



Recommended Local Retention Schedules

Government or Office	Sched CC	Sched DC	Sched EL	Sched GR	Sched HR	Sched JC	Sched LC	Sched PS	Sched PW	Sched SD	Sched TX	Sched UT
County	X	X	X	X	X		X	X	X		X	X
County Judge			X	X								
District Court Judge		X		X			X					
County Commissioner				X								
County Clerk	X		X	X								
District Clerk		X		X								
Tax Assessor-Collector			X	X							X	
County Treasurer				X								
County Attorney				X				X				
District Attorney				X				X				
County/District Clerk	X	X	X	X								
Justice of the Peace				X			X					
Sheriff				X				X				
Constable				X				X				
County Surveyor	X			X								
Municipality			X	X	X		X	X	X		X	X
Appraisal District				X							X	
Public School District			X	X						X	X	
Junior College District			X	X		X					X	
Educational Service Center				X						X		
Educational Cooperative				X						X		
Charter School			X	X						X	X	
Hospital District/Authority				X	X						X	
Emergency Service District				X				X				
Council of Government				X								
Transit Authority				X					X			
Airport Authority				X					X			
Library District			X	X					X		X	
Water District				X					X		X	X
Soil and Water Conservation District				X					X			X
River Authority				X					X			X
Port Authority				X					X			X
Municipal Utility District			X	X					X		X	X