

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	N1-40-91-1
1. FROM (Agency or establishment) Department of Commerce		DATE RECEIVED	2/5/91
2. MAJOR SUBDIVISION Bureau of Foreign and Domestic Commerce		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Office of Contracts and Conferences		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4. NAME OF PERSON WITH WHOM TO CONFER Dan Rooney	5. TELEPHONE EXT. 377-4115	DATE 4/17/91	ARCHIVIST OF THE UNITED STATES <i>Claudia Needer</i>
6. CERTIFICATE OF AGENCY REPRESENTATIVE			

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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 4/8/91	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>D. Rooney</i>	D. TITLE Dept. Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
1.	<p>Unscheduled subject files of Harriet M. Sweet, Chief, Fairs and Exhibitions, ca. 1929-46 (WNRC Accession No. 40-55A0074). 10 cubic feet.</p> <p>These records include reports, correspondence, and other material on various fairs, conferences, and exhibitions (both domestic and foreign) in which the Department of Commerce participated, hosted, or observed. They provide information on a variety of social, commercial, and diplomatic issues in 20th-century U.S., European, and world history.</p> <p><u>Disposition.</u> PERMANENT. Transfer to the National Archives immediately. Records in this accession already appraised as disposable under the <u>General Records Schedule</u> and approved NARA schedules, as well as duplicate, unidentifiable, fragmented, unrelated, or non-archival material, may be destroyed during archival processing without further notification to the agency.</p>		

Copies sent to agency, NCF, NN-W, NN-T, NIA 4/25/91