

	A	B	C	D	E
1	MUNICIPAL / COUNTY ORDINANCE CASES 8.04.6	Records in this column must be Kept PERMANENTLY in either paper, microfilmed or electronic format regardless of the destruction eligibility of other documents in the file.	IF DISPOSITION IS A DISMISSAL OF ALL CHARGES ...	IF DISPOSITION IS AN ACQUITTAL, CONVICTION, JUDGMENT OR SIS ... ALL OTHER DISPOSITIONS ...	SEARCH WARRANT WHEN NO CASE IS FILED
2	Municipal Stealing, Driving While Intoxicated, Blood Alcohol Content 8.04.6(2)	Index records, Docket sheet, Judgment Record and Judgment Index	1. Six (6) months after the case is dismissed all records except the docket or backer sheet, charging document, amendments to the charging document and final disposition are eligible for destruction. 2. Three (3) years after dismissal, all remaining records are eligible for destruction.	1. Any record listed in 8.03(A) is eligible for destruction three (3) years after final disposition. 2. Twelve (12) years after final disposition, all remaining records except the charging document, amendments to the charging document, waiver of counsel and final disposition are eligible for destruction. 3. Fifty (50) years after final disposition, all remaining records are eligible for destruction.	
3	Other serious ordinance offenses as described in 8.04.6(3)	Index Records	1. Six (6) months after the case is dismissed all records except the docket or backer sheet, charging document, amendments to the charging document and final disposition are eligible for destruction. 2. Three (3) years after dismissal, all remaining records are eligible for destruction.	1. Any record listed in 8.03(A) is eligible for destruction three (3) years after final disposition. 2. Twelve (12) years after final disposition, all remaining records, incl. the docket or backer sheet are eligible for destruction.	
4	All other ordinance cases and parking tickets 8.04.6(4)	Index Records	1. Six (6) months after the case is dismissed all records except the docket or backer sheet, charging document, amendments to the charging document and final disposition are eligible for destruction. 2. Three (3) years after dismissal, all remaining records are eligible for destruction.	1. Any record listed in 8.03(A) is eligible for destruction three (3) years after final disposition. 2. Three (3) years after final disposition, all remaining records, incl. the docket or backer sheet are eligible for destruction.	Ten (10) years after the date of filing, a search warrant is eligible for destruction.