

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

2 items

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of the Army

2. MAJOR SUBDIVISION

The Adjutant General Center

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Lillian B. Faison

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

5. TEL. EXT.

693-1937

SEP 10 1976

(Date)

James B. Rhoads
Archivist of the United States

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DATE RECEIVED

JUL 30 1976

JOB NO.

NC1-41-76-58

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

6/28/76
Date

S. J. Pomrenze
S. J. POMRENZE
(Signature of Agency Representative)

Chief, Records Management Division
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<i>1</i>	<p>Army Gift Offer Files (FN 228-14, AR 340-18-2). Documents relating to the offer of gifts and donations by private citizens and/or organizations, to the Department of the Army. These records accumulate at HQDA only. Included are offers, evaluation of offers and coordinating papers, letters of acceptance or refusal, and related documents.</p> <p><i>A. Permanent. Retain in CFA 5 years and retire to FRC. Transfer to NARS when 10 years old. 6 lin ft currently w/ 6 in. accumulating annually.</i></p> <p><i>B. Refused offers and related documents. Destroy when 5 years old.</i></p> <p><i>9/7/76 Changes made with approval of Mrs. Faison. J.B.W.</i></p> <p><i>Copy to Agency NCW 913-7600</i></p>		