

**RESOLUTION 19 -3\**

**WHEREAS**, is it necessary for department heads to get prior approve before destroying County property, records and documents,

**WHEREAS**, department heads must first apply to the State of Illinois first and properly receive approval of destroying certain records and documents; and

**BE IT RESOLVED**, that the Ford County Supervisor of Assessment's Office successfully sought approval from the State of Illinois on April 20 1993, July 7, 1999 and May 4, 2007 to properly destroy certain records and documents; and

**THEREFORE BE IT NOW RESOLVED**, that the Ford County Supervisor of Assesment's Office sought approval from the Ford County Finance Committee and the Ford County Board.

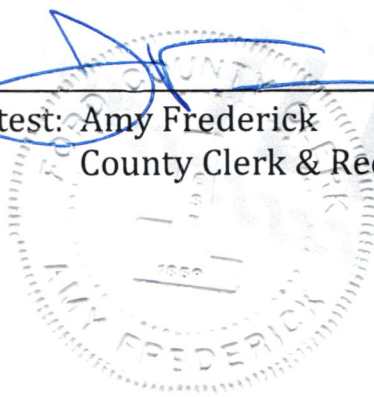
February 11, 2019



Robert Lindgren, Chairman of the Board



Attest: Amy Frederick  
County Clerk & Recorder



APPLICATION NO. 84:247  
AGENCY \_\_\_\_\_

RECEIVED

FEB 19 1993

ADDRESS: FORD COUNTY COURTHOUSE

Agency, Division

Street, P.O. Box

PAXTON, IL 60957

City, Zip Code

TELEPHONE: A.C. 217 / 379 / 4132

Directions:

1. Prepare two (2) copies.
2. Send original to Local Records Commission sixty (60) days prior to disposal date.
3. Retain second copy for your file.

on sixty. REG. COMM.

Disposition  
Approved

I hereby certify that— in compliance with authorization received from the  
Local Records Commission the records listed above will be disposed of  
on or after APRIL 20, 1993.

APRIL 20, 1993

Charles F. Werner

FEB. 18, 1993

Signature \_\_\_\_\_

Date \_\_\_\_\_

CHARLES F. WERNER SUPERVISOR OF ASSESSMENTS

Please print name and title on the line above

(Signature required only if records have been microfilmed.)

# RECORDS DISPOSAL CERTIFICATE

**RECEIVED**

JUL 07 1999

LOC. REL

COMM.

21.00

**TO:** Local Records Commission  
1st Floor East— State Archives Building  
Springfield, Illinois 62756  
(217) 782-7075

COUNTY: Ford

FROM: Supervisor of Assessments

Agency Division

Ford County Courthouse

ADDRESS:

Street, P.O. Box

Paxton, IL 60957

City, Zip Code

TELEPHONE: AC 217 , 379 , 4132

AGENCY

APPLICATION NO.

84:247

**Directions:**

1. Prepare two (2) copies.
2. Send original to Local Records Commission sixty (60) days prior to disposal date.
3. Retain second copy for your file.

CUBIC FEET TO BE DISPOSED	APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES
16	2	Assessment Books 1988 through 1995	1988 - <del>1995</del> <sup>Sept 1994</sup>
3	4	Notice of Assessments	1992 - 1997 ✓
2	17	Notice of Hearing before Board of Review	1992 - 1997 ✓

Disposition  
Approved

"I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the local Records Commission."

I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

Sept. 30, 1999

Charles F. Werner July 7, 1999  
Signature Date

Charles F. Werner Supervisor of Assmts.

Please print name and title on the line above

(Signature required only if records have been microfilmed.)

# RECORDS DISPOSAL CERTIFICATE

TO: Local Records Commission  
Illinois State Archives Building  
Springfield, Illinois 62756  
(217) 782-7075

RECEIVED

MAY 07 2007

LOC. REC. COMM.

APPLICATION # 84:247

COUNTY: Ford

FROM: Ford Co. Supervisor of Assessments

ADDRESS: 200 W. State, Rm 104

Paxton 60957

TELEPHONE: 217/379-4132

## Directions:

1. Fill in all blanks and columns
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

APPLICATION ITEM NO.	RECORD SERIES	INCLUSIVE DATES	CUBIC FEET TO BE DISPOSED
2	Assessor's Books	10/1994-2001✓	8 4-3-08
4	Assessment Notices	1998-2005✓	8 4-3-08
6	Abstracts of Taxes	1989-1996✓	1/2
9	Homestead Exemption Applications	1976-2005✓	3 9-9-08
10	Certificates of Exempt Property	1976-2005✓	2 9-9-08
14	Certificates of Error	1977-2004✓	2
15	Administrative Files	1970-2005✓	6 9-9-08
16	Newspaper Publications	1976-2005✓	2

Disposition  
Approved

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that in compliance with authorization received from the Local Records Commission the records listed above will be disposed of on or after

7-3-07

Candice D. Short 5-4-07  
Signature Date

Candice D. Short, Supervisor of Assessments

(Signature required only if records have been microfilmed or digitized)

Please print name and title on the line above

(31.5 ct)

SW

LR-4.11