## E-FILING AUTHORITY RETENTION SCHEDULE

| RECORD(S) | DESCRIPTION | RETENTION |
|---|---|---|
| Electronic Status Notifications | Html files created to retain the information from the Electronic Status Notifications, which informs the filer of the following actions: <br> 1) filing received; <br> 2) filing moved to queue; <br> 3) corrected filing received; <br> 4) processing completed; <br> 5) filing filed for judicial review; <br> 6) filing received – Court; and <br> 7) filing removed from pending queue. | Three (3) years |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |