

BISHOP'S UNIVERSITY ARCHIVES

RECORDS TRANSMITTAL AND INVENTORY SHEET

Transmitting Office	Archives Office Use Only
Office: _____	RG / MG: _____
Name: _____	Accession #: _____
Date: _____	Extent: _____

INVENTORY OF RECORDS

Box #	File #	Document or File Folder Title	Dates / Years

Restrictions on use of records: (if no restrictions, write "none")