

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-241-92-1

DATE RECEIVED
1-31-92

NOTIFICATION TO AGENCY

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE *for* ARCHIVIST OF THE UNITED STATES
2/26/93 *James M. Moore*

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
 WASHINGTON, DC 20408

1. FROM (Agency or establishment)
 U.S. Department of Commerce

2. MAJOR SUBDIVISION
 Patent and Trademark Office

3. MINOR SUBDIVISION
 Office of Enrollment and Discipline

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE
 Janice Pickering (703) 308-0590

6. AGENCY CERTIFICATION
 I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 1 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,
 is not required; is attached; or has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
2/17/93	<i>Janice Hall Pickering</i>	Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	SEE ATTACHED SCHEDULE		

**Patent and Trademark Office
Office of Enrollment and Discipline**

1. Case Folders of Registered Attorneys and Agents

Application folders of attorneys, agents, or firms registered to practice before the Patent and Trademark Office.

a. Textual Records Closed Prior to 1990:

AUTHORIZED DISPOSITION: Break closed files annually and transfer to WNRC. Destroy when 60 years old.

b. Textual Records Closed After 1990:

Break closed files annually and transfer to WNRC after microfilming. Destroy when 10 years old.

c. Microfilm

(1) Microfilm Dated Prior to 1990:

AUTHORIZED DISPOSITION: Destroy when no longer needed for reference.

(2) Microfilm Dated After 1990:

AUTHORIZED DISPOSITION: Destroy 60 years after date of registration.

Superseded Job: NC1-241-76-1, Item 80.