

**Virtual Workshop for Local Government Records:  
Maintaining a Healthy Records Program**

**Registration Form**  
*(Please type or print)*

| <b>Workshop Dates &amp; Sessions</b> | <b>Monday<br/>Oct. 18, 2021<br/>10:00 am<br/>Basics of Records Mgt.</b> | <b>Wednesday<br/>Oct. 20, 2021<br/>10:00 am<br/>Records Storage</b> | <b>Friday<br/>Oct. 22, 2021<br/>10:00 am<br/>Electronic Records</b> |
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**Register by:** **Monday, October 11, 2021**

**Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**Agency** \_\_\_\_\_

**Address** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_ **MS**

**Phone** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Cost: FREE**

We will send you a link to each Zoom meeting one (1) day before that session. You can attend one, two, or all three sessions with one registration.

Return completed form to  
**Local Government Records Office**

By Mail: P. O. Box 571  
Jackson, MS 39205-0571

By Fax: 601-576-6899  
By Email: [locgov@mdah.ms.gov](mailto:locgov@mdah.ms.gov)

For more information, contact:

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