



CERTIFICATE OF RECORDS DESTRUCTION

Agency/Division: _____ Address/Location: _____ _____	Allotment Code: _____ Cost/Index Code: _____ Send to: Public Records Commission c/o Records Management Division Tennessee Secretary of State 1000 ... Nashville, TN 37243
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RECORDS DISPOSED

RECORD SERIES TITLE AND DESCRIPTION	RELATED RDA NUMBER	DATE RANGE OF RECORDS DESTROYED		VOLUME
		FROM (MM/YY)	THRU (MM/YY)	

CERTIFICATION OF DESTRUCTION

ON _____ destruction of above records was made in accordance and authorized by the Tennessee Code Annotated Section 10-7-509 (a) and (b) by means of: PURGING SHREDDING RECYCLING OTHER (specify): _____

Signature
Title
Date