

RECORD RETENTION POLICY

FOR _____ CREDIT UNION

The Board of Directors of this Credit Union recognizes the importance of adopting a formal record retention policy.

Our Credit Union adopts the records retention schedule attached to this resolution as its official schedule for the retention and destruction of records.

_____ is responsible for the management and ultimate destruction of records. All vital records shall be stored at: _____.

Approved by the Board as reflected in the minutes of our meeting this date.

Date

Secretary