

# STATE OF ARIZONA

Department of Library, Archives and Public Records  
 RECORDS MANAGEMENT DIVISION  
 1919 West Jefferson Street  
 Phoenix, Arizona 85009  
 Phone: (602) 542-3741 - FAX (602) 542-3890

PAGE 1 OF 1

State Agency Password: <b>AXN-RES</b>	Political Subdivision:	Agency Name: <b>Arizona State House of Representatives</b>
Org. Unit /Division: <b>Research Staff</b>	Office:	Phone: <b>542-3848</b>
Address: <b>1700 West Washington, House Wing</b>	City: <b>Phoenix</b>	State: <b>AZ</b> ZIP: <b>85007</b>
Submitted By (Name): <b>John Halikowski</b>	Title: <b>Research Director</b>	Signature: <b>X Signature on File</b>

Pursuant to A.R.S. § 41-1351, the following records retention periods are finite and absolute. They are *not* minimum retention periods or guidelines. Records may be kept beyond their designated retention periods only where required by law or regulation, or if they are involved in current or pending litigation.

No.	RECORDS SERIES	R.S. Code	RETENTION (YR.)			REMARKS (Include start point of retention.)
			Off.	R.C.	Total	
1.	<b><u>RESEARCH</u></b> <b>Research Files</b> (background research for pending House legislation)	159625	-	10	10	CONTACT: Elizabeth Hatch, 2-3602  After transfer to RMC. Transfer to State Archives for review before destruction.

Approved by: Director, Department of Library, Archives and Public Records	Approval Date: <p style="text-align: right; font-weight: bold; font-size: 1.2em;">NOV 15 2002</p>
--	--