

Vital Records

SCHEDULE NUMBER	SERIES TITLE	DESCRIPTION	DISPOSITION INSTRUCTIONS	DATE APPROVED
G238	Death Records & Index	This series includes the records of human deaths in the state.	Hold seventy-five (75) years, then transfer a copy to Archives.	4/17/2025
G239	Marriage & Divorce Records	This series includes the marriage and divorce records of the state.	Hold one-hundred (100) years, then transfer a copy to Archives.	4/17/2025
G240	Birth Records	This series includes records of live human births in the state.	Hold one-hundred twenty-five (125) years, then transfer a copy to Archives.	4/17/2025