

Weed (GovDoc Serial)	
Title:	Date:
OCLC number:	Innopac bib record number:
SuDoc number:	
(ref) Electronic PURL _____	
Electronic bib record number: _____	
(ref) Current print holdings: _____	
Current microfilm holdings: _____	
(slg) Retention decision: _____	
If discarding: Recycle ____ Offer ____	
(slg) GPO Item List: Keep on list _____ Remove from list _____	(slg) Marcive Profile: Keep on profile _____ Remove from profile _____
Retained issues:	Discarded issues:
(sks) Check-in record: Holdings statement: _____	(sks) This gov doc is ____ is not ____ a CBB Bates permanent retention title.
	(sks) Delete item records.
Notes:	(sks) If all discarded, delete OCLC holdings, delete bib.
	(sa) Pull items from shelf.
	(sa) For Uncataloged items, remove from shelflist.
	(sa) For Uncataloged items, count items. Item count: _____
	(sa) Stamp withdrawn.
	(sa) If Recycle, take to shipping room.
	(sa) If Offer, take to Sandi.
(sks) Check record in public display; file workflow sheet.	