4-06/070.00 - Correspondence

CLASSIFICATION Crime or Incident	FORM NUMBER FILE NUMBER PRIORITY	ASSIGNMENT AND ACTION	ADDITIONAL INFORMATION AND STATISTICAL CODES
4-06/070.00 CORRESPONDENCE			If a record is desired of outgoing correspondence from the Department, an URN will be assigned if there is not a file number for reference. Examples of use are: • Letters of clearance, • Immigration and passport, • Disposition desk correspondence, • Transmission of legal papers to county counsel's office. Priority 44 and retention, as applicable. Code 440 - Other - noncriminal.