

RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM

**TEMPORARY RECORDS LIST**

**Records Format**: Hard Copy **X** Electronic \_\_\_\_\_ Other Media: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose**: Records for Storage **X** Records for Destruction \_\_\_\_\_

**DEPARTMENT**: **MERC** **PROGRAM**: **Oregon Convention Center (OCC)** **PREPARED BY**: **Becky Shoemaker**

**RECORD SERIES TITLE**: **Metro Archives and Special Collections Records**

**RECORD SERIES NO**: **05.02.04**

**MINIMUM RETENTION**: **Permanent**

**DATE RANGE/FROM**: **01/02/1990**

**DATE RANGE/TO**: **12/27/1990**

**METRO BOX NO**: **MERC00194**

**ACCESS, INC. BOX NO**: **OREG372336**

**BOX TITLE**: **Metro: Oregon Convention Center Project Special Collection** [*Note: This box needs to be processed for permanent retention/digitization/ entry into CM and incorporated into the larger Oregon Convention Center Project Special Collection*]

Complete the following section or attach an existing electronic list:

|  |  |  |
| --- | --- | --- |
| **Folder No.** | Description: | Date Range From/To: |
| 1 | Oregon Convention Center Project - Correspondence  Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 01/02/1990 to 09/23/1990 |
| **Folder No.** | Description: | Date Range From/To: |
| 2 | Oregon Convention Center Project - Correspondence  Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 10/01/1990 to 12/27/1990 |
| 3 | Oregon Convention Center Project – OVERSIZED RECORD – Oregon Convention Center Project Timeline (Turner Construction Company, August 17, 1987) | 08/17/1987 |