



Changes to Local Schedule EL Effective September 3, 2014

Note: The use of an asterisk (*) in the third edition of Local Schedule EL indicates that the record is either new to this edition, the retention period for the record has been changed, or amendments have been made to the description of or remarks concerning the record. An asterisk is not used to indicate minor amendments to grammar or punctuation. Only the changes to those records series with an asterisk have been included in the list below.

Record Number	Records Series Title	Description of Change
PART 1: ELECTION RECORDS		
EL3100-01a	Early, Absentee and Restricted Ballot Voting Records - <i>several items</i>	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-01b	Early, Absentee and Restricted Ballot Voting Records – precinct absentee list	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-03b	Election Minutes, Notices, and Orders – notices	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-03c(1)	Election Minutes, Notices, and Orders – orders and proclamations – ordering an election	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-04a(1)	Election Officer Records – orders of appointment – single election appointments	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-04c(2)	Election Officer Records – statements of compensation – copies	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."
EL3100-06a	Election Return Records – county election returns	Retention period changed to "Follow retention periods for Precinct Election Records [EL3100-10a]."

EL3100-10a(1)	Precinct Election Records – “All of the following...”	Retention period changed to “Election day + 22 months.”
EL3100-10a(b)	Precinct Election Records – “All of the following...”	Retention period changed to “Election day + 6 months.”
EL3100-10c	Precinct Election Records – Poll lists	Retention period changed to “Follow retention periods for Precinct Election Records [EL3100-10a].”
EL3100-10d	Precinct Election Records – Mechanical machine ballot labels	Retention period changed to “AV.”
EL3100-10e	Precinct Election Records – write-in candidates	Retention period changed to “Follow retention periods for Precinct Election Records [EL3100-10a].”
EL3100-11a	Recount Records – recount reports	Retention period changed to “Follow retention periods for Precinct Election Records [EL3100-10a].”
EL3100-11b	Recount Records – relating to request for and conduct of a recount	In retention periods for (1) and (2), “Election day + 22 months” changed to “Follow retention periods for Precinct Election Records [EL3100-10a]”
EL3100-12	Election Correspondence	Record series removed. Follow retention periods for correspondence in Local Schedule GR (GR100-26).
EL3100-13	Voting System Reports	Record series removed. Follow retention periods for Reports to State Agencies (GR1000-41a)

PART 2: RECORDS OF CANDIDACY AND CAMPAIGN FINANCE

EL3125-04	Financial Disclosure Statements of Local Government Officers	Edited record remarks to include subsections of Local Government Code. Changed retention period to include "as applicable" as stated in Local Government Code.
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PART 3: VOTER REGISTRATION RECORDS

EL3150-06d	Voter Registration Lists and Related Documentation – Envelope No. 4 lists	Retention period changed to “Follow retention periods for Precinct Election Records [EL3100-10a].”
EL3150-06e	Voter Registration Lists and Related Documentation – Registration omissions lists	Retention period changed to “Follow retention periods for Precinct Election Records [EL3100-10a].”
EL3150-10	Suspense List	New record series.
EL3150-11	Chapter 19 Fund Records	New record series.