



COLUMBIA COUNTY INACTIVE RECORDS CENTER

Holly Tanner * Columbia County Clerk * 560 Warren St, Hudson NY, 12534
Telephone: 518-828-3330 * Fax: 518-828-5299

I, _____ hereby give permission to the Town of Copake to store confidential documents received from me in a secured location until the actual time of destruction. I also authorize the above named office to have these records shredded on my behalf.

Signature: _____

Date: _____

Name of Town/Village : _____

Signature of Town Official: _____

Disclaimer

- ❖ We will not be liable for the destruction of any documents that were given to us for shredding in error.
- ❖ We will not be liable in the event of one's identity being stolen
- ❖ We will not be liable for the unauthorized reconstruction of any shredded documents by third parties.

In consideration for the aforementioned shredding services, the undersigned agrees to release the County of Columbia (the "County") and the Town of Austerlitz (the "Town"), and the officers, agents, and employees of said County and Town, from any and all liability of any kind arising from the performance of said shredding services and releases and discharges the County and the Town from all causes of actions, actions, debts, sums of money, accounts, bonds, bills, covenants, contracts, controversies, promises, agreements, trespasses, variances, judgments, damages, executions, claims, demands whatsoever, in law, equity that may arise out of the performance of said shredding services.
