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## 21st Century Community Learning Centers' Archiving Grant Close-Out Documents

The same of the sa	ARCHIVING GRANT CLOSE-OUT DOCUMENTS (Attachment A)							
21st CCLC Director/Contact Person  Authorized Representative	Telephone No	).	This form is for records that no longer need to be on the network and need to be maintained until the expiration of their retention period.  Submit a signed copy of this completed form to OPI's 21st CCLC Educational Representative.					
Document Type (See List below)		(e.	Document Location g. Administration's Office, 21st CCLC Office etc.)	Retention Period	Disposal Year	Retention Schedule		