

(2014)

## PART 137 RECORDS DESTRUCTION

## ADMINISTRATOR AFFIRMATION

I, [Name], Local Program Administrator for the [Local Program Name] certify that I have reviewed the files and other documents listed below/on the attached list by their case number. I also certify that the files and other documents listed below have reached the end of their retention period, and as such, I will destroy the files by/on [date].

Signed: .....

[Print name] .....

Date: .....

[illegible]