



## *PROCEDURE*

Title: <b>DMI Motor Vehicle Record Maintenance Procedure</b>	Original Adoption: 1 August 2018
Approved by DMI BOD:	Revised/Reviewed:

Individual state Motor Vehicle Records obtained by DMI on behalf of the Wisconsin Technical Colleges will be maintained for the current year and previous year, in electronic format. Records will be stored in one location. On the first work day of a new year, the oldest motor vehicle records on file will be permanently deleted.