



Brenda Hinton
County Registrar

To: Joann Leykam, Director of Administration
From: Ruth Miller, Acting County Registrar
Date: October 18, 2019
Re: Request for Record Destruction for the Family Arena

The Family Arena is seeking permission from the St. Charles County Council to destroy the following records that has met their required retention per the Missouri Secretary of State's Local Records Board.

- See attached List

If you have any further questions, please contact Sandy Femmer or Bob Schnur, Finance Director.

Thank You,

A handwritten signature in black ink that reads "Ruth Miller". The signature is written in a cursive style.

Ruth Miller

Description	Dept
2007 - 2015 Signed Credit Cards	Box Office
2007 Blue October - Oct. 9 (Returned LU STU)	Box Office
2007 Circus to Save Lives - Nov. 15-18 (Returned Consignment & GA)	Box Office
2007 Fred Hammond - Apr. 22 (Returned Consignment)	Box Office
2007 G.I.'s vs The Joe's - Apr. 20 (Returned Consignment)	Box Office
2007 Moolah Shrine Circus - Apr. 26-29 (Upgrades and 3 for 2 Coupons)	Box Office
2008 G.I.'s vs Joe's - Feb. 22 (Returned Consignment)	Box Office
2008 iFEST - Aug. 16 (Returned Consignment)	Box Office
2008 Mobil on the Run Fight Night - Nov. 7 (Returned Consignment)	Box Office
2008 Moolah Shrine Circus - May 1-4 (Upgrades)	Box Office
2008 Tony LaRussa's Stars to the Rescue - Jan. 20 (Returned Consignment)	Box Office
2008 World Combat League - Mar. 28 (Returned Consignment)	Box Office
2008 X-Treme International Ice Racing - Jan. 26 (Returned Consignment)	Box Office
2009 Disney on Ice 100 Years of Magic - Sep. 3 (Voucher Returns)	Box Office
2009 Greater STL Motorcycle XiiR - Jan. 24 (Returned Consignment)	Box Office
2009 The X Fights Extreme 2 - Apr. 17 (Returned Consignment)	Box Office
2010 Moolah Shrine Circus - Mar. 18-21 (GA Returns & Upgrades)	Box Office
2011 The Cage of Flames MMA - Apr. 30 (Returned Consignment)	Box Office
2011 Tunnel to Towers - May 27 (Returned Consignment)	Box Office
2012 Moolah Shrine Circus - Mar. 29-Apr. 1 (Upgrades)	Box Office
2013 Missouri Monsters - May 24 (Returned)	Box Office
2013 Temerarios, Los Yonic, Desperados - Sep. 1 (Returned Consignment)	Box Office
2014 Summer Slam New Edition - Jul. 24 (Returned Comp)	Box Office
2015 Gladiator MMA - Nov. 21 (Returned Consignment)	Box Office
2016 Motorcycles on Ice - Jan. 9 (Returned Consignment)	Box Office
Dec. 2006-June 2006 Box Office Maps, Box Office Settlements, Will Call	Box Office
Dec. 2008-Jan. 2010 Box Office Maps, Box Office Settlements, Will Call	Box Office
Feb. 2010-Dec. 2010 Box Office Maps, Box Office Settlements, Will Call	Box Office
June 2007-March 2008 Box Office Maps, Box Office Settlements, Will Call	Box Office
March 2008-Dec. 2008 Box Office Maps, Box Office Settlements, Will Call	Box Office
2010 - 2015 Cash Deposit Summary	Concessions
2010 - 2015 Category Sales and Per cap report	Concessions
2010 - 2015 Combined goods out of stock report	Concessions
2010 - 2015 Commission report for NPO Groups	Concessions
2010 - 2015 Event closing report/Labor recap commission report	Concessions
2010 - 2015 Hours worked by employee	Concessions
2010 - 2015 POS sales to goods out of stock report/Inventory for stand	Concessions
2010 - 2015 RMC Report for each stand that was open	Concessions
2004 Events	Event
2007 RAGE	Event
2000-2004 Old Finance Records (Marlene Barlow)	Finance
2001 - 2005 Tourism Tax	Finance
2001 Month End Financials	Finance
2002 - 2006 Liquor License	Finance
2002 AP, Deposits, Credit Cards	Finance
2002 Month End Financials	Finance
2003 Month End Financials	Finance
2004 Month End Financials	Finance
2005 - 2006 Budget	Finance
2005 Manual Checks	Finance
2005 Month End Financials	Finance
2006 - 2012 Check Stubs	Finance
2006 Month End Financials	Finance
2007 Month End Financials	Finance
2008 Month End Financials	Finance
2009 Month End Financials	Finance
2010 - 2014 Deposit Receipt Tickets	Finance
2010 Month End Financials	Finance
2011 Month End Financials	Finance
2012 - 2014 AP & Donations	Finance
2012 Accounts Payable	Finance
2012 Month End Financials	Finance
2013 AP	Finance
2014 AP	Finance
2015 AP	Finance
Jan. 13 -April 13 Month End Financials	Finance
May 2013- Dec. 2013 Month End Financials	Finance
2013 - 2014 Visitors Logs	Guest Services