

Agency ID: C0620500

**Section 257.36(5), Florida Statutes:** "For the purposes of this section, the term 'agency' shall mean any state, county, district, or municipal officer, department, division, bureau, board, commission, or other separate unit of government created or established by law. It is the duty of each agency to: (a) Cooperate with the division in complying with the provisions of this chapter and designate a records management liaison officer. (b) Establish and maintain an active and continuing program for the economical and efficient management of records."

Please complete and return this compliance statement by **December 31, 2024** (submit **one copy only**, please) to:

OR

**recmgt@dos.myflorida.com**