

State of Nevada GCB: Investigations Division

Version Date: 9/10/2014

1988042 Agent's Work papers

Reviewed: 09/10/2014

Description: This record series documents the investigations assigned to individual agents. The files contain information on individual personal history, partnerships, corporations, financial operations, and supporting documentation. The file may contain, but is not limited to: personal history documents, notes, financial statements, accountant spreadsheets, loan documents, correspondence, job related documents, and similar items.

Retention: Retain these records for a period of ten (10) calendar years from the completion of the investigation.

Disposition: Destroy Securely

1992437 Key Employee Files

Reviewed: 08/26/2014

Description: These are lists of 'key' administrative, supervisory and security personnel working for a casino. The files may consist of, but are not limited to: Regulation 3.100 Employee Reports with associated computer print-outs.

Retention: Retain these records for a period of five (5) fiscal years from the fiscal year to which they pertain.

Disposition: Destroy Securely