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## How should I dispose of carbon copy merchant sales drafts?

Carbon copy merchant sales drafts are to be cross shredded when no longer needed.

### Category:

- [Treasury Operations FAQ](#) [1]

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**Source URL:** <https://finance.uoguelph.ca/faq/how-should-i-dispose-carbon-copy-merchant-sales-drafts>

### Links

[1] <https://finance.uoguelph.ca/category/category/revenue-control>