



TOWN OF NAGS HEAD

**RESOLUTION ADOPTING THE MUNICIPAL RECORDS
RETENTION AND DISPOSITION SCHEDULE**

BE IT RESOLVED by the Town of Nags Head Board of Commissioners does hereby adopt the North Carolina Municipal Records Retention and Disposition Schedule, as updated by the North Carolina Department of Cultural Resources in accordance with the provision of Chapters 121 and 132 of the General Statutes of North Carolina, dated September 10, 2012, a copy of which is on file in the Office of the Town Clerk.

BE IT FURTHER RESOLVED this schedule is to remain in effect from the date of approval until it is reviewed and updated.

Approved this 3rd day of July 2013.

A handwritten signature in black ink, appearing to read "R. Oakes, Jr.", is written over a horizontal line.

Robert O. Oakes, Jr., Mayor
Town of Nags Head

ATTEST:

A handwritten signature in black ink, appearing to read "Carolyn F. Morris", is written over a horizontal line.

Carolyn F. Morris, Town Clerk

