

Agency Name and #			Request *	Retention	Disposition *
Division #	Division Name				
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145-COMMISSIONER OF INSURANCE					
/320/	CONSUMER COMPLAINT / MARKET REGULATION				
1	00035B00.	COMPLAINT FILES - IMAGED FILE	Renewal	EVT+10	DEST
155-PUBLIC SERVICE COMMISSION					
/002/	ADMINISTRATIVE SERVICES-RECORDS				
2	00008000.	NON-LANDMARK CASES	Amendment	EVT+10	DEST
3	00009000.	LANDMARK CASES	Amendment	EVT+10	SHSW
4	00020000.	NEWS RELEASES	Amendment	EVT+5	SHSW
5	00021000.	INFORMAL CASE FILES	Amendment	EVT+3	DEST
285A-UW MADISON					
6	19001912.	ENGINEERING UNDERGRADUATE STUDENT RECORD	New	EVT+15	DEST
/534265/	SMPH - MEDICINE - INFECTIOUS DISEASES				
7	53001926.	INFECTIOUS DISEASE CLINICAL STUDIES AND RESEARCH RECORDS	New	EVT+15	DEST
285D-UW GREEN BAY					
/285D/	UW GREEN BAY				
8	00468000	STUDENT CLIENT FILE	Renewal	EVT+5	DEST
9	00469000.	CURATOR OF ARTS FILES	Renewal	EVT+5	UW-TRANS
285P-UW HOSPITALS & CLINICS					
/518003/	UWHC - RADIOLOGY				
10	00063000.	DIAGNOSTIC X-RAYS - ADULT	Amendment	EVT+7	DEST
11	00063A00.	DIAGNOSTIC X-RAYS - MAMMOGRAPHY	Amendment	CR+10	DEST
12	00063B00.	DIAGNOSTIC X-RAYS - PEDIATRIC	Amendment	EVT+7	DEST
285W-UW SYSTEM ADMINISTRATION					
13	UWGNT001.	GRANT FOLDERS - FEDERAL AND NON-FEDERAL - ACCEPTED	New	CR+6	DEST
14	UWGNT002.	GRANT PROPOSALS REVIEW FILES - REJECTED OR NO RESPONSE	New	EVT+4	DEST
15	UWGNT003.	GRANT FILES - UW-SYSTEM ADMINISTERED	New	EVT+6	DEST
16	UWGNT004.	GRANT FILES - INTERNAL GRANT AWARD DOCUMENTATION	New	EVT+6	DEST
17	UWGNT005.	SCIENTIFIC OR RESEARCH MISCONDUCT RECORDS	New	EVT+7	DEST

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292- WI TECHNICAL COLLEGE SYSTEM BOARD					
/292/	<i>WISCONSIN TECHNICAL COLLEGE SYSTEM BOARD</i>				
18	00016000.	STAFF ACCOUNTING REPORTS	Amendment	EVT+7	DEST
19	00019000.	PROGRAM APPROVAL DOCUMENTS - WTCSB APPROVAL NOT REQUIRED	Amendment	EVT+3	DEST
20	00020000.	PROGRAM APPROVAL DOCUMENTS - WTCSB APPROVAL REQUIRED	Amendment	EVT+3	DEST
21	00022000.	UFFAS REPORTS	Amendment	EVT+7	DEST
22	00023000.	CLIENT REPORTING	Amendment	EVT+7	DEST
23	00026000.	CONTRACT REPORTS	Amendment	EVT+7	DEST

370-NATURAL RESOURCES					
/018/	<i>FACILITIES AND LAND</i>				
24	00780000.	MASTER PLAN CASE FILE - OFFICIAL FACILITIES & LAND (LF) RECORD	Amendment	P	PERM
25	00781000.	PROPERTY FEASIBILITY STUDIES	Amendment	P	PERM
/022/	<i>AIR MANAGEMENT</i>				
26	01169000.	AIR PERMIT APPLICATION	New	EVT+5	DEST
27	01170000.	AIR PERMIT REVIEW	New	EVT+5	DEST
28	01171000.	AIR PERMIT DETERMINATION	New	EVT+5	DEST
29	01172000.	AIR PERMIT BILLING	New	EVT+5	DEST
30	01173000.	AIR PERMIT CONTESTED CASE AND JUDICIAL REVIEW DOCUMENTS	New	EVT+10	DEST
/026/	<i>WASTE & MATERIAL MANAGEMENT</i>				
31	00430000.	SOLID WASTE LAND DISPOSAL / PLACEMENT CASE FILES	Amendment	EVT+10	DEST
32	00431000.	SOLID WASTE PCB (POLYCHLORINATED BIPHENYLS) STORAGE AND TREATMENT CASE FILES	Amendment	EVT+10	DEST
33	00433000.	CONSTRUCTION ON WASTE SITES CASE FILES	Amendment	EVT+10	DEST
34	00434000.	SOLID WASTE PROPOSED LANDFILL CASE FILES	Amendment	EVT+20	DEST
35	00435000.	SOLID WASTE PROCESSING FACILITY CASE FILES	Amendment	EVT+10	DEST
36	00436000.	SOLID WASTE STORAGE AND TRANSPORTATION FACILITY CASE FILES	Amendment	EVT+10	DEST
37	00437000.	WASTE MANAGEMENT COMPLAINT FILES	Amendment	EVT+10	DEST
38	00438000.	SOLID WASTE FACILITY OR HAZARDOUS WASTE FACILITY CONTESTED CASE / INFORMATIONAL HEARINGS	Amendment	EVT+5	DEST
39	00445000.	HAZARDOUS WASTE LAND DISPOSAL CASE FILES	Amendment	EVT+10	DEST
40	00446000.	HAZARDOUS WASTE TREATMENT OR STORAGE CASE FILES	Amendment	EVT+10	DEST

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41	00447000.	HAZARDOUS WASTE PROPOSED SITE CASE FILES	Amendment	EVT+10	DEST
42	00448000.	HAZARDOUS WASTE TRANSPORTERS AND TRANSFER FACILITIES FILES	Amendment	EVT+10	DEST
43	00449000.	HAZARDOUS WASTE GENERATOR CASE FILES	Amendment	EVT+10	DEST
44	00450000.	HAZARDOUS WASTE EXEMPT FACILITIES	Amendment	EVT+10	DEST
45	00451000.	MANIFESTS	Amendment	CR+10	DEST
46	00487000.	METALLIC MINING PROGRAM CASE FILES (INCLUDES FERROUS AND NON-FERROUS MINING)	Amendment	P	PERM
47	00488000.	NON-CONFORMING METALLIC MINING CASE FILES	Amendment	EVT+10	SHSW
48	00489000.	METALLIC MINING EXPLORATION FILES (INCLUDES FERROUS AND NON-FERROUS MINING)	Amendment	EVT+5	SHSW
49	00490000.	METALLIC MINING EXPLORATION DRILLHOLE LOCATION AND ABANDONMENT FILES (INCLUDES FERROUS AND NON-FERROUS MINING)	Amendment	P	PERM
50	00491000.	NON-METALLIC MINING MASTER FILES - NON-DNR REGULATORY AUTHORITY	Amendment	EVT+20	SHSW
51	00491A00.	NON-METALLIC MINING COUNTY MASTER FILES - DNR REGULATORY AUTHORITY	Amendment	EVT+20	SHSW
52	00493000.	MINING POLICY DOCUMENTATION (INCLUDES FERROUS AND NON-FERROUS MINING)	Amendment	EVT+10	SHSW
53	00495000.	MINING PUBLIC INFORMATION MATERIALS (INCLUDES FERROUS AND NON-FERROUS MINING)	Amendment	EVT+3	DEST
54	00507000.	RESPONSIBLE UNIT (RU) FILES	Amendment	EVT+3	DEST
55	00508000.	MATERIAL RECOVERY FACILITY FILES	Amendment	EVT+10	DEST
56	01160000.	SOLID WASTE / RECYCLABLES TRANSPORTATION FACILITY CASE FILES (INCLUDES INFECTIOUS WASTE TRANSPORTATION FACILITIES)	New	EVT+10	DEST
57	01161000.	INFECTIOUS / MEDICAL WASTE GENERATOR ANNUAL REPORT CASE FILES	New	EVT+10	DEST
58	01162000.	PHARMACEUTICAL AND SHARPS COLLECTION STATIONS	New	EVT+5	DEST
59	01163000.	BENEFICIAL USE OF INDUSTRIAL BY-PRODUCTS - CASE FILES	New	EVT+10	DEST
60	01164000.	BENEFICIAL USE ANNUAL CERTIFICATION REPORTS	New	EVT+5	DEST
61	01165000.	WASTE & MATERIALS MANAGEMENT PROGRAM DATA	New	P	PERM
62	01166000.	FILE INVENTORY TRACKING	New	EVT	DEST
63	01167000.	E-CYCLING FACILITY FILES	New	EVT+10	DEST
/027/	<i>REMEDIATION & REDEVELOPMENT</i>				
64	00515000.	BRRTS (BUREAU FOR REMEDIATION & REDEVELOPMENT TRACKING SYSTEM)	Amendment	P	PERM
65	00522000.	UST SITE REPORTS	Amendment	P	PERM
66	00523000.	ABANDONED CONTAINERS PROGRAM CASE FILES	Amendment	P	PERM

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67	00524000.	BROWNFIELD SITE CASE FILES	Amendment	P	PERM
68	00525000.	FEDERAL SUPERFUND CASE FILES	Amendment	P	PERM
69	00526000.	STATE FUNDED RESPONSE CASE FILES	Amendment	P	PERM
70	00527000.	VOLUNTARY PARTY LIABILITY EXEMPTION (VPLE) PROGRAM CASE FILES	Amendment	P	PERM
71	00528000.	DRY CLEANER ENVIRONMENTAL RESPONSE PROGRAM CASE FILES	Amendment	P	PERM
72	00532000.	SPILLS PROGRAM CASE FILES	Amendment	EVT+100	SHSW
73	00533000.	GIS REGISTRY SUMMARY DATA	Amendment	P	PERM
74	00534000.	GIS REGISTRY SITES DETAIL DATA - NO LONGER CONTAMINATED	Amendment	P	PERM
75	01122000.	PETROLEUM ENVIRONMENTAL CLEANUP FUND AWARD (PECFA) TECHNICAL SITE FILES	Amendment	P	PERM
76	01123000.	PETROLEUM ENVIRONMENTAL CLEANUP FUND AWARD (PECFA) REMEDIATION CLAIM FILES	Amendment	EVT+7	DEST
/043/	<i>WATER QUALITY</i>				
77	01174000.	SURFACE WATER INTEGRATED MONITORING SYSTEM (SWIMS)	New	P	PERM
78	01175000.	AQUATIC PLANT MANAGEMENT (APM) PERMIT	New	P	PERM
79	01176000.	REGISTER OF WATERBODIES (ROW)	New	P	PERM

395-TRANSPORTATION					
/037/	<i>DTIM - RR & HARBORS</i>				
80	00363000.	HARBOR ASSISTANCE PROGRAM (HAP) PROJECT FILES	Amendment	EVT+25	DEST
/231/	<i>DMV - QUALIFICATIONS & ISSUANCE</i>				
81	00047000.	MOTOR VEHICLE SURVEYS FILES	Amendment	EVT+2	DEST
82	00100A00.	DRIVER LICENSE (DL) AND IDENTIFICATION (ID) CARD APPLICATION / RENEWAL PAPER FILE	Amendment	EVT	DEST
83	00100C00.	DRIVER LICENSE AND ID CARD APPLICATION / RENEWAL DIGITAL IMAGE FILE	New	EVT+10	DEST
84	00221A00.	DRIVER CASE FILES - MEDICAL RELATED RECORDS	Amendment	EVT+2 MOS	DEST
85	00548000.	MEDICAL REVIEW BOARD HEARINGS FILE	Amendment	EVT+1	DEST
86	00667000.	COMMERCIAL DRIVER LICENSE (CDL) THIRD PARTY TESTING COMPANIES / EXAMINERS PAPER FILES	New	EVT	DEST
87	00668000.	COMMERCIAL DRIVER LICENSE (CDL) THIRD PARTY TESTING COMPANIES / EXAMINERS ELECTRONIC FILES	New	EVT+5	DEST
88	00669000.	CDL THIRD PARTY TESTING PAPER FILE OF INACTIVE COMPANIES AND EXAMINERS	New	EVT+5	DEST

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410-CORRECTIONS					
89	00182000.	SPECIAL REPORT ON TERMINATED OFFENDERS	Amendment	CR+30	SHSW

435-HEALTH SERVICES					
/102/	<i>DPH - ENVIRONMENTAL & OCCUPATIONAL HEALTH</i>				
90	01025A00.	ASBESTOS AND LEAD PROGRAMS - TRAINING, ACCREDITATION AND CERTIFICATION	Amendment	EVT+50	DEST
91	01025B00.	ASBESTOS AND LEAD PROGRAM - ACTIVITY NOTIFICATIONS	Amendment	EVT+50	DEST
92	01025C00.	ASBESTOS AND LEAD PROGRAM - ENFORCEMENT FILES	Amendment	EVT+50	DEST
/105/	<i>DPH- LOCAL HEALTH SUPPORT & EMERGENCY MEDICAL SERVICES</i>				
93	00228000.	FR/EMT CERTIFICATION / LICENSE	Amendment	EVT+8	DEST
94	00231000.	EMERGENCY MEDICAL SERVICE APPLICATION	Amendment	EVT+5	DEST
/225/	<i>DMHSAS AND DLTC - FACILITIES</i>				
95	00759000.	MEDICAL TEST TRACINGS / GRAPHS (EEG, EKG, X-RAY)	Amendment	EVT+8	DEST
96	00907000.	CASELOAD NOTES	Amendment	EVT+1	DEST
97	00978000.	MEDICATION ERROR REPORTS	Amendment	EVT+5	DEST
/405/	<i>DHCAA - FISCAL MANAGEMENT</i>				
98	01007000.	ESTATE RECOVERIES AND WFCAP MEDICAL ASSISTANCE ELIGIBILITY REQUIREMENTS	Amendment	FIS+3	DEST
/640/	<i>DQA -- DIVISION OF QUALITY ASSURANCE</i>				
99	01086000.	CAREGIVER MISCONDUCT INCIDENT REPORTS - NO JURISDICTION OR NO CAREGIVER NAMED / NO INVESTIGATION	Amendment	EVT+25	DEST
/646/	<i>DQA - OFFICE OF PLAN REVIEW INSPECTION</i>				
100	00592000.	HEALTH CARE CONSTRUCTION	Amendment	EVT+1	DEST
/810/	<i>SECRETARY AND EXECUTIVE OFFICES</i>				
101	00863000.	PUBLIC INFORMATION OFFICE EXTERNAL COMMUNICATION	Amendment	CR+3	SHSW

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437-CHILDREN & FAMILIES					
102	00317000.	ADMINISTRATOR AND POLICY MEMOS	Amendment	EVT+10	SHSW
<i>/100/</i>	<i>OFFICE OF THE SECRETARY</i>				
103	00212000.	OFFICE OF THE INSPECTOR GENERAL PROGRAM REVIEW FILES	New	EVT+7	DEST

445-WORKFORCE DEVELOPMENT					
<i>/120/</i>	<i>HUMAN RESOURCES</i>				
104	00363000.	DIVISION LIMITED ENGLISH PROFICIENCY (LEP) PLANS	Amendment	EVT+5	SHSW
105	00364000.	DIVISION LEP SELF ASSESSMENTS AND EVALUATION	Amendment	EVT+5	DEST
106	00366000.	LEP RELATED TOOLS	Amendment	EVT+1	DEST
107	00368000.	LEP OMBUDSMAN	Amendment	EVT+3	DEST
108	00370000.	LEP PROGRAM METRICS	Amendment	CR+3	DEST
<i>/900/</i>	<i>YOUTH APPRENTICESHIP</i>				
109	00032800.	STUDENT RECORDS	Amendment	EVT+50	DEST
110	00463000.	WISCONSIN YOUTH APPRENTICESHIP PROGRAM OPERATIONS DOCUMENTATION	Amendment	EVT+7	SHSW

485-VETERANS AFFAIRS					
<i>/002/</i>	<i>DIVISION OF VETERANS PROGRAMS</i>				
111	00021A00.	UNCOLLECTIBLE PRIMARY MORTGAGE HOUSING LOANS	Amendment	EVT+20	DEST
112	00089000.	DISCHARGE REVIEW / PRISON CLIENT RECORDS	New	EVT+5	DEST
113	00147000.	UNCOLLECTIBLE VETERANS LOANS	New	EVT+20	DEST

505-ADMINISTRATION					
<i>/213/</i>	<i>CAPITAL FINANCE</i>				
114	00024000.	BOND LEGAL DOCUMENTS	Renewal	EVT+4	DEST
<i>/216/</i>	<i>ENVIRONMENTAL IMPROVEMENT FUND</i>				
115	00117000.	MUNICIPAL FINANCIAL STATEMENTS AND FEDERAL SINGLE AUDITS	Amendment	EVT+4	DEST
116	00119000.	ADMINISTRATIVE FILES - DISBURSEMENT AND FUND TRANSFER RECORDS	Amendment	FIS+20	SHSW
117	00195000.	CLOSED-OUT LOAN RECORDS - LOAN APPLICATION, BOND TRANSCRIPT, AND DISBURSEMENT FILES	Amendment	EVT+4	DEST
<i>/225/</i>	<i>FINANCIAL REPORTING GAAP - STATE CONTROLLER'S OFFICE</i>				
118	00201000.	COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) WORKPAPERS	Renewal	FIS+10	DEST

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/400/	<i>FACILITIES DEVELOPMENT</i>				
119	00357A00.	BUILDING CONTRACT SUPPORTING DOCUMENTS	Renewal	EVT+10	DEST
/700/	<i>ENERGY</i>				
120	00162000.	ENERGY CONTRACT FILES	Renewal	EVT+5	DEST
/711/	<i>HOUSING AND COMMUNITY RESOURCES</i>				
121	00012A00.	COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM HISTORY DATA	Renewal	EVT+4	DEST
122	00013000.	DENIED COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECTS	Renewal	EVT+4	DEST
123	00014000.	COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT CASE FILES	Renewal	EVT+3	DEST
124	00015000.	COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) REVOLVING LOAN FUND SERVICING MANUALS	Renewal	EVT+4	DEST
125	00344000.	WISCONSIN FRESH START PROGRAM - GRANT ADMINISTRATIVE FILE	Renewal	EVT+5	DEST
126	00353000.	HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) HUD FINANCIAL REPORTS	Renewal	EVT+30	DEST
127	00354000.	FEDERAL HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) HOMEBUYER - GRANT CASE FILES	Renewal	EVT+20	DEST
128	00355000.	FEDERAL HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) HOMEBUYER - GRANT ADMINISTRATION FILES	Renewal	EVT+10	DEST
/800/	<i>FACILITIES MANAGEMENT</i>				
129	00350000.	BACKGROUND CHECKS ON CUSTODIAL CREWS	Amendment	EVT+6 MOS	DEST
/875/	<i>CAPITOL POLICE</i>				
130	00202000.	BLOOD BORNE PATHOGENS	Renewal	EVT+30	DEST

515-EMPLOYEE TRUST FUNDS					
/700/	<i>ETF DEPARTMENT RECORDS</i>				
131	00037000.	LIFE / ICI / ERA REMITTANCE REPORTS AND TRANSMITTALS	Amendment	EVT+7	DEST
132	00053000.	ETF GOVERNING BOARDS' MEETING MATERIALS - OPEN & CLOSED SESSIONS, ELECTRONIC 1911 THROUGH 2000	Amendment	P	PERM
133	00053A00.	ETF GOVERNING BOARD'S MEETING MATERIALS - OPEN SESSIONS, ELECTRONIC AND PAPER 2001 - 2015	Amendment	P	PERM
134	00053B00.	ETF GOVERNING BOARDS' MEETING MATERIALS - OPEN SESSIONS, ELECTRONIC 2016 - FORWARD	Amendment	P	PERM
135	00053C00.	ETF GOVERNING BOARDS' MEETING MATERIALS - CLOSED SESSIONS - ELECTRONIC 2016 - FORWARD	Amendment	P	PERM

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136	00053D00.	ETF GOVERNING BOARDS' MEETING MATERIALS - CLOSED SESSIONS, ELECTRONIC AND PAPER 2000 - 2015	New	P	PERM
137	00053E00.	BOARD ELECTION BALLOTS & REPORTS	New	EVT+1	DEST
138	00053F00.	BOARD MEMBER FILES	New	EVT+2	DEST
139	00053G00.	BOARD POLICIES	New	P	PERM
140	00072000.	EMPLOYEE REIMBURSEMENT ACCOUNT (ERA) PROCESSING APPLICATION	Amendment	EVT+4	DEST
141	00085000.	ADMINISTRATIVE EXPENSE ALLOCATIONS	Renewal	FIS+4	DEST
566-REVENUE					
<i>/4000/</i>	<i>RESEARCH & ANALYSIS</i>				
142	00190000.	SUBJECT FILES	Amendment	CR+7	DEST
143	00468000.	INCOME TAX SAMPLE, MODEL, AND AGGREGATED STATISTICS	New	P	PERM
<i>/8421/</i>	<i>LOTTERY</i>				
144	00469000.	INSTANT SCRATCH GAME MASTER FILE	New	EVT+10	DEST
680-SUPREME COURT					
<i>/001/</i>	<i>DIRECTOR OF STATE COURTS - MGMT SERVICES</i>				
145	00300000.	CIRCUIT COURT JUDGE AFFIDAVIT	Renewal	CR+5	DEST
<i>/004/</i>	<i>BOARD OF BAR EXAMINERS</i>				
146	00014000.	BAR APPLICANT FILES: ADMISSIONS	Amendment	EVT+45	DEST
147	00015000.	BAR APPLICANT FILES: BAR EXAMINEES NOT ADMITTED	Amendment	EVT+45	DEST
148	00016000.	BAR APPLICANT FILES: MOTION APPLICANTS NOT ADMITTED	Amendment	EVT+45	DEST
149	00023000.	WISCONSIN BAR EXAMINATION INFORMATION	Amendment	EVT+45	DEST
150	00024000.	BOARD MEETING MATERIALS	Amendment	EVT+45	DEST
151	00026000.	BAR APPLICANT FILES: DIPLOMA PRIVILEGE	Amendment	EVT+45	DEST
<i>/007/</i>	<i>MEDICAL MEDIATION PANELS</i>				
152	00200000	CLOSED MEDICAL MALPRACTICE CASE FILES	Renewal	EVT+20	DEST
<i>/012/</i>	<i>CIRCUIT COURTS-RECORDS LISTED IN SCR 72</i>				
153	00001000.	CIVIL CASE FILES	Renewal	EVT+20	DEST
154	00002000.	CIVIL COURT RECORD	Renewal	EVT+20	DEST
155	00003000.	CIVIL MINUTE RECORD	Renewal	EVT+20	DEST
156	00005000.	JUDGMENT DOCKET	Renewal	EVT+20	DEST
157	00006000.	LIEN CLAIMS	Amendment	EVT+30	DEST

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158	00006A00.	CONSTRUCTION LIENS	Amendment	EVT+6	DEST
159	00006B00.	CONDOMINIUM LIENS	Amendment	EVT+7	DEST
160	00007000.	DELINQUENT UNEMPLOYMENT COMPENSATIONS, PUBLIC ASSISTANCE AND WORKERS COMPENSATION PAYMENT WARRANTS, AND DOCKETS	Amendment	EVT+20	DEST
161	00007A00.	DELINQUENT INCOME OR FRANCHISE TAX WARRANT DOCKETS FILED BEFORE AUGUST 1, 1981	New	EVT+10	DEST
162	00007B00.	DELINQUENT INCOME OR FRANCHISE TAX WARRANT DOCKETS FILED ON AUGUST 1, 1981 TO APRIL 20, 2004	New	P	PERM
163	00007C00.	DELINQUENT INCOME OR FRANCHISE TAX WARRANT DOCKETS FILED ON OR AFTER MAY 1, 2004	New	EVT+20	DEST
164	00007D00.	DELINQUENT INCOME OR FRANCHISE TAX WARRANT DOCKETS FILED ON OR AFTER MAY 1, 2004 - RENEWED	New	EVT+20	DEST
165	00008000.	SMALL CLAIMS CASE FILES	Renewal	EVT+20	DEST
166	00008A00.	SMALL CLAIMS CASE FILES - DISMISSED CASES	Renewal	EVT+2	DEST
167	00009000.	SMALL CLAIMS COURT RECORD	Renewal	EVT+20	DEST
168	00009A00.	SMALL CLAIMS COURT RECORD - DISMISSED CASES	Renewal	EVT+2	DEST
169	00010000.	SMALL CLAIMS MINUTE RECORD	Renewal	EVT+20	DEST
170	00010A00.	SMALL CLAIMS MINUTE RECORD - DISMISSED CASES	Amendment	EVT+2	DEST
171	00011000.	FAMILY CASE FILES	Renewal	EVT+30	DEST
172	00011A00.	FAMILY CASE FILES-OPEN CASES AFTER 30 YEARS	Renewal	EVT+7	DEST
173	00011B00.	FAMILY CASE FILES - DISMISSED DIVORCES, LEGAL SEPARATIONS, AND ANNULMENTS	New	EVT+5	DEST
174	00012000.	FAMILY COURT RECORD	Renewal	EVT+30	DEST
175	00012A00.	FAMILY COURT RECORD CASES	Renewal	EVT+7	DEST
176	00012B00.	FAMILY COURT RECORD - DISMISSED DIVORCES, LEGAL SEPARATIONS AND ANNULMENTS	New	EVT+5	DEST
177	00013000.	FAMILY COURT MINUTE RECORD	Renewal	EVT+30	DEST
178	00013A00.	FAMILY COURT MINUTE RECORD - CONTINUING CASES	Renewal	EVT+7	DEST
179	00013B00.	FAMILY COURT MINUTE RECORD - DISMISSED DIVORCES, LEGAL SEPARATIONS AND ANNULMENTS	New	EVT+5	DEST
180	00014000.	FAMILY MAINTENANCE AND SUPPORT PAYMENT RECORDS	Renewal	EVT+30	DEST
181	00014A00.	FAMILY MAINTENANCE AND SUPPORT PAYMENT RECORDS	Renewal	EVT+7	DEST
182	00015000.	FELONY CASE FILES	Renewal	EVT+50	DEST
183	00015A00.	FELONY CASE FILES - CLASS A FELONIES	Renewal	EVT+75	DEST

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Agency Name and #			Request *	Retention	Disposition *
Division #	Division Name				
Index #	RDA #	RDA Title	(* see Legend on last page)		
184	00016000.	FELONY COURT RECORD	Renewal	EVT+50	DEST
185	00016A00.	FELONY COURT RECORD - CLASS A FELONIES	Renewal	EVT+75	DEST
186	00017000.	FELONY MINUTE RECORD	Renewal	EVT+50	DEST
187	00017A00.	FELONY MINUTE RECORD - CLASS A FELONIES	Renewal	EVT+75	DEST
188	00017G00.	SEXUALLY VIOLENT PERSON COMMITMENTS	New	EVT+75	DEST
189	00017M00.	SEXUALLY VIOLENT PERSON COMMITMENT COURT RECORD	New	EVT+75	DEST
190	00017R00.	SEXUALLY VIOLENT PERSON COMMITMENT MINUTE RECORD	New	EVT+75	DEST
191	00018000.	MISDEMEANOR CASE FILES	Renewal	EVT+20	DEST
192	00019000.	MISDEMEANOR COURT RECORD	Renewal	EVT+20	DEST
193	00020000.	MISDEMEANOR MINUTE RECORD	Renewal	EVT+20	DEST
194	00020G00.	COMPLEX FORFEITURES	New	EVT+20	DEST
195	00020M00.	COMPLEX FORFEITURES COURT RECORD	New	EVT+20	DEST
196	00020R00.	COMPLEX FORFEITURES MINUTE RECORD	New	EVT+20	DEST
197	00024000.	TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE VIOLATION CASE FILES	Renewal	EVT+5	DEST
198	00024A00.	TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE	Renewal	EVT+5	DEST
199	00024M00.	TRAFFIC FORFEITURE, CONSERVATION FORFEITURE AND ORDINANCE VIOLATION MINUTE RECORD	Amendment	EVT+5	DEST
200	00026000.	RECORDS OF JOHN DOE PROCEEDINGS	Amendment	EVT+75	DEST
201	00026A00.	RECORDS OF JOHN DOE PROCEEDINGS COMMENCED UNDER WIS. STAT. 968.02(3)	Amendment	EVT+75	DEST
202	00027000.	SEARCH WARRANTS	Renewal	EVT+75	DEST
203	00027M00.	JUVENILE COURT SEARCH WARRANTS	New	EVT+15	DEST
204	00028000.	RECORDS OF GRAND JURY PROCEEDINGS	Amendment	EVT+75	DEST
205	00029000.	ESTATE CASE FILES	Renewal	EVT+75	DEST
206	00030000.	PROBATE COURT RECORD	Renewal	EVT+75	DEST
207	00031000.	PROBATE MINUTE RECORD	Renewal	EVT+75	DEST
208	00032000.	GUARDIANSHIP CASE FILES	Renewal	EVT+7	DEST
209	00032A00.	GUARDIANSHIP CASE FILES - FIREARM RESTRICTION	New	EVT+75	DEST
210	00032B00.	GUARDIANSHIP CASE FILES - DEATH OF WARD WITH FIREARM RESTRICTION	New	EVT+7	DEST
211	00032C00.	GUARDIANSHIP CASE FILES - JUVENILE	New	EVT+7	DEST
212	00032D00.	GUARDIANSHIP CASE FILES - JUVENILE WITH FIREARM RESTRICTION	New	EVT+75	DEST
213	00032E00.	GUARDIANSHIP CASE FILES - DEATH OF JUVENILE WITH FIREARM RESTRICTION	New	EVT+7	DEST

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214	00033000.	GUARDIANSHIP COURT RECORD	Renewal	EVT+7	DEST
215	00033A00.	GUARDIANSHIP COURT RECORD - WITH FIREARM RESTRICTION	New	EVT+75	DEST
216	00033B00.	GUARDIANSHIP COURT RECORD - DEATH OF WARD WITH FIREARM RESTRICTION	New	EVT+7	DEST
217	00033C00.	GUARDIANSHIP COURT RECORD - JUVENILE	New	EVT+7	DEST
218	00033D00.	GUARDIANSHIP COURT RECORD - JUVENILE WITH FIREARM RESTRICTION	New	EVT+75	DEST
219	00033E00.	GUARDIANSHIP COURT RECORD - DEATH OF JUVENILE WITH FIREARM RESTRICTION	New	EVT+7	DEST
220	00034000.	GUARDIANSHIP MINUTE RECORD	Renewal	EVT+7	DEST
221	00034A00.	GUARDIANSHIP MINUTE RECORD - WITH FIREARM RESTRICTION	New	EVT+75	DEST
222	00034B00.	GUARDIANSHIP MINUTE RECORD - DEATH OF WARD WITH FIREARM RESTRICTION	New	EVT+7	DEST
223	00034C00.	GUARDIANSHIP MINUTE RECORD - JUVENILE	New	EVT+7	DEST
224	00034D00.	GUARDIANSHIP MINUTE RECORD - JUVENILE WITH FIREARM RESTRICTION	New	EVT+75	DEST
225	00034E00.	GUARDIANSHIP MINUTE RECORD - DEATH OF JUVENILE WITH FIREARM RESTRICTION	New	EVT+7	DEST
226	00035000.	WILLS DEPOSITED FOR SAFEKEEPING	Renewal	EVT+100	DEST
227	00036000.	WILLS NOT ADMITTED TO PROBATE	Renewal	EVT+100	DEST
228	00037000.	REGISTRY OF WILLS	Renewal	EVT+100	DEST
229	00038000.	MENTAL HEALTH CASE FILES	Amendment	EVT+7	DEST
230	00038A00.	MENTAL HEALTH CASE FILES - WITH FIREARM RESTRICTION	New	EVT+75	DEST
231	00039000.	MENTAL HEALTH COURT RECORD	Amendment	EVT+7	DEST
232	00039A00.	MENTAL HEALTH COURT RECORD - WITH FIREARM RESTRICTIONS	New	EVT+75	DEST
233	00040000.	MENTAL HEALTH MINUTE RECORD	Amendment	EVT+7	DEST
234	00040A00.	MENTAL HEALTH MINUTE RECORD - WITH FIREARM RESTRICTIONS	New	EVT+75	DEST
235	00042000.	TERMINATION OF PARENTAL RIGHTS AND ADOPTION CASE FILES	Renewal	P	PERM
236	00042A00.	JUVENILE DELINQUENCY, JUVENILES IN NEED OF PROTECTION AND SERVICES AND CHILDREN IN NEED OF PROTECTION AND SERVICES CASE	New	EVT+4	DEST
237	00042M00.	JUVENILE DELINQUENCY, JUVENILES / CHILD IN NEED OF PROTECTION AND SERVICES - ADJUDICATED DELINQUENT	New	EVT+75	DEST
238	00043000.	JUVENILE COURT RECORD	Renewal	EVT+4	DEST
239	00043A00.	JUVENILE COURT RECORD - ADJUDICATED	Amendment	EVT+75	DEST
240	00044000.	JUVENILE MINUTE RECORD	Renewal	EVT+4	DEST
241	00044A00.	JUVENILE MINUTE RECORD - ADJUDICATED	Amendment	EVT+75	DEST

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Index #	RDA #	RDA Title	(* see Legend on last page)		
242	00045000.	NON-CRIMINAL CASE EXHIBITS, PAPER AND NON-PAPER	Renewal	EVT+1	DEST
243	00046000.	CRIMINAL CASE EXHIBITS, PAPER AND NON-PAPER	Amendment	EVT+20	DEST
244	00046A00.	CRIMINAL CASE EXHIBITS CONTAINING BIOLOGICAL MATERIAL SUBJECT TO FORENSIC DEOXYRIBONUCLEIC ACID TESTING UNDER WIS. STAT. 974.07	Renewal	EVT+50	DEST
245	00047000.	COURT REPORTER NOTES	Renewal	EVT+10	DEST
246	00048000.	RECEIPTS	Renewal	CR+7	DEST
247	00049000.	BANK TRANSACTIONS	Renewal	CR+7	DEST
248	00050000.	TRUST ACCOUNT LEDGERS	Renewal	EVT	DEST
249	00051000.	CERTIFICATES OF PAYMENT	Renewal	EVT+7	DEST
250	00052000.	JURY PAYROLL	Renewal	EVT+7	DEST
251	00053000.	JUROR QUESTIONNAIRES	Renewal	EVT+4	DEST
252	00054000.	JURY ARRAY	Renewal	EVT+4	DEST
253	00055000.	RECORD OF JURORS	Renewal	EVT+4	DEST
254	00058000.	OATHS OF OFFICE	Renewal	EVT+7	DEST
255	00059000.	REGISTER OF OFFICIALS	Renewal	EVT+2	DEST
256	00060000.	NATURALIZATION RECORDS	Renewal	EVT+10	SHSW
257	00061000.	COURT RECORDS NO LONGER CREATED, UTILIZED, OR MAINTAINED	Renewal	EVT+20	DEST
258	00062000.	COURT RECORDS IN BOOK FORM	Renewal	EVT	DEST
259	00063000.	INQUEST RECORDS	Renewal	EVT	DEST
260	00064000.	INCARCERATED PERSON RECORDS	Renewal	EVT+5	DEST
261	00070000.	CORPORATE COUNSEL REGISTRATION	New	EVT+45	DEST

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COUNTIES AND OTHER LOCAL UNITS OF GOVERNMENT

Wisconsin Stat. § 16.61(3)(e) allows, but does not require, the Board to establish a minimum retention period for any record of a local unit of government. To do so, the document submitted by the local government for Board review must be sufficiently clear for the Board to understand the nature of the document and the requested retention period. However, any Board approval is limited to the retention period and does not cover any other aspect of the documents submitted, such as any accompanying local ordinance.

COUNTIES					
/067/	<i>WAUKESHA COUNTY</i>				
262	00001000.	ALL WAUKESHA COUNTY DIVISIONS RETENTION SCHEDULES	Amendment	VARIOUS	VARIOUS
263	00002000.	CLINICAL SERVICES RETENTION SCHEDULES	Amendment	VARIOUS	VARIOUS
264	00003000.	PUBLIC HEALTH RETENTION SCHEDULES	Amendment	VARIOUS	VARIOUS

CITIES					
/013251/	<i>CITY OF MADISON</i>				
265	GS000010.	BUDGET REQUESTS - DEPARTMENTS	Amendment	FIS+4	DEST
266	GS000018.	GENERAL CORRESPONDENCE	Renewal	CR+7	DEST
267	GS000019.	GENERAL PROGRAM OR SUBJECT FILES	Amendment	CR+7	DEST
268	GS000024.	PAYROLL RELATED RECORDS	Amendment	FIS+7	DEST
269	GS000037.	GRANT FILES	Amendment	EVT+7	DEST
270	GS000039.	VEHICLE MAINTENANCE	Amendment	EVT+7	DEST
271	GS000042.	AUDITS	Renewal	FIS+7	DEST
272	GS000066.	PROCUREMENT REQUEST FOR BID / PROPOSAL / INFORMATION	New	FIS+7	DEST
/11/	<i>MONONA TERRACE</i>				
273	MT000002.	EVENT FILES	Renewal	FIS+7	DEST
/30/	<i>ASSESSOR</i>				
274	AS000001.	ASSESSMENT ROLL RECORDS	Renewal	FIS+7	DEST
275	AS000002.	ASSESSMENT OBJECTIONS	Amendment	FIS+7	DEST
276	AS000004.	CONTROL & SCHOOL DISTRICT TOTALS	Amendment	FIS+50	DEST
277	AS000015.	PROPERTY STATEMENTS	Amendment	FIS+7	DEST
/33/	<i>COMPTROLLER</i>				
278	CP000001.	AMBULANCE RECORDS	Amendment	FIS+7	DEST
279	CP000003.	DEBT ISSUES & DEBT SERVICE PAYMENT	Amendment	FIS+28	DEST
280	CP000015.	SPECIAL ASSESSMENTS	Amendment	FIS+15	DEST

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281	CP000024.	BUDGET DOCUMENTS - FINANCE	New	FIS+7	DEST
/37/	<i>SENIOR CENTER</i>				
282	SC000002.	SENIOR CENTER PROJECT FILES	Amendment	FIS+7	DEST
/39/	<i>MUNICIPAL COURT</i>				
283	MC000001.	MUNICIPAL COURT CASES	Amendment	EVT+5	DEST
284	MC000002.	COURT AUDIO RECORDINGS	Amendment	CR+10	DEST
/46/	<i>TREASURER</i>				
285	TR000001.	ANIMAL LICENSES	Amendment	FIS+4	DEST
286	TR000002.	BANKING AND INVESTMENT	Amendment	FIS+7	DEST
287	TR000003.	TAX RECORDS	Amendment	FIS+7	DEST
/49/	<i>COMMUNITY DEVELOPMENT AUTHORITY-HOUSING</i>				
288	HO000001.	CANCELED APPLICATIONS	Amendment	FIS+3	DEST
289	HO000004.	PROJECT DEVELOPMENTS	Amendment	EVT+10	DEST
290	HO000007.	TENANT TRANSACTION FILES	Amendment	FIS+10	DEST
291	HO000009.	PARTICIPANT FILES	Amendment	EVT+3	DEST
292	HO000010.	PARTICIPANT FILES - MONEY OWED	Amendment	EVT+10	DEST
/50/	<i>METRO</i>				
293	ME000001.	ACCIDENTS AND INCIDENTS	Renewal	EVT+7	DEST
294	ME000002.	PARATRANSIT RECORDS	Renewal	EVT+7	DEST
/60/	<i>PARKS</i>				
295	PA000005.	ANNUAL PARK PERMITS	Amendment	FIS+1	DEST
296	PA000006.	PARKS DEVELOPMENT	New	EVT+10	TRANS OTHER
297	PA000007.	FOREST HILL CEMETERY	New	P	PERM
/028024/	<i>CITY OF PALMYRA</i>				
298	00123000.	CITY-WIDE RETENTION SCHEDULES	New	VARIOUS	VARIOUS
/041251/	<i>CITY OF MILWAUKEE</i>				
299	00123000.	CITY-WIDE RETENTION SCHEDULES	Amendment	VARIOUS	VARIOUS
OTHER LOCAL UNITS					
<i>292-10 LAKESHORE TECHNICAL COLLEGE</i>					
/292.10/123/	<i>STUDENT SERVICES</i>				
300	STU01500.	ADMISSIONS DOCUMENTS FOR APPLICANTS	Amendment	EVT+3	DEST

Agency Name and #				
Division #	Division Name		Request *	Retention
Index #	RDA #	RDA Title	(* see Legend on last page)	

Request and Disposition Legend

New: Submission has not been reviewed before
 Amendment: Submission has changes from previous version
 Renewal: Submission has no changes from previous version
 Extension: Sunset date extension request

DEST: Destroy or Destroy Confidential
 SHSW: Transfer to Wisconsin Historical Society
 UW-TRANS: Transfer to UW Archives
 TRANS OTHER: Transfer as noted on submission
 PERM: Retain Permanently