

**RECORD RETENTION FORM**

<b>NAME/DATE OF RECORDS TO BE DISPOSED</b>	<b>MISSOURI RETENTION MANUAL CODE</b>	<b>RETENTION TIME OF DOCUMENT</b>	<b>DATE OF DESTRUCTION</b>	<b>DATE RECORD REVIEWED</b>
2005 - 2006 Business Licenses	GS050	2 years after expiration		12/1/08