



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration  
DIVISION OF TAXATION  
One Capitol Hill  
Providence, RI 02908-5800

FAX (401) 277-6006

November 21, 1995

TO WHOM IT MAY CONCERN:

Re: A.G.B. TOWING INC.

It appears from our records that the abovenamed corporation has filed all of the required Business Corporation Tax Returns due to be filed and paid all taxes indicated thereon and is in good standing with this Division as of this date regarding any liability under the Rhode Island Business Corporation Tax Law.

This letter is issued pursuant to the request of the abovenamed corporation for the purpose of:

**REINSTATING REVOKED CORPORATE CHARTER**

Very truly yours,

R. Gary Clark  
Tax Administrator

Ernest A. DeAngelis  
Chief Revenue Agent  
Corporations

**FILED**

DEC 28 1995

By KCP#30453195

The first section of the document discusses the importance of maintaining accurate records. It states that all transactions must be properly documented and filed in chronological order. This ensures that the information is readily available for review and audit.

Furthermore, it is noted that the records should be kept in a secure location to prevent loss or damage. Regular backups are recommended to protect against data corruption or theft.

The second section details the procedures for handling sensitive information. It emphasizes the need for strict confidentiality and the use of secure communication channels. Access to this information should be limited to authorized personnel only.

Additionally, the document outlines the steps for reporting any potential security breaches or data leaks. Prompt action is required to minimize the impact of such incidents.

The third section covers the requirements for data retention and disposal. It specifies the minimum period for which records must be kept before they can be safely destroyed.

**DATA RETENTION AND DISPOSAL**

Records should be retained for a minimum of seven years from the date of creation. This period may vary depending on the nature of the data and applicable regulations.

Upon reaching the end of the retention period, data should be securely disposed of. This involves the use of approved methods to ensure that the information is completely and irreversibly destroyed.

The final section provides a summary of the key points and reiterates the commitment to data integrity and security.