THE CLERK OF CIRCUIT COURT BY COUNTY OFFICIALS AND MUNICIPAL JUDGES: 7 YEARS AFTER EXPIRATION OF TERM			
<b><u>00059000.</u></b>	<b><u>REGISTER OF OFFICIALS</u></b>	<b><u>EVT+2</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	A LISTING OF THE NAMES AND TERMS OF APPOINTMENT FOR COURT COMMISSIONERS, DEPUTY SHERIFFS, NOTARIES PUBLIC AND MUNICIPAL JUDGES; 2 YEARS AFTER EXPIRATION OF TERM			
<b><u>00060000.</u></b>	<b><u>NATURALIZATION RECORDS</u></b>	<b><u>P</u></b>	<b><u>PERM</u></b>	<b><u>Y</u></b>
	RECORDS OF APPLICATION FOR US CITIZENSHIP AND PROCEEDINGS TO GRANT US CITIZENSHIP: PERMANENT			
<b><u>00061000.</u></b>	<b><u>COURT RECORDS NO LONGER CREATED</u></b>	<b><u>EVT+20</u></b>	<b><u>DEST</u></b>	<b><u>Y</u></b>
	RECORDS NO LONGER CREATED, UTILIZED OR MAINTAINED BY THE COURT FOR LEGAL PURPOSES. 20 YEARS AFTER REPEAL, MODIFICATION, SUPERSESSION OR AMENDMENT			

**/012/      CIRCUIT COURTS-RECORDS LISTED IN SCR 72**

**00062000.      COURT RECORDS IN BOOK FORM      EVT      DEST      Y**

COURT RECORDS KEPT IN BOOK FORM MAY CONTAIN VARIOUS CASE AND RECORD TYPES; DEPENDING UPON THE CASE AND RECORD TYPE, ONE OF THE FOLLOWING SHALL BE USED TO DETERMINE THE LONGEST MINIMUM RETENTION PERIOD AS SPECIFIED UNDER THIS RULE:

- 62 (A); BEGINNING WITH THE DATE OF FINAL ENTRY FOR THE MOST RECENTLY DISPOSED CASE
- 62 (B); BEGINNING WITH THE DATE OF FINAL ENTRY FOR FELONY CASE WHEN MAINTAINED IN BOOKS WITH OTHER CASE TYPES.
- 62 (C); BEGINNING WITH THE DAATE OF THE 18TH B-DAY OF THE YOUNGEST JUVINILE COVERED IN THE BOOK WHEN PERTAINING TO PROCEEDINGS COMMENCED UNDER CHAPTER 48 OF THE STATS.

**00063000.      INQUEST RECORDS      EVT      DEST      Y**

RECORDS OF AN INQUEST UNDER S. 979.08, STATS. INCLUDING TESTIMONY, EVIDENCE, WRITTEN INSTRUCTIONS AND FINDINGS OF PROBABLE CLAUSE OR VERDICT. NO RETENTION.; RECORD IS DELIVERED TO THE CORONER OR MEDICAL EXAMINER FOR SAFEKEEPING.

**00064000.      INCARCERATED PERSON RECORDS      EVT+5      DEST      Y**

FILES CONTAIN PRISONER LITIGATION CORRESPONDENCE, PLEADINGS AND OTHER DOCUMENBTS, USUALLY A WRIT OF HABEAS CORPUS OR CERTIORARI; THAT ARE KEPT IN GROUP FILES UNTIL THEY ARE REVIEWED BY A JUDGE TO DETERMINE IF THE ACTION CAN BE FILED WITHOUT THE PAYMENT OF FILING FEES AND COURT COSTS: 5 YEARS AFTER DATE OF SUBMISSION. IF THE ACTION MEETS THE FILING CRITERIA AS A CIVIL ACTION, IT BECOMES A CIVIL CASE AND IS RETAINED IN ACCORDANCE WITH SUB. (1).