

REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS

(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

1. FROM (AGENCY OR ESTABLISHMENT)

Federal Home Loan Bank Board

2. MAJOR SUBDIVISION

Office of the Secretary

3. MINOR SUBDIVISION

Files and Docket Section

4. NAME OF PERSON WITH WHOM TO CONFER

Charles W. Curtis

5. TEL. EXT.

Code 129 X-304

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 2 pages are proposed for disposal for the reason indicated: ("X" only one)

A The records have ceased to have sufficient value to warrant further retention.

B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

July 9, 1974

(Signature of Agency Representative)

Date Archivist of the United States

Agency Records Officer  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><u>Records of the Office of the Secretary</u> <u>Files and Docket Section</u></p> <p>Management Information System Monthly Report - FHLBB Form 107</p> <p>Statement of accounts and supplemental information submitted monthly by all insured associations. Useful in this format for maximum period of six (6) months. Information stored on computer tape for future reference.</p> <p>Disposition: Retain six (6) months, then destroy.</p> <p>NOTE: The above item replaces Item 1, National Archives Job Number 351-S338, dated October 15, 1951 (S.F. 115).</p>		

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Files and Docket Section

4. NAME OF PERSON WITH WHOM TO CONFER

Charles W. Curtis

5. TEL. EXT.

Code 129 X-3045

(Date)

Archivist's Representative.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 2 pages are proposed for disposal for the reason indicated: ("X" only one)

A  The records have ceased to have sufficient value to warrant further retention.

B  The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

July 10, 1974

(Date)

*Charles W. Curtis*

(Signature of Agency Representative)

Agency Records Officer

(Title)

7. ITEM NO.		8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
2		<p>Records of the Office of the Secretary Files and Docket Section</p> <p>Docket Files for state-chartered, non-insured institutions which are members of the Federal Home Loan Bank System.</p> <p>Disposition: Transfer Docket File to Records Center upon completion of approval for membership.</p> <p>Folders that have become inactive for the following reasons should be destroyed two (2) years after becoming inactive.</p> <p>a. Membership cancelled b. Membership application disapproved c. Liquidation</p> <p>NOTE: The above item replaces Item 3, National Archives Job Number 351-S338, dated October 15, 1951 (S.F. 115).</p>		