2017030  Denied, Withdrawn, or Incomplete Applications

Description: This record series documents the denied, withdrawn, or incomplete applications for boxers, mixed martial artists, kick boxers, all officials, corner men seconds, ring announcers, matchmakers, ring physicians, etc. and promoters, and are used by the commission to authorize, document and regulate the issuance of licenses to these individuals. The files may contain, but are not limited to: application and related documentation; copies of contracts between contestants and managers, denial letters and; related correspondence.

Minimum Retention: Retain for one (1) calendar year from the date the application was submitted, denied or final decision of the Commission.

Disposition: Destroy Securely

2017031  Licensee (including Unarmed Combatants): Famous/Celebrated/Historically Significant

Description: These records document and regulate issuance of licenses to Famous/Celebrated/ Historically Significant licensees. Licensee files are considered Famous/Celebrated/ Historically Significant if: the licensee attained contemporary public notoriety or celebrity status; the licensee received significant media coverage; the licensee was generally viewed by the community as important or significant, or the licensee was the subject of a well-known book or feature film. The file may contain, but is not limited to: application and related documentation, financial statements, fingerprint cards; articles of incorporation, surety bonds, master medical insurance policy, licensee application, contracts between contestants and managers, and; related correspondence.

Minimum Retention: Retain for ten (10) calendar years from the expiration of the last license.

Disposition: Permanent: Transfer to State Archives

1989119  Licensee Files

Description: These records apply to all officials, seconds, managers, ring announcers, matchmakers, ring physicians, etc., and are used by the commission to authorize, document and regulate the issuance of licenses to these individuals. The files may contain but are not limited to: license application and related documentation; copies of contracts between contestants and managers and; related correspondence.

Minimum Retention: Retain for ten (10) calendar years from the expiration of the license.

Disposition: Destroy Securely

1989118  Promoter Licensee Files

Description: These records document each promoter of an athletic event under the jurisdiction of the Athletic Commission. This is used to verify his acceptability as a promoter. The file may contain, but is not limited to: license application and related documentation; financial statements; fingerprint cards; articles of incorporation; surety bonds; copy of master medical insurance policy and; related correspondence.

Minimum Retention: Retain these records for a period of ten (10) calendar years from the end of the promotion.

Disposition: Permanent: Transfer to State Archives

1989117  Show Files

Description: These records are created for each athletic event in the state that falls under the jurisdiction of the Athletic Commission. The record may include, but is not limited to: Club Reports; Master score sheets; Physician's report and related documentation; Official's and Boxer's pay sheets; Contracts (including media); Insurance records; Press releases and passes and; Related correspondence.

Minimum Retention: Retain these records for a period of six (6) calendar years from the end of the event.

Disposition: Permanent: Transfer to State Archives
**Unarmed Combatants Licensee Files**

**Description:** These records apply to boxers, mixed martial artists, kick boxers, etc., and are used by the commission to authorize, document and regulate the issuance of licenses to these individuals. The files may contain, but are not limited to: license application and related documentation; medical records, copies of contracts between contestants and managers and; related correspondence.

**Minimum Retention:** Retain for fifteen (15) calendar years from the expiration of the last license.

**Disposition:** Destroy Securely