

JUDICIARY - STATE OF NEW JERSEY RECORDS RETENTION SCHEDULE		SCHEDULE: TRUST AND SPECIAL FUNDS	
DIRECTIVE #3-01		DATE: March 16, 2001	
This retention schedule has been adopted in accordance with Rule 1:32-2 of the Rules Governing the Courts of the State of New Jersey and N.J.S.A. 2B of the New Jersey Statutes Annotated.			
SERIES NO	RECORD TITLE AND DESCRIPTION	RETENTION PERIOD	DISPOSITION
38-01-00	Title IV-D Child Support & Paternity Program File Supporting accounting documents and reports for monitoring of federal program expenditures.		
38-01-01	Title IV-D Monthly and Supplemental Cost Allocation Reports	4 years, provided all audit findings are resolved	Destroy
38-01-02	Title IV-D Desk Audit Letters issued by the Administrative Office of the Courts	4 years	Destroy
38-01-03	Title IV-D Account Reconciliations between Cost Allocation Reports and NJCFS accounting system	4 years	Destroy
38-01-04	Title IV-D Consolidated Quarterly Reports submitted to the Department of Human Services	6 years	Microfilm

HISTORICAL NOTE:

This schedule is a compilation of items from the following schedule(s):
 ? Management Services - Trust and Special Funds (Rev. 5/27/87)