OHIO HISTORY CONNECTION

CERTIFICATE OF RECORDS DISPOSAL (RC-3) – Part 2

Police Dept		Mark Garratt		440-232-1035	Police Dept
Name of Political Subdivision	Unit	Contact Person		Telephone Number	Location
24800 Broadway	Oakwood Village	44146	Cuyahoga	Signature	

I hereby certify that the records listed on this RC-3 and attachments are being disposed of according to the time periods stated on the approved Schedules of Retention and Disposition (RC-2) or Application for One-Time Records Disposal (RC-1) listed below. No record will be knowingly disposed of which pertains to any pending case, claim, action or request. In addition, microfilm created in place of any original record listed on this RC-3 will be stored according to ANSI Standards and all microfilm master negatives will only be used to create

(1) Records Series Title	(2) Authorization for Disposal		(3) Media Type to be destroyed	(4) Media Type to be retained (if any)	(5) Inclusive Dates of Records		(6) Proposed date of destruction (15 business days from receipt by LGRP)	(7) For LGRP use
	Schedule Number	Date the RC-2 was approved by the Records Commission			From	To		
Long Forms & Crash Reports			Paper		1960 & 1961			
Long Forms & Crash Reports			Paper		1963 & 1964			
Long Forms & Crash Reports			Paper		1966 thru 1989			
Long Forms			Paper		1952			
Long Forms			Paper		1958			
Long Forms			Paper		1990 thru 2001			
Accident Reports			Paper		2011-2015			
Payroll			Paper		2012-2017			
Crash Reports			Paper		2016			