



**University of Toronto Archives
Records Schedule**

028 Schedule No.

029 Replacement Schedule No.

LOCATION

002 Office Name

003 Address/Phone:

DESCRIPTION

004 Title of Records Series

005 Purpose

006 Contents

007 Date Range

008 Original/Duplicate

009 Status

PHYSICAL DESCRIPTION

010 Type

011 Format

012 Size

013 Volume

014 Estimated Annual Accumulation

FILING

015 Filing

016 Index

017 File Breaks

RETENTION

024 Retention Requirements

025 Final Disposition

RESTRICTIONS

026 Access Restrictions

023 Class

021 Legislation

APPROVALS

University Archivist

Head of Office

Presidential Advisory Committee
on Archives and Records Management

Date

Date

Date