

Box Label for Transferring Boxes/Records to **ISU Record Center**

<b>Box ID:</b> _____	Records Management
College/Division: _____	Use only
<b>Dept:</b> _____	<b>Access Restricted</b>
<b>Series:</b> _____	<b>Y / N</b>
<b>Description:</b>	<b>Authorized User:</b>
_____ _____ _____	