

**IDS Terms and Conditions Guide**  
**Section Q**

**Clause Number: Q224P**  
**Effective: 4/18/2005**  
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**RETENTION OF RECORDS**

Seller's records, to demonstrate conformance, shall be on file and available for review by Buyer, Buyer's Customers or Regulatory Agencies, upon request. Quality records shall be retained for a minimum of seven (7) years from date of final payment. Seller shall have a documented procedure on record retention defining specific records and applicable retention.