

# Records Retention: Best Practices for Compliance, Litigation, and Beyond

Illinois Chamber of Commerce, Webcast  
May 13, 2021 | 10:30 AM – 12:00 PM

Document retention is something that is commonly overlooked by business owners. Many businesses are unsure what to retain and for what period of time. Having a good retention policy can help businesses be more efficient and prepared in the event of litigation or agency audits.

Join John Hayes for this must see webcast as he presents the different types and lengths of record retention required under Illinois law. The webcast also covers best practices for storing and maintaining Electronically Stored Information (ESI) including email retention.

## PROFESSIONALS

John R. Hayes  
Partner

## RELATED SERVICES

Employment Advice &  
Counsel

Labor & Employment