

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE

General Accounting

GR

F. Koster

7/21/62

DESTRUCTION DATE

Permanent

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER

DATE:

/ /

8073

DATE:

/ /

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

42095

CH'S and JU'S FY '81

NOV

FEB

GRR000780

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

9/21/82

DATE SENT

1 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT: <i>Accounting</i>	PREPARED AND SENT BY: <i>F. K. [unclear]</i>	DATE: <i>11/1/81</i>
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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: 8074	RECEIVED BY:	BIN NUMBER:
DATE: <i>1 / 1</i>		DATE: <i>1 / 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>check if [unclear] Total Balance</i> FY 81 <i>JUNE FY 81 is Retained in</i> <i>the OFFICE</i>			<i>July 8</i>	<i>MAY 81</i>
		GRR000781			

DEPARTMENT MANAGER'S APPROVAL: <i>[Signature]</i>	DATE APPROVED: <i>9/23/82</i>	DATE SENT: <i>1 / 1</i>
--	----------------------------------	----------------------------

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68, PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
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Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT: <i>General Accounting</i>	PREPARED AND SENT BY: <i>T. Koster</i>	DATE: <i>9/21/82</i>
--	---	-------------------------

DESTRUCTION DATE:
Permanent

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: 8075	RECEIVED BY:	BIN NUMBER:
DATE: <i>/ /</i>		DATE: <i>/ /</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
420AS	GA's & JV's FY '80 BOOK 2 OF MONTH APRIL, MAY BOOK 1 1/2 OF JUNE + BOOK 1 1/2 OF JUNE BOOK 2 OF JUNE is with the GA's & JV's FY '80 JUNE's BOOK 3 is with the GENERAL LEDGER for FY '80			MARCH	APRIL JUNE
DEPARTMENT MANAGER'S APPROVAL: <i>[Signature]</i>		DATE APPROVED: <i>9/23/82</i>		DATE SENT: <i>/ /</i>	

GRR000782

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/78

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
U. S. DEPARTMENT OF AGRICULTURE	U. S. DEPARTMENT OF AGRICULTURE	7/21/20

DESTRUCTION DATE

✓
PERMANENT

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE:	8076	DATE:	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	General Ledger Total Balance + 3RD BOOK OF JUNE 6th JULY INPUT FY 80 JUNE FY 80 IS RETAINED IN THE OFFICE			30th	MAY

GRR000783

GRR000783

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	8/23/92	1/1

SCM CORPORATION

ORIGINATING DEPARTMENT

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Yellow: To Records Center inside box.
Green: Retain for File.

PREPARED AND SENT BY

DATE _____

DESTRUCTION DATE:

Permanent

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	STATUS
101	10/10/2023	14:30	Room 101	Occupied
102	10/10/2023	15:00	Room 102	Occupied
103	10/10/2023	15:30	Room 103	Occupied
104	10/10/2023	16:00	Room 104	Occupied
105	10/10/2023	16:30	Room 105	Occupied
106	10/10/2023	17:00	Room 106	Occupied
107	10/10/2023	17:30	Room 107	Occupied
108	10/10/2023	18:00	Room 108	Occupied
109	10/10/2023	18:30	Room 109	Occupied
110	10/10/2023	19:00	Room 110	Occupied
111	10/10/2023	19:30	Room 111	Occupied
112	10/10/2023	20:00	Room 112	Occupied
113	10/10/2023	20:30	Room 113	Occupied
114	10/10/2023	21:00	Room 114	Occupied
115	10/10/2023	21:30	Room 115	Occupied
116	10/10/2023	22:00	Room 116	Occupied
117	10/10/2023	22:30	Room 117	Occupied
118	10/10/2023	23:00	Room 118	Occupied
119	10/10/2023	23:30	Room 119	Occupied
120	10/10/2023	00:00	Room 120	Occupied
121	10/10/2023	00:30	Room 121	Occupied
122	10/10/2023	01:00	Room 122	Occupied
123	10/10/2023	01:30	Room 123	Occupied
124	10/10/2023	02:00	Room 124	Occupied
125	10/10/2023	02:30	Room 125	Occupied
126	10/10/2023	03:00	Room 126	Occupied
127	10/10/2023	03:30	Room 127	Occupied
128	10/10/2023	04:00	Room 128	Occupied
129	10/10/2023	04:30	Room 129	Occupied
130	10/10/2023	05:00	Room 130	Occupied
131	10/10/2023	05:30	Room 131	Occupied
132	10/10/2023	06:00	Room 132	Occupied
133	10/10/2023	06:30	Room 133	Occupied
134	10/10/2023	07:00	Room 134	Occupied
135	10/10/2023	07:30	Room 135	Occupied
136	10/10/2023	08:00	Room 136	Occupied
137	10/10/2023	08:30	Room 137	Occupied
138	10/10/2023	09:00	Room 138	Occupied
139	10/10/2023	09:30	Room 139	Occupied
140	10/10/2023	10:00	Room 140	Occupied
141	10/10/2023	10:30	Room 141	Occupied
142	10/10/2023	11:00	Room 142	Occupied
143	10/10/2023	11:30	Room 143	Occupied
144	10/10/2023	12:00	Room 144	Occupied
145	10/10/2023	12:30	Room 145	Occupied
146	10/10/2023	13:00	Room 146	Occupied
147	10/10/2023	13:30	Room 147	Occupied
148	10/10/2023	14:00	Room 148	Occupied
149	10/10/2023	14:30	Room 149	Occupied
150	10/10/2023	15:00	Room 150	Occupied
151	10/10/2023	15:30	Room 151	Occupied
152	10/10/2023	16:00	Room 152	Occupied
153	10/10/2023	16:30	Room 153	Occupied
154	10/10/2023	17:00	Room 154	Occupied
155	10/10/2023	17:30	Room 155	Occupied
156	10/10/2023	18:00	Room 156	Occupied
157	10/10/2023	18:30	Room 157	Occupied
158	10/10/2023	19:00	Room 158	Occupied
159	10/10/2023	19:30	Room 159	Occupied
160	10/10/2023	20:00	Room 160	Occupied
161	10/10/2023	20:30	Room 161	Occupied
162	10/10/2023	21:00	Room 162	Occupied
163	10/10/2023	21:30	Room 163	Occupied
164	10/10/2023	22:00	Room 164	Occupied
165	10/10/2023	22:30	Room 165	Occupied
16				

DATE:

DATE:

8077

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

420A5

CHS & JV'S FY 79

July

No y

DEPARTMENT MANAGER'S APPROVAL _____

DATE APPROVED _____

DATE SENT

4 123182

11

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
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Green: Retain for File.

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY

DATE _____

DESTRUCTION DATE

✓
PERMANENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
101	10/10/2023	10:00	Room 101	Occupied	Person A
102	10/10/2023	10:05	Room 102	Occupied	Person B
103	10/10/2023	10:10	Room 103	Occupied	Person C
104	10/10/2023	10:15	Room 104	Occupied	Person D
105	10/10/2023	10:20	Room 105	Occupied	Person E
106	10/10/2023	10:25	Room 106	Occupied	Person F
107	10/10/2023	10:30	Room 107	Occupied	Person G
108	10/10/2023	10:35	Room 108	Occupied	Person H
109	10/10/2023	10:40	Room 109	Occupied	Person I
110	10/10/2023	10:45	Room 110	Occupied	Person J
111	10/10/2023	10:50	Room 111	Occupied	Person K
112	10/10/2023	10:55	Room 112	Occupied	Person L
113	10/10/2023	11:00	Room 113	Occupied	Person M
114	10/10/2023	11:05	Room 114	Occupied	Person N
115	10/10/2023	11:10	Room 115	Occupied	Person O
116	10/10/2023	11:15	Room 116	Occupied	Person P
117	10/10/2023	11:20	Room 117	Occupied	Person Q
118	10/10/2023	11:25	Room 118	Occupied	Person R
119	10/10/2023	11:30	Room 119	Occupied	Person S
120	10/10/2023	11:35	Room 120	Occupied	Person T
121	10/10/2023	11:40	Room 121	Occupied	Person U
122	10/10/2023	11:45	Room 122	Occupied	Person V
123	10/10/2023	11:50	Room 123	Occupied	Person W
124	10/10/2023	11:55	Room 124	Occupied	Person X
125	10/10/2023	12:00	Room 125	Occupied	Person Y
126	10/10/2023	12:05	Room 126	Occupied	Person Z
127	10/10/2023	12:10	Room 127	Occupied	Person AA
128	10/10/2023	12:15	Room 128	Occupied	Person AB
129	10/10/2023	12:20	Room 129	Occupied	Person AC
130	10/10/2023	12:25	Room 130	Occupied	Person AD
131	10/10/2023	12:30	Room 131	Occupied	Person AE
132	10/10/2023	12:35	Room 132	Occupied	Person AF
133	10/10/2023	12:40	Room 133	Occupied	Person AG
134	10/10/2023	12:45	Room 134	Occupied	Person AH
135	10/10/2023	12:50	Room 135	Occupied	Person AI
136	10/10/2023	12:55	Room 136	Occupied	Person AJ
137	10/10/2023	13:00	Room 137	Occupied	Person AK
138	10/10/2023	13:05	Room 138	Occupied	Person AL
139	10/10/2023	13:10	Room 139	Occupied	Person AM
140	10/10/2023	13:15	Room 140	Occupied	Person AN
141	10/10/2023	13:20	Room 141	Occupied	Person AO
142	10/10/2023	13:25	Room 142	Occupied	Person AP
143	10/10/2023	13:30	Room 143	Occupied	Person AQ
144	10/10/2023	13:35	Room 144	Occupied	Person AR
145	10/10/2023	13:40	Room 145	Occupied	Person AS
146	10/10/2023	13:45	Room 146	Occupied	Person AT
147	10/10/2023	13:50	Room 147	Occupied	Person AU
148	10/10/2023	13:55	Room 148	Occupied	Person AV
149	10/10/2023	14:00	Room 149	Occupied	Person AW
150	10/10/2023	14:05	Room 150	Occupied	Person AX
151	10/10/2023	14:10	Room 151	Occupied	Person AY
152	10/10/2023	14:15	Room 152	Occupied	Person AZ
153	10/10/2023	14:20	Room 153	Occupied	Person BA
154	10/10/2023	14:25	Room 154	Occupied	Person BB
155	10/10/2023	14:30	Room 155	Occupied	Person BC
156	10/10/2023	14:35	Room 156	Occupied	Person BD
157	10/10/2023	14:40	Room 157	Occupied	Person BE
158	10/10/2023	14:45			

DATE:

DATE:

8078

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

420A5

CHS AJS FY79

~~JUNE 15 RETURNED TO OFFICE~~

Ap. 1

~~JUNE~~
~~###~~
JUNE

GRR000785

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT	
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DATE APPROVED
5/23/82

711

FORM 68 PRINTED IN U.S.A. 10/78

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Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE	
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General Accounting - CR - F Koster	9/21/82
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DESTRUCTION DATE.

Perth

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER								
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DATE:

DATE:

8079

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

120A5

Chas. and JV'S - FY 81

~~JUNE IS RE-MAILED IN OFFICE~~

AA:CH

~~JUNE~~
~~1977~~
JUNE

GRR000786

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

DATE APPROVED
9/23/82

ENT
1 1

THE GLIDDEN COMPANY

FORM 88 PRINTED IN U.S.A. 9/86

ORIGINATING DEPARTMENT

Originator	Top White
	Bottom White
	Pink
	Yellow
	Green

Wet and attach to outside narrow end of box
Wet and attach to inside box cover.
To Records Center inside box
To Records Center inside box
Retain for File

ORIGINATING DEPARTMENT		DIVISION		CHARGE TO						
General Accounting		Glidden		LOCATION	G.L.	ACCT CODE	SUB	COST CENTER	P.C.	OPT.
PREPARED BY		DATE								
Reboxed by M. Johnson/D. Uhler		9 / 21 / 82				7640				
August 1988				DESTRUCTION DATE (MONTH & YEAR)						
				PERM						

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY.	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE	8080	DATE	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	General Ledger Trial Balance FY 78 June FY 78 is retained in the office.			July 77	May 78

GRR000787

DEPARTMENT MANAGER'S APPROVAL

J. C. COBB

DATE APPROVED _____

1-23-82

DATE SENT

201/100

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 66 PRINTED IN U.S.A. 10/76

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Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY:	DATE:
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TO:	DESTRUCTION DATE
-----	------------------

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE: / /	8081	DATE: / /	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	General Project Transfer to 5/11 JUNE FY 74 is maintained in the OFFICE				MAY 74

GRR000788

DEPARTMENT MANAGER'S APPROVAL:	DATE APPROVED:	DATE SENT:
<i>[Signature]</i>	5/23/82	1/1

SCM CORPORATION

ORIGINATING DEPARTMENT.

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
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Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT.

PREPARED AND SENT BY

DATE

DESTRUCTION DATE

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
101	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
102	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
103	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
104	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
105	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
106	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
107	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
108	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Blue
109	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Yellow
110	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Purple
111	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Red
112	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Orange
113	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Pink
114	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Brown
115	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Green
116	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. White
117	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Grey
118	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Blue
119	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Yellow
120	10/10/2023	11:35	Room 120	Occupied	Guest Mrs. Purple
121	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Red
122	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Orange
123	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Pink
124	10/10/2023	11:55	Room 124	Occupied	Guest Mrs. Brown
125	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Green
126	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. White
127	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Grey
128	10/10/2023	12:15	Room 128	Occupied	Guest Mrs. Blue
129	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Yellow
130	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Purple
131	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Red
132	10/10/2023	12:35	Room 132	Occupied	Guest Mrs. Orange
133	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Pink
134	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Brown
135	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Green
136	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. White
137	10/10/2023	1:00	Room 137	Occupied	Guest Mr. Grey
138	10/10/2023	1:05	Room 138	Occupied	Guest Mrs. Blue
139	10/10/2023	1:10	Room 139	Occupied	Guest Mr. Yellow
140	10/10/2023	1:15	Room 140	Occupied	Guest Mrs. Purple
141	10/10/2023	1:20	Room 141	Occupied	Guest Mr. Red
142	10/10/2023	1:25	Room 142	Occupied	Guest Mrs. Orange
143	10/10/2023	1:30	Room 143	Occupied	Guest Mr. Pink
144	10/10/2023	1:35	Room 144	Occupied	Guest Mrs. Brown
145	10/10/2023	1:40	Room 145	Occupied	Guest Mr. Green
146	10/10/2023	1:45	Room 146	Occupied	Guest Mrs. White
147	10/10/2023	1:50	Room 147	Occupied	Guest Mr. Grey
148	10/10/2023	1:55	Room 148	Occupied	Guest Mrs. Blue
149	10/10/2023	2:00	Room 149	Occupied	Guest Mr. Yellow
150	10/10/2023	2:05	Room 150	Occupied	Guest Mrs. Purple
151	10/10/2023	2:10	Room 151	Occupied	Guest Mr. Red
152	10/10/2023	2:15	Room 152	Occupied	Guest Mrs. Orange
153	10/10/2023	2:20	Room 153	Occupied	Guest Mr. Pink
154	10/10/2023	2:25	Room 154	Occupied	Guest Mrs. Brown
155	10/10/2023	2:30	Room 155	Occupied	Guest Mr. Green
156	10/10/2023	2:35	Room 156	Occupied	Guest Mrs. White
157	10				

DATE:

DATE

8082

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

YCAL

7/11/80

Doc - Feb + Dec 1944

DL

1151

GRR000789

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

9123152

/ /

SCM CORPORATION

FORM 68 PRINTED IN U.S. A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT.	PREPARED AND SENT BY.	DATE.
1071	F. K. ...	11/21/38

To: Mr. J. H. [illegible]

✓
PERMANENT

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER
DATE: / /	8083	DATE: / /	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
442045	6000 and 6000 FY 80			6000	6000

GRR000790

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	31 23/82	1 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT: <i>Inventory</i>	PREPARED AND SENT BY: <i>W. H. Jones</i>	DATE: <i>9/15/82</i>
TO: <i>Procs - Center</i>		

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE: <i>1 1</i>	<i>8084</i>	DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>Inventory</i>				
	<i>September 1980</i>				
	<i>October 1980</i>				
	<i>November 1980</i>				
	<i>December 1980</i>				

GRR000791

DEPARTMENT MANAGER'S APPROVAL: <i>[Signature]</i>	DATE APPROVED: <i>9/29/82</i>	DATE SENT: <i>1 1</i>
--	----------------------------------	--------------------------

FORM 68 PRINTED IN U.S.A. 9/86

ORIGINATING DEPARTMENT

DESTRUCTION DATE (MONTH & YEAR)

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

CONTENTS

DEPARTMENT MANAGER'S APPROVAL

M. Pavella

DATE APPROVED

DATE APPROVED
9 / 2 / 82

DATE SENT	
-----------	--

/ /

SCM CORPORATION

FORM 62 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	SIN NUMBER:
DATE:	8087	DATE:	

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
<i>M. L. Linder</i>	9/29/82	1 1

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT.

PREPARED AND SENT BY

DATE _____

79

DESTRUCTION DATE

✓

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY

BIN NUMBER	
1	2
3	4
5	6
7	8
9	0
1	2
3	4
5	6
7	8
9	0

DATE:

DATE.

8096

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

SEC SCHEDULES

MARCH 1980

DEC. 1979

SEPT 1979

JUNE 1979

MARCH 1979

הדו-לשונית / הדו-לשונית

1100-77-131

GRR000794

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

1015182

/

SCM CORPORATION

Originator: Top White. Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File

ORIGINATING DEPARTMENT PROPERTY ACCT	PREPARED AND SENT BY D. D. F.	DATE 11/11/82
CLERK BLOG		

		DESTRUCTION DATE ✓ 12-27	
RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE: 1 1	8140	DATE: 1 1	12/1/89 8-1989

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Fixed Asset System Conversion Reports and FY 1980 Replacement Cost Reports				

GRR000796

DEPARTMENT MANAGER'S APPROVAL

R. K. J. G.

DATE APPROVED

11/11/82

DATE SENT

11

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 58 PRINTED IN U.S.A. 10/78

Originator:

Bottom: W.

Pink:

Yellow:

Green:

To:

Retain for File.

ORIGINATING DEPARTMENT:

C&R Division Credit

PREPARED AND SENT BY:

Marie James

DATE:

12 / 7 / 82

TO:

Executive Offices Records Center

DESTRUCTION DATE:

9/1/90

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER:

8147

DATE:

1 / 1

RECEIVED BY:

BIN NUMBER:

DATE:

1 / 1

CONTENTS

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
N/A	C&R Div. Credit Dept. Suspense Closeout Files	HA David Hackler	Lz Michael Lutz	7/79	6/80
	1110-77-045				

GRR000797

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

/ /

DATE SENT

12 / 7 / 82

Originator: TOP White Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE.

C&R Division Credit

Marie James

12 / 7 / 82

Executive Offices Records Center

DESTRUCTION DATE:

9/1/90

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER:

RECORDS CENTER

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	DESCRIPTION	REMARKS
1	10/10/2023	10:00	101	101	101
2	10/10/2023	10:00	101	101	101
3	10/10/2023	10:00	101	101	101
4	10/10/2023	10:00	101	101	101
5	10/10/2023	10:00	101	101	101
6	10/10/2023	10:00	101	101	101
7	10/10/2023	10:00	101	101	101
8	10/10/2023	10:00	101	101	101
9	10/10/2023	10:00	101	101	101
10	10/10/2023	10:00	101	101	101
11	10/10/2023	10:00	101	101	101
12	10/10/2023	10:00	101	101	101
13	10/10/2023	10:00	101	101	101
14	10/10/2023	10:00	101	101	101
15	10/10/2023	10:00	101	101	101
16	10/10/2023	10:00	101	101	101
17	10/10/2023	10:00	101	101	101
18	10/10/2023	10:00	101	101	101
19	10/10/2023	10:00	101	101	101
20	10/10/2023	10:00	101	101	101
21	10/10/2023	10:00	101	101	101
22	10/10/2023	10:00	101	101	101
23	10/10/2023	10:00	101	101	101
24	10/10/2023	10:00	101	101	101
25	10/10/2023	10:00	101	101	101
26	10/10/2023	10:00	101	101	101
27	10/10/2023	10:00	101	101	101
28	10/10/2023	10:00	101	101	101
29	10/10/2023	10:00	101	101	101
30	10/10/2023	10:00	101	101	101
31	10/10/2023	10:00	101	101	101
32	10/10/2023	10:00	101	101	101
33	10/10/2023	10:00	101	101	101
34	10/10/2023	10:00	101	101	101
35	10/10/2023	10:00	101	101	101
36	10/10/2023	10:00	101	101	101
37	10/10/2023	10:00	101	101	101
38	10/10/2023	10:00	101	101	101
39	10/10/2023	10:00	101	101	101
40	10/10/2023	10:00	101	101	101
41	10/10/2023	10:00	101	101	101
42	10/10/2023	10:00	101	101	101
43	10/10/2023	10:00	101	101	101
44	10/10/2023	10:00	101	101	101
45	10/10/2023	10:00	101	101	101
46	10/10/2023	10:00	101	101	101
47	10/10/2023	10:00	101	101	101
48	10/10/2023	10:00	101	101	101
49	10/10/2023	10:00	101	101	101
50	10/10/2023	10:00	101	101	101
51	10/10/2023	10:00	101	101	101
52	10/10/2023	10:00	101	101	101
53	10/10/2023	10:00	101	101	101
54	10/10/2023	10:00	101	101	101
55	10/10/2023	10:00	101	101	101
56	10/10/2023	10:00	101	101	101
57	10/10/2023	10:00	101	101	101
58	10/10/2023	10:00	101	101	101
59	10/10/2023	10:00</			

DATE:

DATE:

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

N/A

DESCRIPTION OF RECORDS

C&R Div. Credit Dept. Suspense Closeout Files

RA

SR

7/79

6/80

R & W Sheet

**Metal,
Inc.**

Spratlin-
Dugin,
Inc.

GRR000798

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT	
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12 / 7 / 82

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator Top White Wet and attach to outside narrow end of box
Bottom White Wet and attach to inside box cover
Pink To Records Center inside box.
Yellow To Records Center inside box.
Green Retain for File

ORIGINATING DEPARTMENT C&R Division Credit	PREPARED AND SENT BY Marie James	DATE 12 / 7 / 82
--	--	----------------------------

TO

Executive Offices Records Center

DESTRUCTION DATE

9/1/90

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER	RECEIVED BY:	BIN NUMBER
DATE 1 / 1	8150	DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
N/A	C&R Div. Credit Dept. Suspense Closeout Files	MC James McAnally	Q Quality Refinish- ing, Inc.	7/79	6/80
GRR000800					

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED 1 / 1	DATE SENT 12 / 7 / 82
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT: C&R Division Credit	PREPARED AND SENT BY: Marie James	DATE: 12 / 7 / 82
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TO: **Executive Offices Records Center**

RECORDS PROCESSING DEPARTMENT		RECEIVED BY:	BOX NUMBER: 8151	RECEIVED BY:	BIN NUMBER:
DATE: 1 / 1		DATE: 1 / 1			

DESTRUCTION DATE 9/1/90

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
N/A	C&R Div. Credit Dept. Suspense Closeout Files	SS Roger Stanhope	XYZ Robert Zucker- man	7/89	6/80
GRR000801					

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED 1 / 1	DATE SENT 12 / 7 / 82
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator: 100 White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE:

C&R Division Credit

Marie James

12 / 7 / 82

TO:

DESTRUCTION DATE:

9/1/90

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER:

DATE:

1 / 1

8152

DATE:

1 / 1

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

N/A

C&R Div. Credit Dept. Suspense Closeout Files

**CS GZ
Ricardo Mike
Cuadros Gurnett**

7/79

6/80

GRR000802

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

1 / 1

12 / 7 / 82

FILE TRANSFER RECORD-AND-INVENTORY

SCM CORPORATION

FORM 58 PRINTED IN U.S.A. 10/78

Originator: Top White: Wet and attach to outside narrow end of box
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Accts Payable M. Reckling 12/20/82

DESTRUCTION DATE

12-1988

12/20/87

23

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE:

/ /

8156

DATE

/ /

Per M. Lites

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/P vouchers & invoices	Web		July	Dec 1981
	1980 Macro Commissions		34.		
	Working Fund Journals				
	Jan - June 1981				
	9030-77-066				

GRR000803

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

/ /

/ /

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator: Top White. Wet and attach to outside narrow end of box.
Bottom White. Wet and attach to inside box cover.
Pink. To Records Center inside box.
Yellow. To Records Center inside box.
Green. Retain for File.

ORIGINATING DEPARTMENT <i>Accts Payable</i>	PREPARED AND SENT BY <i>M. Resbling</i>	DATE <i>12/20/82</i>
--	--	-------------------------

18	DESTRUCTION DATE <i>12-1988</i> <i>12/20/87</i>
----	---

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER <i>5157</i>	RECEIVED BY <i>per M. Vitas</i>	BIN NUMBER
DATE <i>1 1</i>		DATE <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>a/p vouchers & invoices</i>	<i>Per</i>	<i>Reilly</i>	<i>July</i>	<i>Dec 1981</i>
		GRR000804			

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
-------------------------------	-----------------------------	-------------------------

SCM CORPORATION

ORIGINATING DEPARTMENT

Originator	Top White.	Wet and attach to outside narrow end of box
	Bottom White	Wet and attach to inside box cover
	Pink.	To Records Center inside box
	Yellow.	To Records Center inside box.
	Green.	Retain for File

PREPARED AND SENT BY

DATE	
------	--

३. १०

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	
------------	--

DATE.

DATE

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

all vouchers &
invoices

Zurück

Weld.

July	Dec
	1981

GRR000805

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/78

Originator	Top White.	Wet and attach to outside narrow end of box
	Bottom White	Wet and attach to inside box cover
	Pink.	To Records Center inside box.
	Yellow.	To Records Center inside box.
	Green.	Retain for file

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY	DATE
Accts Payable	M. Reckling	12/20/12
TO		12-1988

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER	RECEIVED BY:	BIN NUMBER
DATE:	8159	DATE:	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/p vouchers & invoices	Sup	June	July	Dec 1981
		GRR000806			
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

Originator	Top White	Wet and attach to outside narrow end of box
	Bottom White	Wet and attach to inside box cover
	Pink	To Records Center inside box
	Yellow	To Records Center inside box
	Green	Retain for File

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
Accts Payable	M. Reckling	12/20/20

DESTRUCTION DATE

12-1988
~~12/10/87~~

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS
101	10/10/2023	10:00	Room 101	Occupied
102	10/10/2023	10:05	Room 102	Occupied
103	10/10/2023	10:10	Room 103	Occupied
104	10/10/2023	10:15	Room 104	Occupied
105	10/10/2023	10:20	Room 105	Occupied
106	10/10/2023	10:25	Room 106	Occupied
107	10/10/2023	10:30	Room 107	Occupied
108	10/10/2023	10:35	Room 108	Occupied
109	10/10/2023	10:40	Room 109	Occupied
110	10/10/2023	10:45	Room 110	Occupied
111	10/10/2023	10:50	Room 111	Occupied
112	10/10/2023	10:55	Room 112	Occupied
113	10/10/2023	11:00	Room 113	Occupied
114	10/10/2023	11:05	Room 114	Occupied
115	10/10/2023	11:10	Room 115	Occupied
116	10/10/2023	11:15	Room 116	Occupied
117	10/10/2023	11:20	Room 117	Occupied
118	10/10/2023	11:25	Room 118	Occupied
119	10/10/2023	11:30	Room 119	Occupied
120	10/10/2023	11:35	Room 120	Occupied
121	10/10/2023	11:40	Room 121	Occupied
122	10/10/2023	11:45	Room 122	Occupied
123	10/10/2023	11:50	Room 123	Occupied
124	10/10/2023	11:55	Room 124	Occupied
125	10/10/2023	12:00	Room 125	Occupied
126	10/10/2023	12:05	Room 126	Occupied
127	10/10/2023	12:10	Room 127	Occupied
128	10/10/2023	12:15	Room 128	Occupied
129	10/10/2023	12:20	Room 129	Occupied
130	10/10/2023	12:25	Room 130	Occupied
131	10/10/2023	12:30	Room 131	Occupied
132	10/10/2023	12:35	Room 132	Occupied
133	10/10/2023	12:40	Room 133	Occupied
134	10/10/2023	12:45	Room 134	Occupied
135	10/10/2023	12:50	Room 135	Occupied
136	10/10/2023	12:55	Room 136	Occupied
137	10/10/2023	13:00	Room 137	Occupied
138	10/10/2023	13:05	Room 138	Occupied
139	10/10/2023	13:10	Room 139	Occupied
140	10/10/2023	13:15	Room 140	Occupied
141	10/10/2023	13:20	Room 141	Occupied
142	10/10/2023	13:25	Room 142	Occupied
143	10/10/2023	13:30	Room 143	Occupied
144	10/10/2023	13:35	Room 144	Occupied
145	10/10/2023	13:40	Room 145	Occupied
146	10/10/2023	13:45	Room 146	Occupied
147	10/10/2023	13:50	Room 147	Occupied
148	10/10/2023	13:55	Room 148	Occupied
149	10/10/2023	14:00	Room 149	Occupied
150	10/10/2023	14:05	Room 150	Occupied
151	10/10/2023	14:10	Room 151	Occupied
152	10/10/2023	14:15	Room 152	Occupied
153	10/10/2023	14:20	Room 153	Occupied
154	10/10/2023	14:25	Room 154	Occupied
155	10/10/2023	14:30	Room 155	Occupied
156	10/10/2023	14:35	Room 156	Occupied
157	10/10/2023	14:40	Room 157	Occupied
158	10/10/2023	14:45	Room 158	Occupied
159	10/10/2023	14:50	Room 159	Occupied
160	10/10/2023	14:55	Room 160	Occupied
161	10/10/2023	15:00	Room 161	Occupied
162	10/10/2023	15:05	Room 162	Occupied
163	10/10/2023	15:10	Room 163	Occupied
164	10/10/2023	15:15	Room 164	Occupied
165	10/10/2023	15:20	Room 165	Occupied
16				

DATE:

DATE _____

8160

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

A/P vouchers &
invoices

North
Amer. Car
Penny

July Dec
1981

GRR000807

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT	
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

Originator: Top White Wet and attach to outside narrow end of box
 Bottom White. Wet and attach to inside box cover
 Pink: To Records Center inside box
 Yellow: To Records Center inside box
 Green: Retain for File

ORIGINATING DEPARTMENT

Accts Payable

PREPARED AND SENT BY

M Reckling

DATE

12/20/80

DESTRUCTION DATE

12-1988
12/20/87

16

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

1 1

8161

DATE

1 1

Per M Vitar

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/P vouchers & invoices	Metel	Novell	July	Dec

GRR000808

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

1 1

DATE SENT

1 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/78

Originator: Top White. Wet and attach to outside narrow end of box.
 Bottom White. Wet and attach to inside box cover.
 Pink. To Records Center inside box.
 Yellow. To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO:

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE:

DATE

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

AP vouchers &
invoices

Sic

Sancoast

July

Dec
1981

GRR000809

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/78

Originator: Top White: Wet and attach to outside narrow end of box
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File

ORIGINATING DEPARTMENT <i>Accts Payable</i>	PREPARED AND SENT BY <i>M. Reckling</i>	DATE <i>12/20/82</i>
--	--	-------------------------

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER <i>for M. Vitas</i>	
RECEIVED BY:	BOX NUMBER <i>8163</i>	RECEIVED BY:	BIN NUMBER
DATE: <i>1/1</i>		DATE: <i>1/1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>A/P vouchers & invoices</i>	<i>Rel</i>	<i>Schw</i>	<i>July</i>	<i>Dec 1981</i>
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	

GRR000810

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 58 PRINTED IN U. S. A. 10/76

Originator: Top White Wet and attach to outside narrow end of box
 Bottom White Wet and attach to inside box cover
 Pink To Records Center inside box
 Yellow To Records Center inside box
 Green Retain for File

ORIGINATING DEPARTMENT <i>Accts Payable</i>	PREPARED AND SENT BY <i>M. Reckling</i>	DATE <i>12/20/82</i>
--	--	-------------------------

15	DESTRUCTION DATE <i>12/5/87</i> <i>12-1988</i>
----	--

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER <i>8164</i>	RECEIVED BY:	BIN NUMBER <i>Per M. Vitas</i>
DATE: <i>1 1</i>		DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>A/p vouchers + invoices</i>	<i>Ma</i>	<i>Initial mer</i>	<i>July</i>	<i>Dec 1981</i>

GRR000811

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>/ /</i>	DATE SENT <i>/ /</i>
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

Originator Top White Wet and attach to outside narrow end of box
Bottom White Wet and attach to inside box cover
Pink To Records Center inside box.
Yellow To Records Center inside box.
Green Retain for File

ORIGINATING DEPARTMENT <i>Accts Payable</i>	PREPARED AND SENT BY <i>M Reckling</i>	DATE <i>12/20/82</i>
--	---	-------------------------

13	DESTRUCTION DATE <i>12-1988</i> <i>12/20/87</i>
----	---

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER <i>per M Vitar</i>	
RECEIVED BY:	BOX NUMBER <i>8165</i>	RECEIVED BY:	BIN NUMBER
DATE <i>1 1</i>		DATE <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>91p vouchers & invoices</i>	<i>Interleaved</i>	<i>Printing</i>	<i>July</i>	<i>Dec 1981</i>
		<i>Klopp</i>			

GRR000812

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
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FORM 68 PRINTED IN U.S.A. 10/76

Originator	Top White	Wet and attach to outside narrow end of box
	Bottom White	Wet and attach to inside box cover
	Pink	To Records Center inside box
	Yellow	To Records Center inside box.
	Green	Retain for File

ORIGINATING DEPARTMENT <i>Accruals Payable</i>	PREPARED AND SENT BY <i>M. Kackling</i>	DATE <i>12/20/12</i>
---	--	-------------------------

		14		DESTRUCTION DATE 12/6/87 12-1988
RECORDS PROCESSING DEPARTMENT		RECORDS CENTER		
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER	
DATE: 1 1	8166	DATE: 1 1	per M. Vitas	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	G/P vouchers & invoices	Knapke		July	Dec 1981
		Luth			

GRR000813

GRR000813

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT	
-----------	--

FORM 68 PRINTED IN U.S.A. 10/78

Originator:	Top White:	Wet and attach to outside narrow end of box.
	Bottom White:	Wet and attach to inside box cover.
	Pink:	To Records Center inside box.
	Yellow:	To Records Center inside box.
	Green:	Retain for File.

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY:	DATE:
Accts Payable	M. Reckling	12/20/82

11	DESTRUCTION DATE 12-1988 12/00/87
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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER <i>per M. Vitas</i>	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER
DATE: <i>1 1</i>	<i>8168</i>	DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC - NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/P vouchers & invoices	Blatt	Hirts	July	Dec 1961

GRR000815

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	/ /	/ /

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY

DATE _____

10

DESTRUCTION DATE

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY.

BIN NUMBER

DATE:

DATE _____

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

g/p vouchers x
services

Fed Exp
Bir

July

Dec
1981

GRR000816

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 65 PRINTED IN U. S. A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT: <i>Accts Payable</i>	PREPARED AND SENT BY: <i>M. Ruckling</i>	DATE: <i>12/20/82</i>
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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: <i>8170</i>	RECEIVED BY:	BIN NUMBER: <i>per m Rita</i>
DATE: <i>1 / 1</i>		DATE: <i>1 / 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>g/p vouchers & invoices</i>	<i>Dickey</i>	<i>Fed. Const</i>	<i>July</i>	<i>Dec 1981</i>

GRR000817

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 / 1</i>	DATE SENT <i>1 / 1</i>
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FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: - Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY:	DATE:
Accts Payable	M. Reckling	12/20/83

12	DESTRUCTION DATE 12-19-88 12/20/87
----	--

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER <i>Per M. Vitas</i>	
RECEIVED BY:	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: <i>1 1</i>	<i>8167</i>	DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	alp vouchers & invoices	Hoag		July	Dec 1961
		International Food Serv.			

GRR000814

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	/ /	/ /

FORM 88 PRINTED IN U.S.A. 10/78

Originator. Top White. Wet and attach to outside narrow end of box
Bottom White. Wet and attach to inside box cover
Pink. To Records Center inside box.
Yellow. To Records Center inside box.
Green. Retain for File.

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
Accts Payable	m Reckling	12/20/82

		8		DESTRUCTION DATE 12-1988 12/20/27	
RECORDS PROCESSING DEPARTMENT			RECORDS CENTER <i>perm Vitas</i>		
RECEIVED BY:		BOX NUMBER:		RECEIVED BY:	
		8171			
DATE:				DATE:	
/ /				/ /	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/P vouchers & invoices	common	Dicky	July	Dec 1981

GRR000818

GRR000818

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	/ /	/ /

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 58 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO: *Accts Payable* *M. Reckling* *12/20/82*

DESTRUCTION DATE

12-1988
10/20/87

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER *per m Vitas*

RECEIVED BY:

BOX NUMBER

RECEIVED BY:

BIN NUMBER

DATE

DATE

1 *8172* *1* *1*

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>Vouchers & invoices</i>	<i>Ammer</i>	<i>Sign Reel</i>	<i>July</i>	<i>Dec 1981</i>

GRR000819

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

Bottom White. Wet and attach to inside box cover.

Pink: To Records Center inside box.

Yellow: To Records Center inside box.

Green: Retain for File.

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/75

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Accounts Payable

M. Reckling

12/20/82

DESTRUCTION DATE

12-1988

12/20/82

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8173

for M. Vitas

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

AIP
Vouchers & invoices

Ben

Carolina
Welding

July

Dec
1981

GRR000820

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

SCM CORPORATION

FORM 55 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY

DATE

Credits Payable *Marlene Reckling* *12/20/82*

DESTRUCTION DATE

7 *12/20/87*
12-1988

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER:

DATE:

DATE:

*8174**per m. Vitas*

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>A/P Vouchers & invoices</i>	<i>Carp</i>	<i>Commercial Testing</i>	<i>July</i>	<i>Dec 1981</i>
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	

GRR000821

FORM 6A PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
Accts Payable	Marlene Reekling	12/20/82

4	DESTRUCTION DATE 12/20/87 12-1988
---	---

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY: _____	BOX NUMBER: _____	RECEIVED BY: _____	BIN NUMBER: _____
DATE: 1/1	8177	DATE: 1/1	per m lita

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Accts payable invoices and vouchers	a	Amer Scientific	July	Dec 198

GRR000822

GRR000822

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
Corporate General Acct	Chil Koepke	12/20/82

Chil Koepke

12/20/82

Ross Martin

Pension Cancelled Checks

JUNE and JULY, 1982

DESTRUCTION DATE:

11/1/89

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE	8179	DATE	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Pension Cancelled Checks June and July 1982				

GRR000823

GRR000823

DEPARTMENT MANAGER'S APPROVAL			DATE APPROVED			DATE SENT		
Cecil Loepke			12 / 20 / 82			12 / 20 / 82		

FILE TRANSFER RECORD AND INVENTORY

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

SCM CORPORATION

FORM 68, PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

Corporate General Accounting

PREPARED AND SENT BY:

Gail Koepke

DATE

12 / 20 / 82

TO:

Ross Martin

DESTRUCTION DATE

Pension Cancelled Checks
Oct. and Nov. 1982

11/1/89

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY:

BIN NUMBER

DATE:

DATE:

8 / 80

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Society National Bank Pension Checks

Oct. and Nov 1982

GRR000824

DEPARTMENT MANAGER'S APPROVAL

Gail Koepke

DATE APPROVED

12 / 20 / 82

DATE SENT

12 / 20 / 82

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY

DATE 12 / 20 / 82

Corporate General Accounting

Gail Koehn

Ross Martin

Society and Citibank Check Status Reconcilements
7/81 to 6/82

DESTRUCTION DATE

7/1/89

RECORDS PROCESSING DEPARTMENT

RECEIVED BY

BOX NUMBER

DATE:

RECORDS CENTER

RECEIVED BY

BIN NUMBER:

DATE _____

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Citibank and Society Check Status
Reconcilements

GRR000825

DEPARTMENT MANAGER'S APPROVAL

Earl Koeper

DATE APPROVED _____

DATE SENT

12 20 82

12 / 20 / 82

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/78

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE _____

CORPORATE GENERAL ACCT.

Call Koepke

12 / 20 / 82

Boas-Martin

Maritrust cancelled checks

AUG. 1982

DESTRUCTION DATE

11/1/89

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	DESCRIPTION	REMARKS
1	10/10/2023	10:00	101	101	101
2	10/10/2023	10:00	101	101	101
3	10/10/2023	10:00	101	101	101
4	10/10/2023	10:00	101	101	101
5	10/10/2023	10:00	101	101	101
6	10/10/2023	10:00	101	101	101
7	10/10/2023	10:00	101	101	101
8	10/10/2023	10:00	101	101	101
9	10/10/2023	10:00	101	101	101
10	10/10/2023	10:00	101	101	101
11	10/10/2023	10:00	101	101	101
12	10/10/2023	10:00	101	101	101
13	10/10/2023	10:00	101	101	101
14	10/10/2023	10:00	101	101	101
15	10/10/2023	10:00	101	101	101
16	10/10/2023	10:00	101	101	101
17	10/10/2023	10:00	101	101	101
18	10/10/2023	10:00	101	101	101
19	10/10/2023	10:00	101	101	101
20	10/10/2023	10:00	101	101	101
21	10/10/2023	10:00	101	101	101
22	10/10/2023	10:00	101	101	101
23	10/10/2023	10:00	101	101	101
24	10/10/2023	10:00	101	101	101
25	10/10/2023	10:00	101	101	101
26	10/10/2023	10:00	101	101	101
27	10/10/2023	10:00	101	101	101
28	10/10/2023	10:00	101	101	101
29	10/10/2023	10:00	101	101	101
30	10/10/2023	10:00	101	101	101
31	10/10/2023	10:00	101	101	101
32	10/10/2023	10:00	101	101	101
33	10/10/2023	10:00	101	101	101
34	10/10/2023	10:00	101	101	101
35	10/10/2023	10:00	101	101	101
36	10/10/2023	10:00	101	101	101
37	10/10/2023	10:00	101	101	101
38	10/10/2023	10:00	101	101	101
39	10/10/2023	10:00	101	101	101
40	10/10/2023	10:00	101	101	101
41	10/10/2023	10:00	101	101	101
42	10/10/2023	10:00	101	101	101
43	10/10/2023	10:00	101	101	101
44	10/10/2023	10:00	101	101	101
45	10/10/2023	10:00	101	101	101
46	10/10/2023	10:00	101	101	101
47	10/10/2023	10:00	101	101	101
48	10/10/2023	10:00	101	101	101
49	10/10/2023	10:00	101	101	101
50	10/10/2023	10:00	101	101	101
51	10/10/2023	10:00	101	101	101
52	10/10/2023	10:00	101	101	101
53	10/10/2023	10:00	101	101	101
54	10/10/2023	10:00	101	101	101
55	10/10/2023	10:00	101	101	101
56	10/10/2023	10:00	101	101	101
57	10/10/2023	10:00	101	101	101
58	10/10/2023	10:00	101	101	101
59	10/10/2023	10:00</			

DATE:

DATE

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Ameritrust Cancelled Payroll Checks
Aug. 1982

GRR000826

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

Call Kozak

12 20 82

12 / 20 / 82

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68, PRINTED IN U. S. A. 10/76

Originator

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File

ORIGINATING DEPARTMENT

XXXXXXXXXX Corporate Gen. Acct.

PREPARED AND SENT BY

Gail Koepke

DATE

12 / 20 / 82

TO

Boss Martin

Ameritrust Check Status Reconcilements

6/81 to 6/82

DESTRUCTION DATE

7/1/89

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8183

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Ameritrust Check Status Reconcilements

GRR000827

DEPARTMENT MANAGER'S APPROVAL

Gail Koepke

DATE APPROVED

12 / 20 / 82

DATE SENT

12 / 20 / 82

SCM CORPORATION

FORM 58 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE _____

Corporate General Accounting

Call Louisa

12 / 21 / 82

Boys' Martin

DESTRUCTION DATE:

SECRET

RECORDS & PROCESSING DEPARTMENT

RECEIVED BY

BOX NUMBER

8184

DATE: _____

RECORDS CENTER

RECEIVED BY.

BIN NUMBER

DATE _____

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

IC

Fiscal 1972 Year End Close Package G/D Division
Fiscal 1973 " " " " " "
Fiscal 1974, 1975, 1976

Gates Engineering
Accounts Payable Conversion
Depreciation Expense Reconciliation FY 1974
Logan Blvd. Write Off
Penn Central Bankruptcy Papers
1099 Papers Fiscal 1974
1972 Tax Reports- Property
Tank Car Credits Papers

GRR000828

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE SENT

Gail Koenig

12 22 / 82 12 / 21 / 83

Bottom White: - Wet and attach to inside box cover.

• Pink: " " " " To Records Center inside box.

Yellow: To Records Center inside box.

Green: Retain for File.

DATE: 12 / 20 / 88

Corporate General Acct

Gail Koepke

12 / 20 / 882

Loss Martin

Ameritrust Cancelled Payroll Checks
Sept., 1982

DESTRUCTION DATE:

11/1/89

RECEIVED BY: <i>[Signature]</i>	BOX NUMBER: <i>8185</i>	RECEIVED BY: <i>[Signature]</i>	BIN NUMBER: <i>100</i>
DATE: <i>1/1/85</i>		DATE: <i>1/1/85</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Ameritrust Cancelled Checks Sept., 1982				

GRR000829

GRR000829

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
Gail Koepke	12 / 20 / 82	12 / 20 / 82

Call Koorke

DATE APPROVED _____

DATE BENT

12 20 82

12 20 82

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68, PRINTED IN U. S. A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT: Corporate General Accounting	PREPARED AND SENT BY Gail Kopke	DATE 12 / 20 / 82
--	---	-----------------------------

TO: Ross Martin Society National Pension Checks August and Sept., 1982	DESTRUCTION DATE: 11/1/89
--	-------------------------------------

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER 8/84	RECEIVED BY:	BIN NUMBER:
DATE: 1 / 1		DATE: 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Society National Bank Pension Checks Aug. and Sept., 1982				

GRR000830

DEPARTMENT MANAGER'S APPROVAL Gail Kopke	DATE APPROVED 12 / 20 / 82	DATE SENT 12 / 20 / 82
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Corporate generalacc.t

PREPARED AND SENT BY

Gail Koepke

DATE

12 / 20 / 82

SENT TO

Ross Martin

Society and Citibank Cancelled Checks
March, 1982

DESTRUCTION DATE

4/1/89

RECORDS PROCESSING DEPARTMENT

RECEIVED BY

BOX NUMBER

8187

DATE

1 / 1 /

RECEIVED BY

BIN NUMBER

DATE

1 / 1 /

RECORDS CENTER

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Society and Citibank Cancelled Checks
March, 1982

GRR000831

DEPARTMENT MANAGER'S APPROVAL

Gail Koepke

DATE APPROVED

12 / 20 / 82

DATE SENT

12 / 20 / 82

SCM CORPORATION

Bottom, White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY:

DATE _____

Corporate General Acct.

Call Koepke

DATE 12 / 20 / 82

TO: **Ross Martin**

DESTRUCTION DATE

Society and Citibank Cancelled Checks
April, 1983

4/1/89

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY

AGENCY		BIN NUMBER	
1	2	3	4
5	6	7	8
9	0	1	2
3	4	5	6
7	8	9	0
1	2	3	4
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7	8	9	0
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3	4	5	6
7	8	9	0
1	2	3	4
5	6	7	8
9	0	1	2
3	4	5	6
7	8	9	0
1	2	3	

DATE

DATE:

8188

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Society and Citibank Cancelled Checks

April. 1982

GRR000832

DEPARTMENT MANAGER'S APPROVAL

Call Koehn

DATE APPROVED _____

DATE SENT

12-20-82

12 / 20 / 82

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

FORM 68 PRINTED IN U.S. A-10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Gail Koepke

12-20-82

Ross Martin

~~DESTRUCTION DATE:~~

3/1/89

RECORDS CENTER

RECEIVED BY

BOX NUMBER:

RECEIVED BY

BIN NUMBER	
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DATE:

DATE _____

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

.. DATES

FROM

TO

FROM

TO

GRR000834

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE SENT:	
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Carl Koppke

12 / 20 / 82

12 / 20 / 82

DATE SENT 12-20-82

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top white
Bottom White
Pink
Yellow
Green

Wet and attach to outside narrow end of box.
Wet and attach to inside box cover.
To Records Center inside box.
To Records Center inside box.
Retain for File.

ORIGINATING DEPARTMENT Compensation & Benefits	PREPARED AND SENT BY Belinda Johnson	DATE 2 / 2 / 83
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TO: **Ross-Martin Co., 203 Hayes Dr. Cleveland 44131**

RECORDS PROCESSING DEPARTMENT		DESTRUCTION DATE
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RECEIVED BY	BOX NUMBER 8284	RECEIVED BY	BIN NUMBER
DATE 1 / 1		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	South American Billing			1/81	12/81
	Canadian Billing			1980	1981
	<i>9100-79-054</i>				

GRR000836

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 2 / 2 / 83	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY

Bottom White: Wet and attach to inside box cover.

Pink: To Records Center inside box.

Yellow: To Records Center inside box.

Green: Retain for File.

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Compensation & Benefits

Belinda Johnson

2 / 2 / 83

TO:
Ross-Martin Co., 283 Bayco Drive, Cleveland 44131

DESTRUCTION DATE

RECORDS-PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

1 / 1

8285

DATE

1 / 1

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Medical Deduction Registers

South American Billing

Prudential Insurance Billing

1/82

6/82

1/79

12/79

1/79

12/79

GRR000837

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

1/1/83 Belinda Johnson

2/5/83

1 / 1

SCM CORPORATION

FORM 88 PRINTED IN U.S. A-10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

TO: Rosa Martin, 203 Hayes Dr. Cleveland 44131

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE:	8286	DATE:	

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
<i>[Signature]</i>	1/1/19	1/1/19

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White.—Wet and attach to inside box cover.

Pink To Records Center inside box

Yellow: To Records Center inside box

Green: ☐ Retain for File

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE _____

Compensation & Benefits

Dorothy Fisher

2 / 2 83

105

Lee-Martin Co., 203 Hayes Dr., Cleveland 44131

DESTRUCTION DATE

PERM

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER:

RECEIVED BY.

BIN. NUMBER

DATE _____

DATE _____

8287

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

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FROM

TO

ESIF Processing

1/81

5/81

100-79-~~100-79~~-054

GRR000839

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

APPROVAL: *[Signature]*

2/22/87

201/150

FORM 68 PRINTED IN U.S.A. 10/76

Originator: TOP White: Wet and attach to outside of box and on box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Compensation & Benefits

PREPARED AND SENT BY

Dorothy Kuchar

DATE 2 / 2 83

TO:

Ross-Martin Co., 203 Hayes Br. Cleveland 44131

DESTRUCTION DATE:

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER

DATE:

RECEIVED BY

DATE _____

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
1	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
2	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
3	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
4	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
5	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
6	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
7	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
8	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Gold
9	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Silver
10	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Copper
11	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Iron
12	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Steel
13	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Tin
14	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Lead
15	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Zinc
16	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. Nickel
17	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Cobalt
18	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Manganese
19	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Chromium
20	10/10/2023	11:35	Room 120	Occupied	Guest Mrs. Vanadium
21	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Niobium
22	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Molybdenum
23	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Technetium
24	10/10/2023	11:55	Room 124	Occupied	Guest Mrs. Ruthenium
25	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Rhodium
26	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. Palladium
27	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Silver
28	10/10/2023	12:15	Room 128	Occupied	Guest Mrs. Cadmium
29	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Indium
30	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Tin
31	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Lead
32	10/10/2023	12:35	Room 132	Occupied	Guest Mrs. Bismuth
33	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Polonium
34	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Astatine
35	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Radon
36	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. Francium
37	10/10/2023	1:00	Room 137	Occupied	Guest Mr. Radium
38	10/10/2023	1:05	Room 138	Occupied	Guest Mrs. Actinium
39	10/10/2023	1:10	Room 139	Occupied	Guest Mr. Thorium
40	10/10/2023	1:15	Room 140	Occupied	Guest Mrs. Protactinium
41	10/10/2023	1:20	Room 141	Occupied	Guest Mr. Uranium
42	10/10/2023	1:25	Room 142	Occupied	Guest Mrs. Neptunium
43	10/10/2023	1:30	Room 143	Occupied	Guest Mr. Plutonium
44	10/10/2023	1:35	Room 144	Occupied	Guest Mrs. Americium
45	10/10/2023	1:40	Room 145	Occupied	Guest Mr. Curium
46	10/10/2023	1:45	Room 146	Occupied	Guest Mrs. Berkelium
47	10/10/2023	1:50	Room 147	Occupied	Guest Mr. Californium
48	10/10/2023	1:55	Room 148	Occupied	Guest Mrs. Einsteinium
49	10/10/2023	2:00	Room 149	Occupied	Guest Mr. Fermium
50	10/10/2023	2:05	Room 150	Occupied	Guest Mrs. Mendelevium
51	10/10/2023	2:10	Room 151	Occupied	Guest Mr. Nobelium
52	10/10/2023	2:15	Room 152	Occupied	Guest Mrs. Lawrencium
53	10/10/2023	2:20	Room 153	Occupied	Guest Mr. Rutherfordium
54	10/10/2023	2:25	Room 154	Occupied	Guest Mrs. Dubnium
55	10/10/2023	2:30	Room 155	Occupied	Guest Mr. Seaborgium
56	10/10/2023	2:35	Room 156	Occupied	Guest Mrs. Bohrium
57	10/10/2023				

10

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

• DATES

FROM

...TO

100

FROM

TO :

RSIP Processing

11/81

12/81

RSIP CA'S

1978

1981

RSIP Keypunch Documents

1979

1981

GRR000840

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED	
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DATE SENT	
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FORM 88 PRINTED IN U.S.A. 10/76

Bottom: White: Wet and attach to inside box cover.

ORIGINATING DEPARTMENT	PREPARED AND SENT BY	DATE
Compensation & Benefits	Berethy Kahar	2 / 2 / 83
TO: Rose-Martin Co., 203 Hayes Dr., Cleveland 44131		

DESTRUCTION DATE: PERM

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER:
DATE:	8289	DATE:	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	RSIP Processing			6/81	10/81

GRR000841

GRR000841

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
<i>[Signature]</i>	2/2 / 83	2/2 / 83

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

1 / 23 / 83

Compensation & Benefits

Belinda Johnson

TO: **Mr. Martin Co., 203 Hayes Dr., Cleveland 44131**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
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RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
101	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
102	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
103	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
104	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
105	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
106	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
107	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
108	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Blue
109	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Yellow
110	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Purple
111	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Red
112	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Orange
113	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Pink
114	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Brown
115	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Green
116	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. White
117	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Grey
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136	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. White
137	10/10/2023	13:00	Room 137	Occupied	Guest Mr. Grey
138	10/10/2023	13:05	Room 138	Occupied	Guest Mrs. Blue
139	10/10/2023	13:10	Room 139	Occupied	Guest Mr. Yellow
140	10/10/2023	13:15	Room 140	Occupied	Guest Mrs. Purple
141	10/10/2023	13:20	Room 141	Occupied	Guest Mr. Red
142	10/10/2023	13:25	Room 142	Occupied	Guest Mrs. Orange
143	10/10/2023	13:30	Room 143	Occupied	Guest Mr. Pink
144	10/10/2023	13:35	Room 144	Occupied	Guest Mrs. Brown
145	10/10/2023	13:40	Room 145	Occupied	Guest Mr. Green
146	10/10/2023	13:45	Room 146	Occupied	Guest Mrs. White
147	10/10/2023	13:50	Room 147	Occupied	Guest Mr. Grey
148	10/10/2023	13:55	Room 148	Occupied	Guest Mrs. Blue
149	10/10/2023	14:00	Room 149	Occupied	Guest Mr. Yellow
150	10/10/2023	14:05	Room 150	Occupied	Guest Mrs. Purple
151	10/10/2023	14:10	Room 151	Occupied	Guest Mr. Red
152	10/10/2023	14:15	Room 152	Occupied	Guest Mrs. Orange
153	10/10/2023	14:20	Room 153	Occupied	Guest Mr. Pink
154	10/10/2023	14:25	Room 154	Occupied	Guest Mrs. Brown
155	10/10/2023	14:30	Room 155	Occupied	Guest Mr. Green
156	10/10/2023	14:35	Room 156	Occupied	Guest Mrs. White

DATE

DATE _____

8290

RECORDS CENTER

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

• DATES

FROM

TO :

FROM

TO

LTD Reports (1977)

1/1/77

12/31/7

Leased Deduction Registers (1981)

1/1/81

12/31/8

GRR000842

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE RENT

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/78

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE	
------	--

Compensation & Benefits

Malinda Johnson

1 25 83

Ross-Martin Co., 203 Hayes Bk., Cleveland 44131

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER.

RECEIVED BY _____

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
101	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
102	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
103	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
104	10/10/2023	10:15	Room 104	Occupied	Guest Ms. White
105	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
106	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
107	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
108	10/10/2023	10:35	Room 108	Occupied	Guest Ms. Blue
109	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Yellow
110	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Purple
111	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Pink
112	10/10/2023	10:55	Room 112	Occupied	Guest Ms. Brown
113	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Green
114	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Black
115	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Grey
116	10/10/2023	11:15	Room 116	Occupied	Guest Ms. Blue
117	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Yellow
118	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Purple
119	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Pink
120	10/10/2023	11:35	Room 120	Occupied	Guest Ms. Brown
121	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Green
122	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Black
123	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Grey
124	10/10/2023	11:55	Room 124	Occupied	Guest Ms. Blue
125	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Yellow
126	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. Purple
127	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Pink
128	10/10/2023	12:15	Room 128	Occupied	Guest Ms. Brown
129	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Green
130	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Black
131	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Grey
132	10/10/2023	12:35	Room 132	Occupied	Guest Ms. Blue
133	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Yellow
134	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Purple
135	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Pink
136	10/10/2023	12:55	Room 136	Occupied	Guest Ms. Brown
137	10/10/2023	13:00	Room 137	Occupied	Guest Mr. Green
138	10/10/2023	13:05	Room 138	Occupied	Guest Mrs. Black
139	10/10/2023	13:10	Room 139	Occupied	Guest Mr. Grey
140	10/10/2023	13:15	Room 140	Occupied	Guest Ms. Blue
141	10/10/2023	13:20	Room 141	Occupied	Guest Mr. Yellow
142	10/10/2023	13:25	Room 142	Occupied	Guest Mrs. Purple
143	10/10/2023	13:30	Room 143	Occupied	Guest Mr. Pink
144	10/10/2023	13:35	Room 144	Occupied	Guest Ms. Brown
145	10/10/2023	13:40	Room 145	Occupied	Guest Mr. Green
146	10/10/2023	13:45	Room 146	Occupied	Guest Mrs. Black
147	10/10/2023	13:50	Room 147	Occupied	Guest Mr. Grey
148	10/10/2023	13:55	Room 148	Occupied	Guest Ms. Blue
149	10/10/2023	14:00	Room 149	Occupied	Guest Mr. Yellow
150	10/10/2023	14:05	Room 150	Occupied	Guest Mrs. Purple
151	10/10/2023	14:10	Room 151	Occupied	Guest Mr. Pink
152	10/10/2023	14:15	Room 152	Occupied	Guest Ms. Brown
153	10/10/2023	14:20	Room 153	Occupied	Guest Mr. Green
154	10/10/2023	14:25	Room 154	Occupied	Guest Mrs. Black
155	10/10/2023	14:30	Room 155	Occupied	Guest Mr. Grey
156	10/10/2023	14:35	Room 156	Occupied	Guest Ms. Blue

DATE

DATE _____

8291

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

• DATES

FROM

TO

FROM

TO

Prudential Reports - 1980

1/1/80

12/31/88

GRR000843

DEPARTMENT MANAGER'S APPROVAL

DATE: APPROVED

DATE-SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT: C&R Division Credit	PREPARED AND SENT BY Marie James	DATE 02 / 02 / 83
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TO:	DESTRUCTION DATE 2/2/93
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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER 8292	RECEIVED BY:	BIN NUMBER:
DATE: / /		DATE: / /	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
n/a	C&R Div. Credit Dept. Suspense Closeout Files <i>100-77-045</i>	W. T. Grant		1983	
		GRR000844			

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED / /	DATE SENT / /
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SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

~~Originator: Top White: Wet and attach to outside narrow end of box.~~
~~Bottom White: Wet and attach to inside box cover.~~
~~Pink: To Records Center inside box.~~
~~Yellow: To Records Center inside box.~~
~~Green: Retain for File.~~

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Rita Oblock

2-1-83

Record Retention

DESTRUCTION DATE

1/1/92

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	
------------	--

DATE:

DATE 07-11-2011

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

**Thermo-Structural Products
(Jan Industries) Litigation**

100-79-050

GRR000845

DEPARTMENT MANAGER'S APPROVAL _____

R. Z. Janbok

DATE APPROVED _____

DATE SENT

2-1-83

2/21/83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 55 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT: Law	PREPARED AND SENT BY: Rita Oblock	DATE: 2 / 1 / 83
---------------------------------------	---	----------------------------

Record Retention

DESTRUCTION DATE:
☒ **1/1/92**

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: 8296	RECEIVED BY:	BIN NUMBER:
DATE: 1 / 1 / 83		DATE: 1 / 1 / 83	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Thermo-Structural Products (Jan Industries) Litigation # 1 of 2 Cartons 100-79-030				

GRR000846

DEPARTMENT MANAGER'S APPROVAL: R. Z. Jambor	DATE APPROVED: 2 / 1 / 83	DATE SENT: 2 / 1 / 83
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SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO

DESTRUCTION DATE.

12-1988

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
1	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
2	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
3	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
4	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
5	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
6	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
7	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
8	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Gold
9	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Silver
10	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Copper
11	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Iron
12	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Steel
13	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Tin
14	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Lead
15	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Zinc
16	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. Nickel
17	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Cobalt
18	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Manganese
19	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Chromium
20	10/10/2023	11:35	Room 120	Occupied	Guest Mrs. Vanadium
21	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Niobium
22	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Tantalum
23	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Tungsten
24	10/10/2023	11:55	Room 124	Occupied	Guest Mrs. Molybdenum
25	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Cadmium
26	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. Barium
27	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Strontium
28	10/10/2023	12:15	Room 128	Occupied	Guest Mrs. Calcium
29	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Magnesium
30	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Sodium
31	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Potassium
32	10/10/2023	12:35	Room 132	Occupied	Guest Mrs. Rubidium
33	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Cesium
34	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Francium
35	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Actinium
36	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. Thorium
37	10/10/2023	1:00	Room 137	Occupied	Guest Mr. Uranium
38	10/10/2023	1:05	Room 138	Occupied	Guest Mrs. Plutonium
39	10/10/2023	1:10	Room 139	Occupied	Guest Mr. Americium
40	10/10/2023	1:15	Room 140	Occupied	Guest Mrs. Curium
41	10/10/2023	1:20	Room 141	Occupied	Guest Mr. Berkelium
42	10/10/2023	1:25	Room 142	Occupied	Guest Mrs. Californium
43	10/10/2023	1:30	Room 143	Occupied	Guest Mr. Einsteinium
44	10/10/2023	1:35	Room 144	Occupied	Guest Mrs. Fermium
45	10/10/2023	1:40	Room 145	Occupied	Guest Mr. Mendelevium
46	10/10/2023	1:45	Room 146	Occupied	Guest Mrs. Nobelium
47	10/10/2023	1:50	Room 147	Occupied	Guest Mr. Lawrencium
48	10/10/2023	1:55	Room 148	Occupied	Guest Mrs. Rutherfordium
49	10/10/2023	2:00	Room 149	Occupied	Guest Mr. Dubnium
50	10/10/2023	2:05	Room 150	Occupied	Guest Mrs. Seaborgium
51	10/10/2023	2:10	Room 151	Occupied	Guest Mr. Bohrium
52	10/10/2023	2:15	Room 152	Occupied	Guest Mrs. Hassium
53	10/10/2023	2:20	Room 153	Occupied	Guest Mr. Meitnerium
54	10/10/2023	2:25	Room 154	Occupied	Guest Mrs. Darmstadtium
55	10/10/2023	2:30	Room 155	Occupied	Guest Mr. Roentgenium
56	10/10/2023	2:35	Room 156	Occupied	Guest Mrs. Copernicium
57	10/10/202				

DATE:

DATE:

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Sub. Ledgers
July, Aug 1981
Maintenance
5/26 thru 7/24/82

GRR000847

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
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Green: Retain for File.

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY	DATE
Accts Payable	Martine Kieckhefer	3/10/12

4	DESTRUCTION DATE 12-1988 11/1/87
---	---

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER <i>Per m. Vitas</i>	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER
DATE: <i>1 1</i>	<i>8360</i>	DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Sub Ledger Nov / Dec 1981 Trial Balance Jan / June 1981				

GRR000848

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	/ /	/ /

FORM 68 PRINTED IN U.S.A. 10/78

Original: _____

Bottom White: Wet and attach to inside box cover

Pink: To Records Center inside box

Yellow: To Records Center inside box

Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS
101	10/10/2023	10:00	Room 101	Occupied
102	10/10/2023	10:05	Room 102	Occupied
103	10/10/2023	10:10	Room 103	Occupied
104	10/10/2023	10:15	Room 104	Occupied
105	10/10/2023	10:20	Room 105	Occupied
106	10/10/2023	10:25	Room 106	Occupied
107	10/10/2023	10:30	Room 107	Occupied
108	10/10/2023	10:35	Room 108	Occupied
109	10/10/2023	10:40	Room 109	Occupied
110	10/10/2023	10:45	Room 110	Occupied
111	10/10/2023	10:50	Room 111	Occupied
112	10/10/2023	10:55	Room 112	Occupied
113	10/10/2023	11:00	Room 113	Occupied
114	10/10/2023	11:05	Room 114	Occupied
115	10/10/2023	11:10	Room 115	Occupied
116	10/10/2023	11:15	Room 116	Occupied
117	10/10/2023	11:20	Room 117	Occupied
118	10/10/2023	11:25	Room 118	Occupied
119	10/10/2023	11:30	Room 119	Occupied
120	10/10/2023	11:35	Room 120	Occupied
121	10/10/2023	11:40	Room 121	Occupied
122	10/10/2023	11:45	Room 122	Occupied
123	10/10/2023	11:50	Room 123	Occupied
124	10/10/2023	11:55	Room 124	Occupied
125	10/10/2023	12:00	Room 125	Occupied
126	10/10/2023	12:05	Room 126	Occupied
127	10/10/2023	12:10	Room 127	Occupied
128	10/10/2023	12:15	Room 128	Occupied
129	10/10/2023	12:20	Room 129	Occupied
130	10/10/2023	12:25	Room 130	Occupied
131	10/10/2023	12:30	Room 131	Occupied
132	10/10/2023	12:35	Room 132	Occupied
133	10/10/2023	12:40	Room 133	Occupied
134	10/10/2023	12:45	Room 134	Occupied
135	10/10/2023	12:50	Room 135	Occupied
136	10/10/2023	12:55	Room 136	Occupied
137	10/10/2023	13:00	Room 137	Occupied
138	10/10/2023	13:05	Room 138	Occupied
139	10/10/2023	13:10	Room 139	Occupied
140	10/10/2023	13:15	Room 140	Occupied
141	10/10/2023	13:20	Room 141	Occupied
142	10/10/2023	13:25	Room 142	Occupied
143	10/10/2023	13:30	Room 143	Occupied
144	10/10/2023	13:35	Room 144	Occupied
145	10/10/2023	13:40	Room 145	Occupied
146	10/10/2023	13:45	Room 146	Occupied
147	10/10/2023	13:50	Room 147	Occupied
148	10/10/2023	13:55	Room 148	Occupied
149	10/10/2023	14:00	Room 149	Occupied
150	10/10/2023	14:05	Room 150	Occupied
151	10/10/2023	14:10	Room 151	Occupied
152	10/10/2023	14:15	Room 152	Occupied
153	10/10/2023	14:20	Room 153	Occupied
154	10/10/2023	14:25	Room 154	Occupied
155	10/10/2023	14:30	Room 155	Occupied
156	10/10/2023	14:35	Room 156	Occupied
157	10/10/2023	14:40	Room 157	Occupied
158	10/10/2023	14:45	Room 158	Occupied
159	10/10/2023	14:50	Room 159	Occupied
160	10/10/2023	14:55	Room 160	Occupied
161	10/10/2023	15:00	Room 161	Occupied
162	10/10/2023	15:05	Room 162	Occupied
163	10/10/2023	15:10	Room 163	Occupied
164	10/10/2023	15:15	Room 164	Occupied
165	10/10/2023	15:20	Room 165	Occupied
16				

DATE

DATE

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

• DATES

FROM

TO

FROM

TO

Thomas Cook
Invoices

8-80 1-81

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

GRR000849

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88, PRINTED IN U.S.A. 10/78

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

GRR000850

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White—Wet and attach to inside box cover.

Pink: To Records Center inside box.

Yellow: To Records Center inside box.

Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

ADM Month end
reports

9-81 12-81

GRR000851

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 55 PRINTED IN U.S.A. 10/78

Originator: Top White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

TO

DESTRUCTION DATE

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8370

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Thomas Cook Announcements

Dec 81

June 81

GRR000852

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Corp Acctg

M. J. Horton

3/1/83

DESTRUCTION DATE

Permanent

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8376

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>Balance sheet & Income Statement</i>				
	<i>July 1977 - December 1978</i>				
	<i>January 1979 - December 1979</i>				
	<i>January 1980 - December 1980</i>				
	<i>Fixed assets & Dep</i>				
	<i>Fiscal 74 - Fiscal 1978</i>				
	<i>Fiscal 1979 - Fiscal 1980</i>				

9031-7-066

GRR000853

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

M. J. Horton

3/1/83

3/1/83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE:

Corporate Accty

M. J. Horton

3/7/83

DESTRUCTION DATE:

Permanent

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER:

DATE:

DATE:

8377

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Balance Sheet & Income Statement

June 1974 - December 1974

January 1975 - December 1975

January 1976 - December 1976

January 1977 - December 1977

January 1978 - June 1978

GRR000854

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

M. J. Horton

3/24/83

1/1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 1 PRINTED IN U. S. A. 10/76

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Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Law

PREPARED AND SENT BY

Carol McAlonis

DATE

3 / 24 / 83

TO:

Records Retention

DESTRUCTION DATE

3/1/95

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER:

8378

DATE:

1 / 1

RECEIVED BY:

BIN NUMBER:

DATE:

1 / 1

RECORDS CENTER

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Leased Departments
N - Z

1100-79-01-0

GRR000855

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

1 / 1

DATE SENT

3 / 25 / 83

Originator: Top White: Wet and attach to outside narrow end of box.
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Yellow: To Records Center inside box.
Green: Retain for File.

FORM 67 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT.

PREPARED AND SENT BY:

DATE _____

Law

Carol McAlonis

3 / 24 / 83

Records Retention

DESTRUCTION DATE

3/1/95

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER

8379

RECORDS CENTER

RECEIVED BY:

BIN NUMBER

DATE:

DATE:

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Leased Departments A - M

GRR000856

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE SENT

3.125 183

Bottom White: Wet and attach to inside box cover
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

Bottom White: Wet and attach to inside box cover
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

FORM 68 PRINTED IN U.S.A. - 10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE _____

RITA OBLOCK

4 / 11 / 83

RECORDS RETENTION

DESTRUCTION DATE

5/1/93

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER	
------------	--

DATE:

DATE _____

8384

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

PENN CENTRAL BANKRUPTCY

KROLL v. SCM

1100-79-050

GRR000857

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

4-177-83

4/11/83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/78

Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Law Department

PREPARED AND SENT BY

Rita Oblock

DATE

04 / 08 / 83

TO:

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER

DATE:

DATE:

8385

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<u>LITIGATION: A - D</u> Arturo Abril v. Industrias Glidden Armored Car Antitrust Litigation Donald Barnicki Beary Car Wash v. SCM Arthur Braithwaite v. Glidden Larry Branham Broussard v. Baudry, CNA, and SCM Cardenas v. TCP, Glidden, et al Carton Companies Chesapeake Investors v. Bowman and SCM Flora Mae Colves v. SCM Patty Cresspo v. Woolco and Glidden Mr. and Mrs. Henry Dejean Di Feo Painting Corp. v. Glidden Dunnagan v. Glidden John M. DuPont III v. Glidden				

GRR000858

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

04 / 08 / 83

DATE SENT

4 / 12 / 83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/78

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

Law Department

PREPARED AND SENT BY:

Rita Oblock

DATE:

04 / 08 / 83

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER:

DATE:

1 / 1

8386

DATE:

1 / 1

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<u>LITIGATION: T - W</u> Mary Tannahill Glidden v. Tasco Enterprises Duane Taylor v. Skybolt, et al Top Painting (Hudson Overlook) Julia Toth v. Moreland, et al United States v. Cathey United States v. SCM Van Duren v. Wheels, et al Walls-N-All v. Glidden Chris Whalen Willis v. Clement, Cook, et al Woods v. Hilton v. SCM Wolf v. Rugg, SCM World of Color v. Glidden				

GRR000859

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

04 / 08 / 83

DATE SENT

4 / 12 / 83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

LAV

RITA OBLOCK

2/3/83

RECORD RETENTION

DESTRUCTION DATE

2-1-93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8387

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	PAY 'N PAK LITIGATION - Miscellaneous Correspondence & Invoices				

GRR000860

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

4/1/83

4/1/83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

LAW

RITA OBLOCK

2 / 3 / 83

RECORD RETENTION

DESTRUCTION DATE

2-1-93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8388

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	ZIP FEED MILLS LITIGATION				

GRR000861

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

[Signature]

4/11/83

4/17/83

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

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 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE _____

LAW DEPARTMENT

RITA OBLOCK

4-11-83

TO

RECORDS RETENTION

DESTRUCTION DATE:

5/1/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS
101	10/10/2023	14:30	Room 101	Occupied
102	10/10/2023	15:00	Room 102	Occupied
103	10/10/2023	15:30	Room 103	Occupied
104	10/10/2023	16:00	Room 104	Occupied
105	10/10/2023	16:30	Room 105	Occupied
106	10/10/2023	17:00	Room 106	Occupied
107	10/10/2023	17:30	Room 107	Occupied
108	10/10/2023	18:00	Room 108	Occupied
109	10/10/2023	18:30	Room 109	Occupied
110	10/10/2023	19:00	Room 110	Occupied
111	10/10/2023	19:30	Room 111	Occupied
112	10/10/2023	20:00	Room 112	Occupied
113	10/10/2023	20:30	Room 113	Occupied
114	10/10/2023	21:00	Room 114	Occupied
115	10/10/2023	21:30	Room 115	Occupied
116	10/10/2023	22:00	Room 116	Occupied
117	10/10/2023	22:30	Room 117	Occupied
118	10/10/2023	23:00	Room 118	Occupied
119	10/10/2023	23:30	Room 119	Occupied
120	10/10/2023	00:00	Room 120	Occupied
121	10/10/2023	00:30	Room 121	Occupied
122	10/10/2023	01:00	Room 122	Occupied
123	10/10/2023	01:30	Room 123	Occupied
124	10/10/2023	02:00	Room 124	Occupied
125	10/10/2023	02:30	Room 125	Occupied
126	10/10/2023	03:00	Room 126	Occupied
127	10/10/2023	03:30	Room 127	Occupied
128	10/10/2023	04:00	Room 128	Occupied
129	10/10/2023	04:30	Room 129	Occupied
130	10/10/2023	05:00	Room 130	Occupied
131	10/10/2023	05:30	Room 131	Occupied
132	10/10/2023	06:00	Room 132	Occupied
133	10/10/2023	06:30	Room 133	Occupied
134	10/10/2023	07:00	Room 134	Occupied
135	10/10/2023	07:30	Room 135	Occupied
136	10/10/2023	08:00	Room 136	Occupied
137	10/10/2023	08:30	Room 137	Occupied
138	10/10/2023	09:00	Room 138	Occupied
139	10/10/2023	09:30	Room 139	Occupied
140	10/10/2023	10:00	Room 140	Occupied
141	10/10/2023	10:30	Room 141	Occupied
142	10/10/2023	11:00	Room 142	Occupied
143	10/10/2023	11:30	Room 143	Occupied
144	10/10/2023	12:00	Room 144	Occupied
145	10/10/2023	12:30	Room 145	Occupied
146	10/10/2023	13:00	Room 146	Occupied
147	10/10/2023	13:30	Room 147	Occupied
148	10/10/2023	14:00	Room 148	Occupied
149	10/10/2023	14:30	Room 149	Occupied
150	10/10/2023	15:00	Room 150	Occupied
151	10/10/2023	15:30	Room 151	Occupied
152	10/10/2023	16:00	Room 152	Occupied
153	10/10/2023	16:30	Room 153	Occupied
154	10/10/2023	17:00	Room 154	Occupied
155	10/10/2023	17:30	Room 155	Occupied
156	10/10/2023	18:00	Room 156	Occupied
157	10/10/2023	18:30	Room 157	Occupied
158	10/10/2023	19:00	Room 158	Occupied
159	10/10/2023	19:30	Room 159	Occupied
160	10/10/2023	20:00	Room 160	Occupied
161	10/10/2023	20:30	Room 161	Occupied
162	10/10/2023	21:00	Room 162	Occupied
163	10/10/2023	21:30	Room 163	Occupied
164	10/10/2023	22:00	Room 164	Occupied
165	10/10/2023	22:30	Room 165	Occupied
16				

DATE: _____

DATE _____

8389

111

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

PENN CENTRAL BANKRUPTCY

GRR000862

DEPARTMENT-MANAGER'S APPROVAL _____

DATE APPROVED

DATE SENT

APPROVED
6-17-83

4171183

Originator: Top White: Wet and attach to outside narrow end of box.
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FORM 68 PRINTED IN U.S.A. 10/78

PREPARED AND SENT BY:

Rita Oblock

DATE 04 / 08 / 83

Record Retention

DESTRUCTION DATE:	
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04/01/93

RECORDS CENTER

BOX NUMBER:

RECEIVED BY:

BIN NUMBER:	
-------------	--

DATE:

8390

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

Raytheon Company v. SCRI

GRR000863

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

04/08/83

DATE SENT	
-----------	--

4/15/82

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 Yellow: To Records Center inside box.
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FORM 68 PRINTED IN U. S. A. 10/78

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

Rita Oblock

DATE	
------	--

04 / 08 / 83

Law Department

Record Retention

DESTRUCTION DATE.

04/01/93

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY:

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
1	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
2	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
3	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
4	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
5	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
6	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
7	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
8	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Blue
9	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Red
10	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Yellow
11	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Purple
12	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Pink
13	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Orange
14	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Brown
15	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Green
16	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. White
17	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Grey
18	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Blue
19	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Red
20	10/10/2023	11:35	Room 120	Occupied	Guest Mrs. Yellow
21	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Purple
22	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Pink
23	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Orange
24	10/10/2023	11:55	Room 124	Occupied	Guest Mrs. Brown
25	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Green
26	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. White
27	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Grey
28	10/10/2023	12:15	Room 128	Occupied	Guest Mrs. Blue
29	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Red
30	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Yellow
31	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Purple
32	10/10/2023	12:35	Room 132	Occupied	Guest Mrs. Pink
33	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Orange
34	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Brown
35	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Green
36	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. White
37	10/10/2023	1:00	Room 137	Occupied	Guest Mr. Grey
38	10/10/2023	1:05	Room 138	Occupied	Guest Mrs. Blue
39	10/10/2023	1:10	Room 139	Occupied	Guest Mr. Red
40	10/10/2023	1:15	Room 140	Occupied	Guest Mrs. Yellow
41	10/10/2023	1:20	Room 141	Occupied	Guest Mr. Purple
42	10/10/2023	1:25	Room 142	Occupied	Guest Mrs. Pink
43	10/10/2023	1:30	Room 143	Occupied	Guest Mr. Orange
44	10/10/2023	1:35	Room 144	Occupied	Guest Mrs. Brown
45	10/10/2023	1:40	Room 145	Occupied	Guest Mr. Green
46	10/10/2023	1:45	Room 146	Occupied	Guest Mrs. White
47	10/10/2023	1:50	Room 147	Occupied	Guest Mr. Grey
48	10/10/2023	1:55	Room 148	Occupied	Guest Mrs. Blue
49	10/10/2023	2:00	Room 149	Occupied	Guest Mr. Red
50	10/10/2023	2:05	Room 150	Occupied	Guest Mrs. Yellow
51	10/10/2023	2:10	Room 151	Occupied	Guest Mr. Purple
52	10/10/2023	2:15	Room 152	Occupied	Guest Mrs. Pink
53	10/10/2023	2:20	Room 153	Occupied	Guest Mr. Orange
54	10/10/2023	2:25	Room 154	Occupied	Guest Mrs. Brown
55	10/10/2023	2:30	Room 155	Occupied	Guest Mr. Green
56	10/10/2023	2:35	Room 156	Occupied	Guest Mrs. White
57	10/10/2023	2:40	Room 157	Occupied	Guest Mr. Grey
58					

DATE:

DATE:

8392

CONTENTS

**FORM
NUMBER**

DESCRIPTION OF RECORDS

ALPHABETIC - NUMERIC

DATES

FROM

TO

FROM

TO

LITIGATION: E

Evans et ux v. Glidden
Everts v. TSN, et al

GRR000864

DEPARTMENT MANAGER'S APPROVAL

C. L. Bechin

DATE APPROVED

04 / 08 / 83

DATE SENT

4/12/83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT

LAW

PREPARED AND SENT BY

RITA OBLOCK

DATE

2 / 3 / 83

RECORD RETENTION

DESTRUCTION DATE

2-1-93

RECORDS PROCESSING DEPARTMENT

RECEIVED BY

BOX NUMBER

DATE

8393

RECEIVED BY

BIN NUMBER

DATE

RECORDS CENTER

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

ZIP FEED MILLS LITIGATION

GRR000865

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

X300000

4/17/83

4/17/83

Originator: Top White. Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

FORM 68 PRINTED IN U.S.A. 10/76

ORIGINATING DEPARTMENT

Law Department

PREPARED AND SENT BY:

Rita Oblock

DATE

04 / 08 / 83

TO:

Record Retention

DESTRUCTION DATE:

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER:	
-------------	--

DATE:

DATE:

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

CLOSED LITIGATION

Saran Industries v. Marathon Oil v. SCM

GRR000866

DEPARTMENT MANAGER'S APPROVAL

C. L. Machin

DATE APPROVED _____

04 / 08 / 83

DATE SENT	
-----------	--

4-1-2-83

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT:

PREPARED AND SENT BY:

DATE

LAY

RITA OBLOCK

2 / 3 / 83

RECORD RETENTION

DESTRUCTION DATE:

2-1-93

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER:

RECORDS CENTER

RECEIVED BY:

BIN NUMBER	
------------	--

DATE:

DATE:

8395

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

INSUL-AID - FTC INVESTIGATION

GRR000867

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED _____

DATE SENT

4/11/52

4-153153

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Law Department

Rita Oblock

04 / 08 / 83

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8396

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<u>LITIGATION: Ma - O</u> Madison Decorating Co. Mann et ux v. SCM Roland Matrauga v. Jotun Rev. Murray Mathis v. Glidden Mildew Litigation (Arvin, et al) Larry Wayne Miller Miscellaneous Litigation 1958-1981 Patricia Misco v. SCM P. Molnar v. Glidden Murphy v. Beff-Dee's and Glidden Marlene O'Brien v. Dotter, et al Chas. and Catherine Ott v. Glidden				

GRR000868

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

DATE SENT

04 / 08 / 83

4 / 12 / 83

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/78

Originals: Top White. Wet and attach to outside narrow end of box
Bottom White. Wet and attach to inside box cover.
Pink. To Records Center inside box.
Yellow. To Records Center inside box.
Green. Retain for File.

LAW DEPARTMENT

Carol McAlonis

4 / 7 83

RECORDS RETENTION

~~DESTRUCTION DATE~~

01/2000

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER.

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS
101	10/10/2023	14:30	Room 101	Occupied
102	10/10/2023	15:00	Room 102	Occupied
103	10/10/2023	15:30	Room 103	Occupied
104	10/10/2023	16:00	Room 104	Occupied
105	10/10/2023	16:30	Room 105	Occupied
106	10/10/2023	17:00	Room 106	Occupied
107	10/10/2023	17:30	Room 107	Occupied
108	10/10/2023	18:00	Room 108	Occupied
109	10/10/2023	18:30	Room 109	Occupied
110	10/10/2023	19:00	Room 110	Occupied
111	10/10/2023	19:30	Room 111	Occupied
112	10/10/2023	20:00	Room 112	Occupied
113	10/10/2023	20:30	Room 113	Occupied
114	10/10/2023	21:00	Room 114	Occupied
115	10/10/2023	21:30	Room 115	Occupied
116	10/10/2023	22:00	Room 116	Occupied
117	10/10/2023	22:30	Room 117	Occupied
118	10/10/2023	23:00	Room 118	Occupied
119	10/10/2023	23:30	Room 119	Occupied
120	10/10/2023	00:00	Room 120	Occupied
121	10/10/2023	00:30	Room 121	Occupied
122	10/10/2023	01:00	Room 122	Occupied
123	10/10/2023	01:30	Room 123	Occupied
124	10/10/2023	02:00	Room 124	Occupied
125	10/10/2023	02:30	Room 125	Occupied
126	10/10/2023	03:00	Room 126	Occupied
127	10/10/2023	03:30	Room 127	Occupied
128	10/10/2023	04:00	Room 128	Occupied
129	10/10/2023	04:30	Room 129	Occupied
130	10/10/2023	05:00	Room 130	Occupied
131	10/10/2023	05:30	Room 131	Occupied
132	10/10/2023	06:00	Room 132	Occupied
133	10/10/2023	06:30	Room 133	Occupied
134	10/10/2023	07:00	Room 134	Occupied
135	10/10/2023	07:30	Room 135	Occupied
136	10/10/2023	08:00	Room 136	Occupied
137	10/10/2023	08:30	Room 137	Occupied
138	10/10/2023	09:00	Room 138	Occupied
139	10/10/2023	09:30	Room 139	Occupied
140	10/10/2023	10:00	Room 140	Occupied
141	10/10/2023	10:30	Room 141	Occupied
142	10/10/2023	11:00	Room 142	Occupied
143	10/10/2023	11:30	Room 143	Occupied
144	10/10/2023	12:00	Room 144	Occupied
145	10/10/2023	12:30	Room 145	Occupied
146	10/10/2023	13:00	Room 146	Occupied
147	10/10/2023	13:30	Room 147	Occupied
148	10/10/2023	14:00	Room 148	Occupied
149	10/10/2023	14:30	Room 149	Occupied
150	10/10/2023	15:00	Room 150	Occupied
151	10/10/2023	15:30	Room 151	Occupied
152	10/10/2023	16:00	Room 152	Occupied
153	10/10/2023	16:30	Room 153	Occupied
154	10/10/2023	17:00	Room 154	Occupied
155	10/10/2023	17:30	Room 155	Occupied
156	10/10/2023	18:00	Room 156	Occupied
157	10/10/2023	18:30	Room 157	Occupied
158	10/10/2023	19:00	Room 158	Occupied
159	10/10/2023	19:30	Room 159	Occupied
160	10/10/2023	20:00	Room 160	Occupied
161	10/10/2023	20:30	Room 161	Occupied
162	10/10/2023	21:00	Room 162	Occupied
163	10/10/2023	21:30	Room 163	Occupied
164	10/10/2023	22:00	Room 164	Occupied
165	10/10/2023	22:30	Room 165	Occupied
16				

DATE:

DATE _____

GRR000869

DEPARTMENT MANAGER'S APPROVAL _____

DATE APPROVED

DATE SENT	10/10/54
-----------	----------

4 / 9 / 43

4 III 183

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 66 PRINTED IN U.S.A. 10/78

Originator: Top White: Wet and attach to outside narrow end of box
 Bottom White: Wet and attach to inside box cover.
 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File

ORIGINATING DEPARTMENT: Law Department	PREPARED AND SENT BY: Rita Oblock	DATE: 04 / 08 / 83
TO: Record Retention		

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: 8398	RECEIVED BY:	BIN NUMBER:
DATE: 1 / 1		DATE: 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<u>LITIGATION: F - J</u> Fairfax Farmers Co-Op Elevator Nancy Feldman Gladys Figueroa Flanigan v. Graco and Glidden Garnet Valley School Auth. v. SCM Doroteo Gutierrez Richard Hall v. SCM Haswell v. Glidden James Holly v. SCM, et al Indiana Mortgage & Realty v. SCM Jefferson Home Constr. v. SCM Mrs. Samantha Junod				

GRR000870

DEPARTMENT MANAGER'S APPROVAL: C. L. Rechin	DATE APPROVED: 04 / 08 / 83	DATE SENT: 4 / 12 / 83
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SCM CORPORATION

FORM 58 PRINTED IN U.S.A. 10/76

1. Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE	
------	--

LAW

RITA OBLOCK

2 / 3 / 83

TO:

RECORD RETENTION

DESTRUCTION DATE:

2-1-93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER:

RECEIVED BY

BIN NUMBER	DATE	TIME	LOCATION	STATUS	REMARKS
1	10/10/2023	10:00	Room 101	Occupied	Guest Mr. Smith
2	10/10/2023	10:05	Room 102	Occupied	Guest Mrs. Jones
3	10/10/2023	10:10	Room 103	Occupied	Guest Mr. Brown
4	10/10/2023	10:15	Room 104	Occupied	Guest Mrs. White
5	10/10/2023	10:20	Room 105	Occupied	Guest Mr. Green
6	10/10/2023	10:25	Room 106	Occupied	Guest Mrs. Black
7	10/10/2023	10:30	Room 107	Occupied	Guest Mr. Grey
8	10/10/2023	10:35	Room 108	Occupied	Guest Mrs. Blue
9	10/10/2023	10:40	Room 109	Occupied	Guest Mr. Red
10	10/10/2023	10:45	Room 110	Occupied	Guest Mrs. Yellow
11	10/10/2023	10:50	Room 111	Occupied	Guest Mr. Purple
12	10/10/2023	10:55	Room 112	Occupied	Guest Mrs. Pink
13	10/10/2023	11:00	Room 113	Occupied	Guest Mr. Orange
14	10/10/2023	11:05	Room 114	Occupied	Guest Mrs. Brown
15	10/10/2023	11:10	Room 115	Occupied	Guest Mr. Green
16	10/10/2023	11:15	Room 116	Occupied	Guest Mrs. White
17	10/10/2023	11:20	Room 117	Occupied	Guest Mr. Grey
18	10/10/2023	11:25	Room 118	Occupied	Guest Mrs. Blue
19	10/10/2023	11:30	Room 119	Occupied	Guest Mr. Red
20	10/10/2023	11:35	Room 120	Occupied	Guest Mrs. Yellow
21	10/10/2023	11:40	Room 121	Occupied	Guest Mr. Purple
22	10/10/2023	11:45	Room 122	Occupied	Guest Mrs. Pink
23	10/10/2023	11:50	Room 123	Occupied	Guest Mr. Orange
24	10/10/2023	11:55	Room 124	Occupied	Guest Mrs. Brown
25	10/10/2023	12:00	Room 125	Occupied	Guest Mr. Green
26	10/10/2023	12:05	Room 126	Occupied	Guest Mrs. White
27	10/10/2023	12:10	Room 127	Occupied	Guest Mr. Grey
28	10/10/2023	12:15	Room 128	Occupied	Guest Mrs. Blue
29	10/10/2023	12:20	Room 129	Occupied	Guest Mr. Red
30	10/10/2023	12:25	Room 130	Occupied	Guest Mrs. Yellow
31	10/10/2023	12:30	Room 131	Occupied	Guest Mr. Purple
32	10/10/2023	12:35	Room 132	Occupied	Guest Mrs. Pink
33	10/10/2023	12:40	Room 133	Occupied	Guest Mr. Orange
34	10/10/2023	12:45	Room 134	Occupied	Guest Mrs. Brown
35	10/10/2023	12:50	Room 135	Occupied	Guest Mr. Green
36	10/10/2023	12:55	Room 136	Occupied	Guest Mrs. White
37	10/10/2023	1:00	Room 137	Occupied	Guest Mr. Grey
38	10/10/2023	1:05	Room 138	Occupied	Guest Mrs. Blue
39	10/10/2023	1:10	Room 139	Occupied	Guest Mr. Red
40	10/10/2023	1:15	Room 140	Occupied	Guest Mrs. Yellow
41	10/10/2023	1:20	Room 141	Occupied	Guest Mr. Purple
42	10/10/2023	1:25	Room 142	Occupied	Guest Mrs. Pink
43	10/10/2023	1:30	Room 143	Occupied	Guest Mr. Orange
44	10/10/2023	1:35	Room 144	Occupied	Guest Mrs. Brown
45	10/10/2023	1:40	Room 145	Occupied	Guest Mr. Green
46	10/10/2023	1:45	Room 146	Occupied	Guest Mrs. White
47	10/10/2023	1:50	Room 147	Occupied	Guest Mr. Grey
48	10/10/2023	1:55	Room 148	Occupied	Guest Mrs. Blue
49	10/10/2023	2:00	Room 149	Occupied	Guest Mr. Red
50	10/10/2023	2:05	Room 150	Occupied	Guest Mrs. Yellow
51	10/10/2023	2:10	Room 151	Occupied	Guest Mr. Purple
52	10/10/2023	2:15	Room 152	Occupied	Guest Mrs. Pink
53	10/10/2023	2:20	Room 153	Occupied	Guest Mr. Orange
54	10/10/2023	2:25	Room 154	Occupied	Guest Mrs. Brown
55	10/10/2023	2:30	Room 155	Occupied	Guest Mr. Green
56	10/10/2023	2:35	Room 156	Occupied	Guest Mrs. White
57	10/10/2023	2:40	Room 157	Occupied	Guest Mr. Grey
58					

DATE:

DATE:

8401

**FORM
NUMBER**

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

INSUL-AID - FTC INVESTIGATION

GRR000871

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
Bottom White: Wet and attach to inside box cover.
Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Law Department

PREPARED AND SENT BY

Rita Oblock

DATE

04 / 08 / 83

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8402

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	LITIGATION: P - S Pittsburgh National Bank v. Glidden Porter Bros. v. SCM Queens Center Shopping Mall Ridge Development v. Glidden Riley Yacht v. Jotun Rodriguez v. Rodriguez, et al Ross Bros. Painting Steven Rosenbaum v. Indiana Lighting Roland Royer Schwab v. SCM, et al Norma Jean Shanks v. Macco Shamlee v. SCM-GICO Smith v. Pako, et al Roland Souza v. SCM Springman v. Glidden Standard Drywall Corp. Mrs. Jewell Starr State of Maryland v. J-BCPC Tomas Suarez y Maria Luisa Calderon Ted Sulem				

GRR000872

DEPARTMENT MANAGER'S APPROVAL

C. L. Rochin

DATE APPROVED

04 / 08 / 83

DATE SENT

4 / 12 / 83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
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 Yellow: To Records Center inside box.
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ORIGINATING DEPARTMENT: **LAW DEPARTMENT** PREPARED AND SENT BY: **Carol McAlonis** DATE: **4 / 7 / 83**

RECORDS RETENTION

DESTRUCTION DATE
 01/2000

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY: **8403** BOX NUMBER: **8403** RECEIVED BY: **1** BIN NUMBER: **1**
 DATE: **1 / 1** DATE: **1 / 1**

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	CLOSED BRANCHES (Domestic & Canadian)				
	A - O				

GRR000873

DEPARTMENT MANAGER'S APPROVAL: *[Signature]* DATE APPROVED: **4 / 8 / 83** DATE SENT: **4 / 11 / 83**

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box.
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Pink: To Records Center inside box.
Yellow: To Records Center inside box.
Green: Retain for File.

ORIGINATING DEPARTMENT

Law Department

PREPARED AND SENT BY

Rita Oblock

DATE

04 / 08 / 83

TO

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

8405

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<u>LITIGATION: K - Mc</u> Kramer v. NYC and Glidden Jennie Kniecik G. A. Kulage Painting Co. Lake Hickory Waterslide v. Glidden Little Paint & Wallcovering C. L. McCracken v. Milligan and Glidden James McDonald v. Hexcel, et al				

GRR000875

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

04 / 08 / 83

DATE SENT

4 / 12 / 83

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/76

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Green: Retain for File.

ORIGINATING DEPARTMENT

Law Department

PREPARED AND SENT BY

Rita Oblock

DATE

04 / 08 / 83

Record Retention

DESTRUCTION DATE

04/01/93

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY:

BIN NUMBER

DATE:

DATE:

8406

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

CLOSED LITIGATION

Raytheon Company v. SCM
Sun Garden Packing - class action

GRR000876

DEPARTMENT MANAGER'S APPROVAL

C. L. Rechin

DATE APPROVED

04 / 08 / 83

DATE SENT

4 / 1 / 2 / 83

4 / 7 / 83

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 10/78

Originator: Top White. Wet and attach to outside narrow end of box.
Bottom White. Wet and attach to inside box cover.
Pink. To Records Center inside box.
Yellow. To Records Center inside box.
Green. Retain for File

ORIGINATING DEPARTMENT:	PREPARED AND SENT BY:	DATE
Ross Martin	Gail Koepke	4 / 7 / 83

10

Ross Martin

Citibank and Society Cancelled Checks
JUNE 1982

DESTRUCTION DATE

3/1/89

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER:	RECEIVED BY:	BIN NUMBER
DATE:	8409	DATE:	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Citi and SFB Cancelled Checks JUNE, 1982				

GRR000878

GRR000878

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
Gail Koepke	1 / 1	1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 10/76

Originator: Top White: Wet and attach to outside narrow end of box
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 Pink: To Records Center inside box.
 Yellow: To Records Center inside box.
 Green: Retain for File.

ORIGINATING DEPARTMENT Corporate General Acct.	PREPARED AND SENT BY: Gail Koepke	DATE 4 7 / 83
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TO Ross Martin	DESTRUCTION DATE 3/1/89
Citibank and Society Cancelled Checks May, 1982	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER: 8410	RECEIVED BY:	BIN NUMBER:
DATE: 1 / 1		DATE: 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Citibank and Society Cancelled Checks May, 1982				

GRR000879

DEPARTMENT MANAGER'S APPROVAL <i>Gail Koepke</i>	DATE APPROVED 4 17 83	DATE SENT 4 17 83
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