

DESTRUCTION ORDER

No. **3001**

- 1. Record Custodian
- 2. PRD-Numerical
- 3. PRD-Custodian

State of Vermont
 Agency of Administration
PUBLIC RECORDS DIVISION
 Montpelier, Vermont

Date October 11, 1974

To Custodian of Public Records

Your request dated October 4, 1974
 asking permission for continuing authority to destroy certain public records has been considered and these records carefully analyzed.

Lawrence Turgeon

It is hereby adjudged by the Public Records Director that the following records as listed below, will have no further value after the specific period of time. Continuing Authority to destroy the same is hereby granted, after the retention period indicated, and you are ordered to make record of this authority in accordance with Title 22 V.S.A. §454.

Office Court Administrator
 (All County Clerks)
 Address Montpelier

Item	Description	Retention Period
1.	Certificates of Election of Town Clerk and Copies of Official Oath	6 years
2.	Certificate of Appointment of Assistant Town Clerk and Copies of Official Oaths of Office	6 years after end of office tenure
3.	Recorded Deputations of Deputy Sheriffs & Oaths of Office	6 years
4.	Justice of Peace Oaths of Office	6 years
5.	Sheriff's Accounts of Receipts and Disbursements	6 years and after audit
6.	Miscellaneous Affidavits, not filed with records, includes: Affidavit for Capias Affidavit for Body Writ Respondent's or Defendant's Affidavit for continuance or postponement	10 years after final court action
7.	Miscellaneous Petitions, not filed with case records, includes: Petition for Assigned Counsel Petition for Continuance Petition of State's Attorneys for Expert Testimony	6 years after final court action
8.	Depositions, not filed with case records	6 years after final court action
9.	Jury Index Cards	4 years
10.	Jury Questionnaires	4 years

Fred E. Steele
 Public Records Director