**24:52:11:04.  Destruction of local government records -- Archivist must be notified.** Governing bodies or agencies of any county, city, town, township, district, authority, public corporation, or political subdivision planning to destroy local records, as defined in subdivision (1) of SDCL 1-27-9, shall notify the archivist 30 days before the date of the proposed destruction. Notification shall include the name or title of the records, inclusive dates, information content of the records, and quantity. If the archivist believes the records should be preserved, the archivist shall arrange for transfer of the records to the archives or to a suitable public records storage facility. Transfer of the records may be made at the expense of the state archivist. This section applies only to the following types of records: records more than 50 years old; records required by the Records Destruction Board to be kept 50 years or longer; annual reports; maps; minutes; and photographs.

**Source:** 3 SDR 15, effective September 6, 1976; 11 SDR 96, 11 SDR 112, effective July 1, 1985; 18 SDR 126, effective February 3, 1992; transferred from § 24:51:01:04, effective January 23, 1994; 26 SDR 168, effective June 25, 2000.

**General Authority:** SDCL 1-18C-12.

**Law Implemented:** SDCL 1-18C-5, 1-18C-7.

**Cross-References:** Public records and files, SDCL 1-18C-1(2), 1-27-18, 7-26-3.