

State of Nevada Approved Records Retention and Disposition Schedule

B&I: Consumer Affairs Division

Schedule ID # 190104

Version Date: 1/16/2019

This version supersedes all previous versions.

2005088 Consumer Complaint Files

Description: This record series is used to investigate consumer complaints concerning the "Deceptive Trade Practices Act" and other laws under the administration of the agency (See NRS 597.480 et seq., NRS Chapter 598, NRS Chapter 598C and NRS Chapter 599B). The files may contain: (A) investigation reports, administrative determinations, subpoenas and related correspondence and; (B) letter of complaint, supportive documentation, and related correspondence [note this section contains personal identifying information].

Retention: Retain this record series for a period of three (3) fiscal years from the date of the last action in the file.

Disposition: Destroy Securely