

191—54.41(523C) Records.

54.41(1) All licensed service companies and independent depositories shall keep accurate accounts, books, and records concerning transactions regulated under the Act.

54.41(2) A licensed service company's accounts, books, and records shall include:

- a.* Copies of all contracts;
- b.* The name and address of each residential customer;
- c.* The name and address of each independent depository; and
- d.* The dates and amounts of all receipts and expenditures.

54.41(3) A licensed service company shall retain all required accounts, books, and records pertaining to each residential service contract for at least two years after the specified period of time has expired.

54.41(4) All licensed service companies and independent depositories shall make all accounts, books, and records concerning transactions regulated under the Act available to the commissioner for the purpose of examination.