



RECORDS TRAINING

FOR ANY COUNTY/LOCAL OFFICE!

A training on records & information management, destroying and transferring records, permanent & critical records, electronic records, digitization projects, & learning about the County Commission of Public Records. Other benefits include a Q&A session & 1:1 discussions.



02.26.2026

⌚ 10:00 a.m. - 12:00 p.m.

📍 **Parke County Co-op Extension**
1472 North U.S. 41
Rockville, IN 47872



by Monday, February 23!
Limited space available

Who Should Attend:

- Elected Offices
- Public Libraries
- Local Health Depts.
- Cities & Towns
- Planning & Zoning Depts.
- Township Trustees
- K-12 Public Schools
- Public Safety Agencies



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