

SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE

RECORDS MANAGEMENT
BOX LABEL

BOX NUMBER _____

DEPARTMENT _____

TYPE OF RECORD _____

SEQUENCE _____ TO _____

PERIOD COVERED _____ TO _____

Date Rec'd	Data Prep Date	Filmed/ Scanned Date	Indexed/ Linked Date	Film Proofed Date	Jacket Loaded Date	Refilms/ Rescans Date	Splice/ Relinked Date

SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE

RECORDS MANAGEMENT
BOX LABEL

BOX NUMBER _____

DEPARTMENT _____

TYPE OF RECORD _____

SEQUENCE _____ TO _____

PERIOD COVERED _____ TO _____

Date Rec'd	Data Prep Date	Filmed/ Scanned Date	Indexed/ Linked Date	Film Proofed Date	Jacket Loaded Date	Refilms/ Rescans Date	Splice/ Relinked Date