

## Golden, Stéphanie: CIPO-OPIC

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**From:** Mail-Courriel/ICGC/CA@STRATDOC@ICGC on behalf of JOANNE GRISON@ICGC  
**Sent:** Tuesday, October 19, 2010 23:38  
**To:** Golden, Stéphanie: CIPO-OPIC  
**Subject:** EPIC - unactive files

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Referring URL: <http://www.cipo.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/wr02820.html>

**From** JOANNE GRISON;  
**Email** Joanne@grisonip.com;  
**Subject** unactive files;

**Message** You cannot destroy all the files without checking and scanning all the title documents affected in those inactive files.  
**Ex:** Assignments, Security Agreement, Court documents.... ect..... From my experience, when I conduct a due diligence search, I have to refer to some inactive files. Before destroying any inactive files make sure you have scanned all the files to a secure imaging system.;

--- Attachments (n004) ---