

PAYROLL DEPARTMENT

DIVISION

GLIDDEN

CHARGE TO

LOCATION

G.L.

ACCT CODE

SUB

COST CENTER

P.C.

OPT

PREPARED BY

CATHY LOVANO

DATE

12 / 3 / 87

1100

76,400.66

DESTRUCTION DATE (MONTH & YEAR)

Jan 1 1994

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

12 / 4 / 87

15174

DATE

1 / 1

CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

**Savings Bonds Deduction Registers
 Jan, Feb, Mar. 1986**

GRR002555

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

12 / 3 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY THE GLIDDEN COMPANY

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

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 PAYROLL	DIVISION GLIDDEN	CHARGE TO					
PREPARED BY JATHY LOVATO	DATE 8 / 28 / 87	LOCATION 1100	G.L.	ACCT CODE 7640	COST CENTER 066	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

Jan. 1 1993

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>[Signature]</i>	BOX NUMBER 15175	RECEIVED BY	BIN NUMBER
DATE 12 / 4 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	ABC Chemicals Federal/State Reports 1985 ABC Foods Federal/State Reports 1985 Allied Paper 38-0292170 All Quarters-Trial Balance 1985 Allied Egr 31-0271450 Trial Balance-All Quarters-1985 Gavin Press 31-0645865 Federal/State Reports-1985 Manchester Forms 22-2392694 Federal/State Reports-1985 SCM 16-6040765 Trial Balance 1985 Histacount 11-1628500 Federal/State Reports-1985 PCR Gainesville 22-2238551 Federal/State Reports-1985 Sylvachem 13-2686797 Federal/State Reports-1985 Proctor Schwartz 22-2283558 Federal/State Reports-1985				

GRR002556

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 / 31 / 87	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/88

ORIGINATING DEPARTMENT

Payroll Department

REPAIRED BY

Cathy Lovano

DIVISION

C & R Division-Glidden

DATE

2 / 10 / 87

Originator

Top White

Bottom White

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Yellow

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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

CHARGE TO

LOCATION

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ACCT CODE

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COST CENTER

P.C.

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DESTRUCTION DATE (MONTH & YEAR)

JAN. 1992

RECORDS PROCESSING DEPARTMENT

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

DATE

12/4/87

115176

1 1

CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

State & Local Tax Recaps 1985
State & Local W-2 Edits 1985

GRR002557

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

2/23/87

DATE SENT

1 1

FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

FORM 68 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

PAYROLL DEPARTMENT	DIVISION	CHARGE TO						
	GLIDDEN	LOCATION	G.L.	ACCT CODE	SUB	COST CENTER	P.C.	OPT
PREPARED BY	DATE							
CATHY LOVANO	12 / 3 / 87	11100		7640	066			

DESTRUCTION DATE (MONTH & YEAR)

Jan 1, 1994

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
<i>mf</i>	15177		
DATE		DATE	
12 / 4 / 87		1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Histacount Sate & City Reconcilements 1984-1986 Allied Paper Sate & City Reconcilements 1984-1986 ABC Chemicals State & City Recon. 1985-1986 Sylvachem State & City Recon. 1985-1986 Allied Egry State & City Recon. 1983-1986 Plus Gavrin Press & Manchester Forms PCR State Recon. 1983-1986 Proctor Schwartz State & City Recon 1983-1986 Weekly Forecast 1986 Allied Paper Fit & Fica Recon. 1983-1986 Histacount Fit & Fica Recon. 1983-1986 PCR Fit & Fica Recon. 1983-1986 Proctor Schwartz Fit & Fica Recon. 1983-1986 Allied ERY Egry Fit & Fica Recon. 1983-1986 Sylvachem Fit & Fica Recon. 1985-1986 Proctor Schwartz-Federal & Fica Deposits & Ga's ID # 222-28-3558 1985-1986 ABC Chemicals-Federal & Fica Deposits & Ga's ID # 13-3290300 1985-1986 ABC Foods-Federal & Fica Deposits & Ga's ID # 13-3290305 1985-1986 SCMI Fica Deposits & Ga's 16-6040765 1985-1986 Allied Paper Fit & Fica Deposits & Ga's ID # 38-0292170 1985-1986 Allied Egry Fit & Fica Deposits & Ga's ID # 31-0271450 1985-1986 Manchester Forms Fit & Fica Deposits & Ga's ID # 22-2393694 1985-1986 Gavrin Press Fit & Fica Deposits & Ga's ID # 31-0645865 1985-1986 Histacount Fit & Fica Deposits & Ga's ID # 11-1628500 1985-1986 Sylvachem Fit & Fica Deposits & Ga's ID # 13-2686797 1985-1986 PCR & Proctor Schwartz Fit 7& Fica Deposits & Ga's 1985 & 1986 PCR-22-2238551				

GRR002558

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
<i>Sharon Nichols</i>	12 / 3 / 87	1 / 1

FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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 PAYROLL DEPARTMENT	DIVISION GLIDDEN	CHARGE TO					
PREPARED BY CATHY LOVANO	DATE 12 / 3 / 87	LOCATION 1100	GL	ACCT CODE 7,640	COST CENTER 066	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

Jan 1, 1994

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>MA</i>	BOX NUMBER 15178	RECEIVED BY	BIN NUMBER
DATE 12 / 4 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Savings Bonds Deduction Registers April, May, June 1986 Deductible Changes Thru Payroll-Requests-1986				

GRR002559

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 / 3 / 87	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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

ORIGINATING DEPARTMENT PAYROLL DEPARTMENT		DIVISION GLIDDEN		CHARGE TO					
PREPARED BY LATHY LOVANO		DATE 8 / 23 / 87		LOCATION 11100	GL.	ACCT CODE 7,640	COST CENTER 0166	P.C.	OPT.

DESTRUCTION DATE (MONTH & YEAR)

Jan. 1 1993

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY MA	BOX NUMBER 15179	RECEIVED BY	SIN NUMBER
DATE 12 / 4 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	SCM 15-0451820 Payroll Deposit Sheets 1st, 2nd, 3rd, 4th Quarter SCM-Trial Balance-All Quarters Industrias Glidden-Puerto Rico-FICA Foreign Subs-1981, 1982 City Tax Reconcilements 1983, 1984, 1985 Quarterly Recaps by State & Regions 1985				

GRR002560

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 / 31 / 87	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY THE GLIDDEN COMPANY

FORM 58 PRINTED IN U.S.A. 9/86

ORIGINATING DEPARTMENT

Originator Top White
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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

RAYBELL

PREPARED BY

JATHY LOVANO

DIVISION

GLIDDEN

DATE

8 / 28 / 87

CHARGE TO

LOCATION

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ACCT
CODE

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CENTER

P.C.

OPT

DESTRUCTION DATE (MONTH & YEAR)

Jan. 1 1993

RECORDS PROCESSING DEPARTMENT

RECEIVED BY

DATE

12 / 4 / 87

BOX NUMBER

15180

RECEIVED BY

DATE

1 / 1

RECORDS CENTER

BIN NUMBER

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

FORM
NUMBER

DESCRIPTION OF RECORDS

**Control Cards-1985
State Reports-SOM-All Quarters-1985
Massachusetts State Reports-1985
New York State Reports-1985
Federal Tax Deposit Coupons-1985
FIT/FICA GA'S-1985
GA's Jan-Dec 1985**

GRR002561

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

12 / 3 / 87

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

Compensation & Benefits

PREPARED AND SENT BY

Melody Gill

DATE

11 / 10 / 87

ss-Martin Co., 203 Hayes Dr., Cleveland, Ohio 44101

1100-054

DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT

RECEIVED BY:

BOX NUMBER

DATE:

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12 / 8 / 87

15181

RECEIVED BY

DATE

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RECORDS CENTER

BIN NUMBER

CONTENTS

ALPHABETIC-NUMERIC

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DESCRIPTION OF RECORDS

1984 Terminated Employee Files

Glidden

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GRR002562

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

11 / 11 / 87

DATE SENT

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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

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

Compensation & Benefits

PREPARED AND SENT BY
Melody Gill

DATE
11 / 10 / 89

Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054
DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY: <i>mg</i>	BOX NUMBER <i>15182</i>	RECEIVED BY	BIN NUMBER
DATE: <i>12/8/87</i>		DATE <i>1/1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1984 Terminated Employee Files <i>Glidden</i>	BOWLER	CURRIE		
DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>		DATE APPROVED <i>11/11/87</i>		DATE SENT <i>1/1</i>	

GRR002563

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

Compensation & Benefits Dept.

Melody Gill

11 / 10 / 87

TO: Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054

DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

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BIN NUMBER

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DESCRIPTION OF RECORDS

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DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

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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:

PREPARED AND SENT BY

DATE

Compensation & Benefits

Melody Gill

11 / 10 / 87

Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054

DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE:

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12 / 8 / 87

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FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

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DATES

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GRR002565

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

[Signature]

11 / 11 / 87

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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

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

Bottom White
Pink
Yellow
Green

Wet and attach to inside box cover
To Records Center inside box
To Records Center inside box
Retain for File.

ORIGINATING DEPARTMENT

PREPARED AND SENT BY

DATE

Compensation & Benefits

Melody Gill

11 / 10 / 87

Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054
DESTRUCTION DATE

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RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

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12 / 18 / 87

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CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

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1984 Terminated Employee Files

Glidden

Kennedy Mazza

GRR002566

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

[Signature]

11 / 11 / 87

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

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

ORIGINATING DEPARTMENT:

Compensation & Benefits

PREPARED AND SENT BY

Melody Gill

DATE

11 / 10 / 87

Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054
DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER	RECEIVED BY	BIN NUMBER
MG	15186		
DATE:		DATE	
12 / 8 / 87		1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1984 Terminated Employee Files glidden	Mc- ALISTER	Pacheco		

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DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

11 / 11 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

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

ORIGINATING DEPARTMENT:

Compensation & Benefits

PREPARED AND SENT BY

Melody Gill

DATE

11 / 10 / 87

To: Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054
DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: <i>12/8/87</i>	<i>15187</i>	DATE: <i>1/1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1984 Terminated Employee Files <i>Glidden</i>	<i>PACHOLSK</i>	<i>SCHNEHL</i>		
MANAGER'S APPROVAL <i>[Signature]</i>		DATE APPROVED	DATE SENT		
		<i>11/1/87</i>	<i>1/1</i>		

GRR002568

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
Compensation & Benefits

PREPARED AND SENT BY
Malody Gill

DATE
11 / 10 / 87

TO
As Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054
DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY:	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: 12 / 8 / 87	15188	DATE: 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1984 Terminated Employee Files <i>glidden</i>	<i>Schmitt</i>	<i>Suggs</i>		

GRR002569

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

11 / 11 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 12/85

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

Compensation & Benefits

DIVISION

Glidden

CHARGE TO

LOCATION

G.L.

ACCT. CODE

COST CENTER

P.C.

OPT

PREPARED BY

Melody Gill

DATE

12 / 7 / 87

1100

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DESTRUCTION DATE (MONTH & YEAR)

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RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

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BOX NUMBER

15189

RECEIVED BY

BIN NUMBER

DATE

12 / 8 / 87

DATE

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CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

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1985 Terminated
Employee Files

Downs, Harken
W.

GRR002570

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

12 / 7 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 88 PRINTED IN U. S. A. 12/85

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 Compensation & Benefits		DIVISION Glidden		CHARGE TO					
PREPARED BY Alody Gill		DATE 12 / 7 - / 87		LOCATION 1100	G.L. 79	ACCT. CODE 7640	COST CENTER 054	P.C.	OPT.

DESTRUCTION DATE (MONTH & YEAR)

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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>ng</i>	BOX NUMBER 15190	RECEIVED BY	BIN NUMBER
DATE 12 / 8 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 Terminated Employee Files	<i>Leserhues</i>	<i>Huff, D.</i>		

GRR002571

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 17 187	DATE SENT 1 1
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ORD AND INVENTORY

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

COMPANY CORPORATION

FORM 68 PRINTED IN U.S.A. 12/85

ORIGINATING DEPARTMENT

Compensation & Benefits

DIVISION

Glidden

CHARGE TO

LOCATION

G.L.

ACCT. CODE

COST CENTER

P.C.

OPT.

PREPARED BY

Melody Gill

DATE

12 / 7 / 87

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DESTRUCTION DATE (MONTH & YEAR)

Perm

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

12 / 8 / 87

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CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

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FROM

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1985 Terminated Employee files

Hughes, Lewis, W. J.

GRR002572

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

12 / 7 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 65 PRINTED IN U. S. A. 12/85

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 Compensation & Benefits	DIVISION Glidden	CHARGE TO					
PREPARED BY Melody Gill	DATE 12 / 7 / 87	LOCATION 1 100 79	Q.L.	ACCT. CODE 7 6 4 0	COST CENTER 0 5 4	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

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RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>mg</i>	BOX NUMBER 15192	RECEIVED BY	BIN NUMBER
DATE 12 / 8 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 Terminated Employee Files	Bush	Doum Boya		

GRR002573

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 / 7 / 87	DATE SENT 1 / 1
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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.

O IN U. S. A. 12/85

DEPARTMENT

Compensation & Benefits

DIVISION

Glidden

CHARGE TO

LOCATION

G.L.

ACCT.

CODE

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P.C.

OPT.

REPAIRED BY

Melody Gill

DATE

12 / 7 / 87

1100

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7,640

054

DESTRUCTION DATE (MONTH & YEAR)

Perm

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

12 / 8 / 87

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DATE

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CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

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1985 Terminated
Employee Index

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GRR002574

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

12 / 7 / 87

DATE SENT

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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

1100 79 764 0 054

ORIGINATING DEPARTMENT

Compensation & Benefits

PREPARED AND SENT BY

Melody Gill

DATE

12 / 7 / 8

TO

DESTRUCTION DATE

Perm

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE:

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12 / 8 / 87

15194

DATE

1 / 1

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

1985 Terminated
Employee Files

Newhouse
Rich,
H.

GRR002575

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

12 / 7 / 87

DATE SENT

1 / 1

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

Compensation & Benefits

PREPARED AND SENT BY

Melody Gill

DATE

11 / 10 / 87

TO:

Ross Martin Co., 203 Hayes Dr., Cleveland, Ohio

1100-054

DESTRUCTION DATE

Permanent Record

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY:

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE:

MA
12 / 8 / 87

15195

DATE

1 / 1

CONTENTS

FORM
NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

1984 Terminated Employee Files

Glidden

Sunkins Z

GRR002576

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

11 / 1 / 87

DATE SENT

1 / 1

SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 12/85

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 Compensation & Benefits		DIVISION GLIDDEN		CHARGE TO						
REPAIRED BY Melody Gill		DATE 12 / 7 / 87		LOCATION 1100	G.L. 79	ACCT. CODE 7640	RES. 054	COST CENTER	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

Perm

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>mg</i>	BOX NUMBER <i>15196</i>	RECEIVED BY	BIN NUMBER
DATE <i>12/8/87</i>		DATE <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 Terminated Employee Files	Liddle Myrick			

GRR002577

GRR002577

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12/7/87	DATE SENT 1 1
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 12/85

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 Compensation & Benefits		DIVISION Glidden		CHARGE TO					
PREPARED BY Melody Gill		DATE 12 / 7 / 87		LOCATION 1100	G.L. 79	ACCT. CODE 7640	COST CENTER 054	P.C.	OPT.

DESTRUCTION DATE (MONTH & YEAR)

Fem

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>MA</i>	BOX NUMBER 15197	RECEIVED BY	BIN NUMBER
DATE 12 / 8 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 Terminated Employee Files	Rich, L.	STREHLOW		

GRR002578

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12 / 7 / 87	DATE SENT 1 / 1
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SCM CORPORATION

FORM 68 PRINTED IN U. S. A. 12/85

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						
Compensation & Benefits		Glidden		LOCATION	G.L.	ACCT. CODE	COST CENTER	P.C.	OPT	
PREPARED BY		DATE								
Melody Gill		12 / 7 / 87		1,100 79 7,640 054						
DESTRUCTION DATE (MONTH & YEAR)										

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
DESTRUCTION DATE (MONTH & YEAR)																																																																																																			

Penn

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY: <i>mf</i>	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: <i>12 / 8 / 87</i>	<i>15198</i>	DATE <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 Terminated Employee Files	STROMDAHL - Z			

GRR002579

GRR002579

DEPARTMENT MANAGER'S APPROVAL 	DATE APPROVED 12/7/87	DATE SENT 1 1
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FILE TRANSFER RECORD AND INVENTORY THE GLIDDEN COMPANY

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

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 Loss Prevention	DIVISION The Glidden Company	CHARGE TO					
PREPARED BY Bertha M. Strickler	DATE 12 / 16 / 87	LOCATION 110079	G.L.	ACCT. CODE 7540	COST CENTER 047	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

12/90

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER 15199	RECEIVED BY	BIN NUMBER
DATE 1 / 1		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Workers' Compensation Payroll Reports				
	Payroll Report to SCM 4th Quarter XXXX 1985	Payroll Report to SCM 1980	#1		
	3rd Quarter 1985	" " " "	#2		
	2nd Quarter XXXX 1985	" " " "	#8		
	Payroll Report to SCM 1984	" " " "	#9		
	4th Quarter 1984	" " " "	#14		
	3rd Quarter XXXX 1984	" " " "	#16		
	2nd Quarter 1984	" " " "	#17		
	1st Quarter 1984	" " " "	#18		
	Payroll Reports 1978 #1	" " " "	#19		
	#2°	" " " "	#24		
	#8	" " " "	#10		
	#9	" " " "	#10L		
	#14 & 3	" " " "	#9030		
	#16	" " " "	#4th Quarter		
	#17 " "	" " " "	1981		
	#19 " "	" " " "	1st Quarter 1981		
	#924	" " " "	2nd " "		
	#30L	" " " "	3rd " "		
	#30	" " " "	4th " "		
	#30 CORP. " "	" " " "	to SCM 1982		
	Payroll Report SCM 1st Quarter 1978	" " " "	1st Quarter 1982		
	" " " " 1979	" " " "	2nd Quarter "		
	" " " " 1979 #1	" " " "	3rd " "		
	#2	" " " "	4th " "		
	#8 " "	" " " "	to SCM 1983		
	#9 " "	" " " "	1st Quarter 1983		
	#14 & 3	" " " "	2nd Quarter 1983		
	#16	" " " "	3rd Quarter 1983		
	#17	" " " "	4th Quarter 1983		
	#19	" " " "			
	#924	" " " "			
	#30L	" " " "			
	#30	" " " "			
	#30 CORP.	" " " "			

GRR002580

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

THE GLIDDEN COMPANY

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

Originator: Top White
Bottom White
Pink
Yellow
GreenWet 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 Loss Prevention	DIVISION The Glidden Company	CHARGE TO					
PREPARED BY Bertha M. Strickler	DATE 12/ 16 / 87	LOCATION	GL	ACCT CODE	COST CENTER	P.C.	OPT
		1 1 0 0	7 9	7 6 4 0	4 4 7		

DESTRUCTION DATE (MONTH & YEAR)

12/90

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: 1 / 1	15200	DATE: 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC - NUMERIC		DATES	
		FROM	TO	FROM	TO
	Workers' Compensation Laws Alabama Florida Indiana Illinois Kentucky Louisiana Maryland Michigan Minnesota Missouri New Jersey				
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED 1 / 1		DATE SENT 1 / 1	

GRR002581

FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

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

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

Loss Prevention

The Glidden Company

PREPARED BY

DATE

Bertha M. Strickler

12 / 16 / 87

1100797640047

DESTRUCTION DATE (MONTH & YEAR)

12/90

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
	Workers' Compensation GA's				
	January 1985			January 1982	
	February 1985			February 1982	
	March 1985			March 1982	
	April 1985			April 1982	
	May 1985			May 1982	
	June 1985			June 1982	
	July 1985			July 1982	
	August 1985			August 1982	
	September 1985			September 1982	
	October 1985			October 1982	
	November 1985			November 1982	
	December 1985			December 1982	
	January 1984				
	February 1984				
	March 1984				
	April 1984				
	May 1984				
	June 1984				
	July 1984				
	August 1984				
	September 1984				
	October 1984				
	November 1984				
	December 1984				
	January 1983				
	February 1983				
	March 1983				
	April 1983				
	May 1983				
	June 1983				
	July 1983				
	August 1983				
	September 1983				
	October 1983				
	November 1983				
	December 1983				

GRR002582

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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

Patent/Law

DIVISION

Glidden

CHARGE TO

LOCATION

G.L.

ACCT. CODE

U.S.

COST CENTER

P.C.

OPT

PREPARED BY

Kim Pallini

DATE

12 / 21 / 87

110079

7640

050

DESTRUCTION DATE (MONTH & YEAR)

Dec., 1997

Patents

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

1 / 1

15202

DATE

1 / 1

CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

4,371,722 - 4,421,889

4,289,917 - 4,369,999

GRR002583

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

12/21/87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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

ORIGINATING DEPARTMENT Patent/Law		DIVISION Glidden		CHARGE TO					
PREPARED BY Kim Philini		DATE 12 / 21 / 87		LOCATION 110 079	G.L.	ACCT. CODE 7640	COST CENTER 050	P.C.	OPT.

Patents

DESTRUCTION DATE (MONTH & YEAR)

Dec., 1997

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY.	BOX NUMBER 15203	RECEIVED BY	BIN NUMBER
DATE 1 / 1		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Electrocoating 2,000,000 - 3,789,999				
	Extra copies of Canadian Patent No. 1,099,834 (2262-1)				
	Electrocoating 4,001,100 - 4,490,282				
	Electrocoating 4,101,486 - 4,373,072				

GRR002584

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12/21/87	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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 Patent/Law		DIVISION Glidden		CHARGE TO			
PREPARED BY Kim Pallini		DATE 12 / 21 / 87		LOCATION 1,100	G.L. 79	ACCT. CODE 7,640	COST CENTER 050

Electrocoating Patents

Dec., 1997

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER 15204	RECEIVED BY	BIN NUMBER
DATE 1 / 1		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Electrocoating 3,800,000 - 3,999,999				
	Electrocoating 3,600,000 - 3,799,999				
	Electrocoating 3,790,000 - 3,899,999				
	Electrocoating 3,900,000 - 4,099,999				

GRR002585

DEPARTMENT MANAGER'S APPROVAL

[Signature]

DATE APPROVED

12/21/87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

ORIGINATING DEPARTMENT

Patent/Law

PREPARED BY

Kim Pallini

DIVISION

Glidden

DATE

12 / 21 / 87

CHARGE TO

LOCATION

G.L.

ACCT

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6

COST

PC.

OPT

1 1 0 0 7 9 7 6 4 0 0 5 0

DESTRUCTION DATE (MONTH & YEAR)

Dec., 1997

Electrocoating Patents

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

BOX NUMBER

RECEIVED BY

BIN NUMBER

DATE

1 / 1

15205

DATE

1 / 1

FORM
NUMBER

DESCRIPTION OF RECORDS

CONTENTS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

British Electrocoating 1,306,101 - 1,495,457

Electrocoating articles, magazines, etc.

Electrocoating Canadian Patents 515,720 - 940,869

U.S. Electrocoating Patents 4,469,565 - 4,486,284

GRR002586

DEPARTMENT MANAGER'S APPROVAL

Wm. Schmidt

DATE APPROVED

12 / 21 / 87

DATE SENT

1 / 1

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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 Patent/Law		DIVISION Glidden		CHARGE TO						
PREPARED BY Kim Pallini		DATE 12 / 21 / 87		LOCATION 11007	G.L.	ACCT CODE 97640	SUB 050	COST CENTER	P.C.	OPT

Patents

Dec., 1987

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER 15206	RECEIVED BY	BIN NUMBER
DATE 1 / 1		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	4,423,165 - 4,569,847 Reissue Patents 4,572,218 - 4,587,323				

GRR002587

DEPARTMENT MANAGER'S APPROVAL <i>[Signature]</i>	DATE APPROVED 12/21/87	DATE SENT 1 / 1
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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 Purchasing	DIVISION Glidden	CHARGE TO					
PREPARED BY Karen Rokowski	DATE 12 / 23 / 87	LOCATION 1100	G.L. 76	ACCT CODE 76,40	COST CENTER 057	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

12/89

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY mg	BOX NUMBER 15207	RECEIVED BY	BIN NUMBER
DATE 12 / 29 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC - NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 MISCELLANEOUS CORRESPONDENCE	Q	Z		
	OBSOLETE FORMS FILES (former Divisions)				

GRR002588

DEPARTMENT MANAGER'S APPROVAL Barbara Lohrey	DATE APPROVED 12/28/87	DATE SENT 12/28/87
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

ORIGINATING DEPARTMENT

Purchasing

PREPARED BY

Karen Rokowski

DIVISION

Glidden

DATE

12 / 23 / 87

LOCATION

1100

G.L.

76

CHARGE TO

ACCT CODE

7640

COST CENTER

057

P.C.

OPT

DESTRUCTION DATE (MONTH & YEAR)

12/89

RECORDS PROCESSING DEPARTMENT

RECORDS CENTER

RECEIVED BY

m2

BOX NUMBER

15208

RECEIVED BY

BIN NUMBER

DATE

12/29/87

DATE

1 / 1

CONTENTS

FORM NUMBER

DESCRIPTION OF RECORDS

ALPHABETIC-NUMERIC

DATES

FROM

TO

FROM

TO

1985 MISCELLANEOUS CORRESPONDENCE

A

P

GRR002589

DEPARTMENT MANAGER'S APPROVAL

Saraband Okey

DATE APPROVED

12/28/87

DATE SENT

12/28/87

FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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 Purchasing	DIVISION Glidden	CHARGE TO					
PREPARED BY Karen Rokowski	DATE 12 / 23 / 87	LOCATION 1100	G.L. 76	ACCT CODE 7640	COST CENTER 057	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)
12/90

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY <i>m j</i>	BOX NUMBER 15209	RECEIVED BY	BIN NUMBER
DATE 12 / 29 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1986 MISCELLANEOUS CORRESPONDENCE	A	Z		

GRR002590

DEPARTMENT MANAGER'S APPROVAL <i>Barbara Loney</i>	DATE APPROVED 12/28/87	DATE SENT 12/28/87
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FILE TRANSFER RECORD AND INVENTORY

SCM CORPORATION

FORM 68 PRINTED IN U.S.A. 4/86

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 Purchasing	DIVISION Glidden	CHARGE TO					
PREPARED BY Karen Rokowski	DATE 12 / 23 / 87	LOCATION 1100	G.L. 76	ACCT CODE 7640	COST CENTER 057	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

12/89

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY m 2	BOX NUMBER 15210	RECEIVED BY	BIN NUMBER
DATE 12 / 29 / 87		DATE 1 / 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	1985 CLOSED PURCHASE ORDERS	A	Z	1/85	12/85
GRR002591					
DEPARTMENT MANAGER'S APPROVAL <i>Barbara Sobel</i>		DATE APPROVED 12/28/87		DATE SENT 12/28/87	

44 FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>Accounts Payable</i>		DIVISION <i>P&L</i>		CHARGE TO					
PREPARED BY <i>Harlene Rickling</i>		DATE <i>12/12/87</i>		LOCATION <i>114077</i>	G.L.	ACCT. CODE <i>7640</i>	COST CENTER <i>135</i>	P.C.	OPT
								DESTRUCTION DATE (MONTH & YEAR) <i>15 12-12-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15211</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>Paid invoices & vouchers</i> <i>July - Dec 1986</i> <i>Federal Express</i> <i>B-to Good</i>				

GRR002592

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
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FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

FORM 58 PRINTED IN U.S.A. 9/86

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>		DIVISION <i>OYR</i>		CHARGE TO					
PREPARED BY <i>M. Reckling</i>		DATE <i>12/29/87</i>		LOCATION	G.L.	ACCT CODE	COST CENTER	P.C.	OPT
				<i>1100</i>	<i>77</i>	<i>7640</i>	<i>135</i>		

DESTRUCTION DATE (MONTH & YEAR)
12-29-92

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE: <i>1 1</i>	<i>15212</i>	DATE: <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>a/p paid invoices 9 vouchers July - Dec. 1986</i>	<i>u</i>	<i>3</i>		

GRR002593

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>/ /</i>	DATE SENT <i>/ /</i>
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THE GLIDDEN COMPANY

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

Original: Red White
Bottom White
Pink
Yellow
Green

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

ORIGINATING DEPARTMENT		DIVISION		CHARGE TO						
Accts Payable		P & R		LOCATION	GL	ACCT CODE	3	COST CENTER	P C	OPT
PREPARED BY		DATE								
Marlene Reichling		12/12/87		1100	77	7640		135		

DESTRUCTION DATE (MONTH & YEAR)

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	SIN NUMBER
DATE: 1 1	15213	DATE: 1 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Paid vouchers & invoices July - Dec 1986 D - Inc Not Federal Express				
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	

GRR002594

FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

Bottom White
 Pink
 Yellow
 Green

Wet and attach to inside box cover
 To Records Center inside box
 To Records Center inside box
 Retain for File

ORIGINATING DEPARTMENT <i>Accts Payable</i>		DIVISION <i>Q & R</i>		CHARGE TO					
PREPARED BY <i>Margene Heckling</i>		DATE <i>12/12/87</i>		LOCATION <i>110077</i>	GL	ACCT CODE <i>7640</i>	COST CENTER <i>135</i>	PC	OPT
								DESTRUCTION DATE (MONTH & YEAR) <i>11 12-12-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15214</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>Paid invoices & vouchers July - Dec 1986</i>		<i>a - Bank</i>		
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED <i>1 1</i>		DATE SENT <i>1 1</i>	

GRR002595

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

ORIGINATING DEPARTMENT

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Paid vouchers + invoices July Dec 1986	br - int, Prtg			

GRR002596

GRR002596

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT	
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FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>		DIVISION <i>C & R</i>		CHARGE TO					
PREPARED BY <i>Marlene Reckling</i>		DATE <i>12/12/87</i>		LOCATION <i>110077</i>	G.L.	ACCT CODE <i>7640</i>	COST CENTER <i>135</i>	P.C.	OPT
								DESTRUCTION DATE (MONTH & YEAR) <i>10 12-12-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15216</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 paid invoices</i> <i>& vouchers</i> <i>July-Dec 1986</i> <i>April 1986</i> <i>Sub-Ledger</i> <i>7-84</i> <i>Paid invoices-5-85-</i> <i>6-29-85-</i> <i>4-25-86</i> <i>Control Ledger</i> <i>11-86-5-12-87</i> <i>Check register</i> <i>1-2-85-6-5-85 Citibank</i>				

GRR002597

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. 9/86

ORIGINATING DEPARTMENT

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED / /	DATE SENT / /
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FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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

ORIGINATING DEPARTMENT

DIVISION

CHARGE TO

PREPARED BY

DATE

LOCATION

G.L.

ACCT CODE

COST CENTER

P.C.

OPT

DESTRUCTION DATE (MONTH & YEAR)

RECORDS PROCESSING DEPARTMENT

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

A/P Sub-Ledger
 April 86
 Jan ..
 Mar ..
 A/P Validation

GRR002599

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED

DATE SENT

FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

FORM 58 PRINTED IN U.S.A. 9/86

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>Credits Payable</i>		DIVISION	CHARGE TO					
PREPARED BY <i>Harold Reckling</i>	DATE <i>11/19/87</i>		LOCATION	G.L.	ACCT. CODE	COST CENTER	P.C.	OPT
			<i>110077</i>		<i>7,640</i>	<i>135</i>		
							DESTRUCTION DATE (MONTH & YEAR) <i>11-19-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15219</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>K. Mart invoices & vouchers 1986</i>				

GRR002600

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
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FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

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

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		DIVISION	CHARGE TO						
<i>Accts Payable</i>		<i>C & R</i>	LOCATION	G.L.	ACCT CODE	SUB	COST CENTER	P.C.	OPT
PREPARED BY <i>Marlene Reckling</i>		DATE <i>12/12/87</i>	<i>1100</i>	<i>77</i>	<i>7640</i>	<i>135</i>			
							DESTRUCTION DATE (MONTH & YEAR) <i>17 10 10 92</i>		

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE <i>1 1</i>	<i>15220</i>	DATE <i>1 1</i>	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	<i>Paid vouchers + invoices</i> <i>July - Dec 1986</i>			<i>Invest - Lyons</i>	

GRR002601

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. 9/86

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

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE	15221	DATE	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Paid invoices & vouchers Judy - Dec 1986 Not Mel drum				

M - ~~any~~ any.

GRR002602

GRR002602

DEPARTMENT MANAGER'S APPROVAL

DATE APPROVED	
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DATE SENT	
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FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

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

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>		DIVISION <i>CYR</i>	CHARGE TO						
PREPARED BY <i>M. Reckling</i>		DATE <i>12/29/87</i>	LOCATION <i>1100</i>	G.L. <i>77</i>	ACCT CODE <i>77</i>	SUB <i>76</i>	COST CENTER <i>40</i>	REC <i>135</i>	OPT
								DESTRUCTION DATE (MONTH & YEAR) <i>12-29-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15222</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 paid vouchers a invoices July - Dec 1986</i>			<i>Pi - Smith</i>	

GRR002603

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1/1</i>	DATE SENT <i>1/1</i>
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FILE TRANSFER RECORD AND INVENTORY

THE GLIDDEN COMPANY

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

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						
Accts Payable		C/R		LOCATION	G.L.	ACCT CODE	SUB	COST CENTER	P.C.	OPT
PREPARED BY Marlene Leckling		DATE 12/12/87		110077		7640	135			
								DESTRUCTION DATE (MONTH & YEAR) 9 12-12-92		

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE 1 1	15223	DATE 1 1	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	A/P paid invoices 9 vouchers July - Dec 1986 Hand checks 1985 - 1986 Rents Dec 1985 June 1986 Hand check journal July 1985 - June 1986 1986 DC copies				
		GRR002604			

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED	DATE SENT
	1 1	1 1

FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>	DIVISION <i>C & R</i>	CHARGE TO					
PREPARED BY <i>Marlene Reckling</i>	DATE <i>12/12/87</i>	LOCATION <i>110077</i>	G.L.	ACCT CODE <i>7640</i>	COST CENTER <i>135</i>	P.C.	OPT
						DESTRUCTION DATE (MONTH & YEAR) <i>8 12-12-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15224</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 paid invoices & vouchers</i> <i>July - Dec 1986</i> <i>Meldrum & Fearsmith</i> <i>Hand check copies</i> <i>1985 - & 1986</i>				
		GRR002605			

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
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FILE TRANSFER RECORD AND INVENTORY THE GLIDDEN COMPANY

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

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>Secrets Payable</i>		DIVISION		CHARGE TO							
PREPARED BY <i>Marlene Becking</i>		DATE <i>11/19/87</i>		LOCATION <i>110077</i>	G.L.	ACCT CODE <i>7640</i>	SUB <i>135</i>	COST CENTER	P.C.	OPT	
										DESTRUCTION DATE (MONTH & YEAR) <i>11-19-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15225</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>Home Depot invoices & vouchers 1986</i>				

GRR002606

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

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

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>Credits Payable</i>		DIVISION <i>PYK</i>		CHARGE TO						
PREPARED BY <i>Ph. Pickering</i>		DATE <i>11/15/87</i>		LOCATION <i>110077</i>	G.L.	ACCT CODE <i>7640</i>	SUB <i>135</i>	COST CENTER	P.C.	OPT
DESTRUCTION DATE (MONTH & YEAR) <i>11-19-92</i>										

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15226</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 Sub-Ledger</i>				
	<i>May 1986</i>				
	<i>a/p Purge</i>				
	<i>Citibank check reg</i>				
	<i>11-83 - 7-84</i>				
	<i>Society 2-84</i>				
	<i>4-84</i>				
	<i>Control Ledger 5/86 6/86</i>				
	<i>86</i>				

GRR002607

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1 1</i>	DATE SENT <i>1 1</i>
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FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>		DIVISION <i>CVR</i>		CHARGE TO					
PREPARED BY <i>Margene Leckling</i>		DATE <i>12/12/87</i>		LOCATION <i>1100 77</i>	G.L.	ACCT CODE <i>7640</i>	COST CENTER <i>135</i>	P.C.	OPT

DESTRUCTION DATE (MONTH & YEAR)

13 12-12-92

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15227</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>Paid vouchers & invoices</i> <i>July Dec 1986</i>		<i>ci - Cys</i>		

GRR002608

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

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

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>		DIVISION <i>C & R</i>		CHARGE TO					
PREPARED BY <i>Marlene Reckling</i>	DATE <i>12/29/87</i>	LOCATION <i>1100</i>	G.L. <i>77</i>	ACCT CODE <i>7640</i>	S <i>35</i>	COST CENTER	P.C.	OPT	
DESTRUCTION DATE (MONTH & YEAR) <i>19 12-29-92</i>									

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15228</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 paid invoices & vouchers July-Dec. 1986</i>			<i>71-7 photos</i>	

GRR002609

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. 9/86

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

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE	15229	DATE	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	Paid vouchers & invoices July-Dec 1986		Bar - Chicago		
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	
		/ /		/ /	

GRR002610

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

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

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER	RECEIVED BY	BIN NUMBER
DATE	15230	DATE	

FORM NUMBER	DESCRIPTION OF RECORDS	CONTENTS			
		ALPHABETIC-NUMERIC		DATES	
		FROM	TO	FROM	TO
	alp paid invoices & vouchers July-Dec. 1986				
		In - 2y.			
		GRR002611			
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED		DATE SENT	

FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>Accounts Payable</i>		DIVISION <i>U & R</i>	CHARGE TO					
PREPARED BY <i>Marlene Kiehlung</i>	DATE <i>11/19/87</i>	LOCATION <i>11/140</i>	G.L.	ACCT CODE <i>77</i>	COST CENTER <i>7640</i>	P.C.	OPT	
		DESTRUCTION DATE (MONTH & YEAR) <i>11/20/90</i>						

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15231</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>Home Depot vouchers & invoices 1986</i>				
DEPARTMENT MANAGER'S APPROVAL		DATE APPROVED <i>1/1</i>		DATE SENT <i>1/1</i>	

GRR002612

FILE TRANSFER RECORD AND INVENTORY
THE GLIDDEN COMPANY

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

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>Acc'ts Payable</i>		DIVISION		CHARGE TO					
PREPARED BY <i>Marlene Reckling</i>		DATE <i>11/19/87</i>		LOCATION	G.L.	ACCT CODE	COST CENTER	P.C.	OPT
				<i>114077</i>		<i>7640</i>	<i>135</i>		
								DESTRUCTION DATE (MONTH & YEAR) <i>11-19-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15232</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>Home Dept invoices, vouchers & back-up 1986</i>				

GRR002613

DEPARTMENT MANAGER'S APPROVAL	DATE APPROVED <i>1/1</i>	DATE SENT <i>1/1</i>
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FILE TRANSFER RECORD AND INVENTORY

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

THE GLIDDEN COMPANY

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

ORIGINATING DEPARTMENT <i>Accts Payable</i>	DIVISION <i>C & R</i>	CHARGE TO					
PREPARED BY <i>on Reckling</i>	DATE <i>12/30/87</i>	LOCATION <i>110077</i>	G.L.	ACCT CODE <i>7640</i>	COST CENTER <i>135</i>	P.C.	OPT
						DESTRUCTION DATE (MONTH & YEAR) <i>12-30-92</i>	

RECORDS PROCESSING DEPARTMENT		RECORDS CENTER	
RECEIVED BY	BOX NUMBER <i>15233</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>Federal Express paid invoices & vouchers.</i> <i>Jan - June 1986</i>				

GRR002614

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