

**RESOLUTION 21 - 29**


**WHEREAS**, is it necessary for Department Heads to get prior approve before destroying and or removal of County property, records and or documents; and

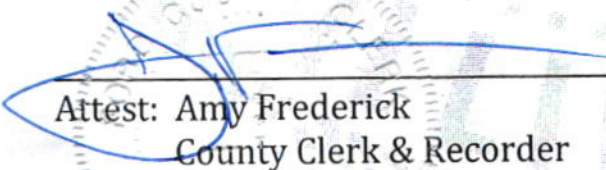
**WHEREAS**, Department Heads must first apply to the State of Illinois first and properly receive approval of destroying certain records and or documents; and

**BE IT RESOLVED**, that the Ford County Clerk & Recorder's Office successfully sought approval from the State of Illinois on January 6, 2021 to properly destroy certain records and or documents; and

**THEREFORE BE IT NOW RESOLVED**, that the Ford County Clerk & Recorder's Office sought approval from the Ford County Finance Committee and the Ford County Board to destroy certain records.

March 8, 2021

  
\_\_\_\_\_  
Debbie Smith  
Chairman of the Board

  
\_\_\_\_\_  
Attest: Amy Frederick  
County Clerk & Recorder

**RECORDS DISPOSAL CERTIFICATE**

APPLICATION #: 07:227

**FILED**

**RECEIVED**

COUNTY: Ford

FEB 04 2021

TO: Local Records Commission  
Margaret Cross Neirton Building  
Springfield, IL 62756  
217-782-7075

JAN 06 2021

FROM: County Clerk & Recorder

(Agency Division)  
ADDRESS: 200 W. State St., Rm. 101  
(Street, P.O. Box)  
Paxton, IL, 60957

COUNTY CLERK

**Directions:**

1. Fill in all blanks and columns.
2. Sign and send certificate to above address thirty (30) days prior to disposal date.
3. Retain records until approved copy is returned.

LOC. REC. COMM

CONTACT TELEPHONE: ( 217 ) 379-9400

CONTACT EMAIL: clerk@fordcounty.illinois.gov

*please use new form on future disposals.*

APPLICATION ITEM NO.	RECORD SERIES TITLE	INCLUSIVE DATES	VOLUME OF RECORDS (Cu. Ft. or MB/GB)
200	Absentee Voter Lists	2016, 2017 & 2019	6 ✓
201	Applications by Absentee Voters	2016, 2017 & 2019	6 ✓
202	Applications for Ballots	2016, 2017 & 2019	6 ✓
206	Clerk's Record of Ballots	2016, 2017 & 2019	6 ✓
210	Nominating Petitions, Statements of Candidacy & Loyalty Oaths	2016, 2017 & 2019	6 ✓
216	Poll Books & Tally Sheets	2016, 2017 & 2019	6 ✓
217	Pollwatcher Log Sheets	2016, 2017 & 2019	6 ✓
219	Voted Ballots	2016, 2017 & 2019	6 ✓

**DISPOSITION APPROVED**

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If any of the above records are microfilmed, I hereby certify that they have been reproduced in compliance with standards given in Sections 4000.50 and 4500.50 of the Regulations of the Local Records Commissions.

If the records are digitized, I certify that they have been reproduced in compliance with standards given in Sections 4000.70 / 4500.70 and will be maintained in compliance with standards given in Sections 4000.80 / 4500.80 of the Regulations of the Local Records Commissions.

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:

January 4, 2021

Date

Signature  
Amy Frederick - Ford County Clerk & Recorder

Print name and title on line above

Prepared by: Amy Frederick - Ford County Clerk & Recorder

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