

**AUM Library
Archives & Special Collections**

Records Transmittal Form

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Archives & Special Collections
802 Library Tower

Contact:
Ph: ext. 3213
Email: smcneill@aum.edu

Department or Office: _____ Date: _____

Building & Room No.: _____ Phone: _____

Contact Person: _____ E-mail: _____

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Print and attach additional pages as needed. Send a copy of this form along with transferred records.

Received By:

Samantha McNeilly, Senior Library Associate

Date