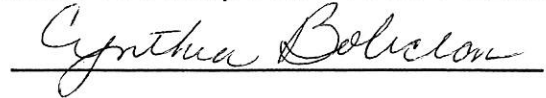


Wales Township Policy No.19

Adopted by the Majority Vote of the
Wales Township Board on 10-3-2017.



Wales Township Clerk

Electronic Storage of Documents

In order to reduce labor, time and increase efficiency, the following policy is enacted.

All township records will be scanned into the Electronic Parcel storage in the backed up server database. Per MTA, all old documents will be destroyed.