Schedule Number: N1-377-89-001

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

All items are permanent and have been transferred.

Date Reported: 9/22/2021
**Request for Records Disposition Authority**

(See Instructions on reverse)

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

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1. **FROM (Agency or establishment):**  
Department of Commerce

2. **MAJOR SUBDIVISION:**  
United States Travel Service

3. **MINOR SUBDIVISION:**

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4. **NAME OF PERSON WITH WHOM TO CONFER:**  
Sherry M. Cage

5. **TELEPHONE EXT.:**  
377-5481

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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 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, 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.

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7. **DATE:**  
6/19/89

8. **DESCRIPTION OF ITEM**  
(With Inclusive Dates or Retention Periods)

<table>
<thead>
<tr>
<th>ITEM  NO.</th>
<th>ACCESSION</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>377-66A 2162 Box 5</td>
<td>tape recordings, films, and records documenting the activities of the U.S. Travel Service.</td>
</tr>
<tr>
<td>2</td>
<td>377-67A 3768 Boxes 1-12</td>
<td>consisting of record elements, trims, outtakes, and other material for U.S. Travel Service films.</td>
</tr>
</tbody>
</table>

9. **GRS OR SUPERSEDED JOB CITATION:**

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10. **ACTION TAKEN (NARS USE ONLY):**

**DISPOSITION:** Permanent. Transfer immediately to the National Archives. Records already appraised as disposable under the General Records Schedule, an approved NARA schedule, duplicate, unidentifiable, fragmentary, unrelated, or non archival material may be destroyed during processing without further notification to the agency.

All of these records are located at the Washington National Records Center.

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STANDARD FORM 115 (REV. 8-83)  
Prescribed by GSA  
FPMR (41 CFR) 101-11.4