ENGROSSED HOUSE
BILL NO. 2132

By: Settle of the House

and

Wilkerson of the Senate

An Act relating to counties and county officers; amending 19 O.S. 1991, Section 155.2, which relates to destruction of old records in office of county clerk; providing for destruction of certain old liens required to be filed in office of county clerk; and providing an effective date.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY 19 O.S. 1991, Section 155.2, is amended to read as follows:

Section 155.2 The county clerk in each county in Oklahoma is hereby authorized each year to destroy the following workbooks, reports and transient and subsidiary records that have been on file or stored in ~~his or her~~ the office the period of time specifically provided herein.

1. After the expiration of one (1) year:

   a. unused blank forms printed for fiscal year series, and

   b. blank forms obsolete by change of law;

2. After the expiration of five (5) years:

   a. financing statements, chattel mortgages or bills of sale, releases and renewals thereof of either on file,

after the same ceases to be effective under Section 9-403 of Title 12 of the Oklahoma Statutes,

b. all county claims, claim calendars,

c. chattel mortgage indexes,

d. appropriation ledgers, warrant ledgers, financial ledgers,

e. requisitions,

f. upon retirement, discharge, or termination of employment, loyalty oath of said employee or officer,

g. certificates of error,

h. copies of reports and remittances, deposits and receipts,

i. monthly reports to the State Auditor and Inspector and reports to other officers and warrant issues,

j. daily reports including daily report jacket and all contents therein,

k. physician liens, insurance agent's liens, hospital liens, thresher and combiners liens, mechanic and materialmans liens, oil and gas liens, vendor liens, banker liens, judgment liens, mining liens, district attorney liens, labor liens, personal property liens, and all other liens required to be filed in the office of the county clerk,

l. reports, checks, purchase orders and other bookkeeping records,

m. all tax protests, evidences, letters of orders of the board, letters of increased assessment, correspondence, reports, docket books, lists of parcels under protest, agendas, and

n. records pertaining to the Open Meetings Act and Open Records Act;

3. After the expiration of seven (7) years after the final settlement following appeal to district court, all tax protest records;

4. After the expiration of seven (7) years, balance sheets, deposit slips, tax records, W-2's and investment authorization slips for the retirement system; and

5. After the expiration of ten (10) years:

a. all tax rolls and tax roll adjustments, and

b. all special assessment rolls.

The State Library may be given any records that would otherwise be destroyed.

SECTION 2. This act shall become effective November 1, 1996.

Passed the House of Representatives the 27th day of February, 1996.

Speaker of the House of Representatives

Passed the Senate the ____ day of _____, 1996.

President of the Senate