

W

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

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

1. FROM (AGENCY OR ESTABLISHMENT)

Defense Logistics Agency

2. MAJOR SUBDIVISION

Staff Director, Administration

3. MINOR SUBDIVISION

Administrative Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. Peter Tomai

5. TEL. EXT.

274-6234

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.

5 Jan 78 [Signature]

Chief, Administrative Mgmt Div.

Date

(Signature of Agency Representative)

(Title)

LEAVE BLANK	
DATE RECEIVED 11 JAN 1978	JOB NO. NC1 361 78 3
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>With Drawn</i> <i>DM</i> <i>5/4/78</i>	
(Date)	Archivist of the United States

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Personal Property Sales Unsuccessful Bids (988.50)            Unsuccessful and cancelled bids resulting from personal property sales transactions accomplished under sealed bid and spot bid procedures excluding those described under 988.51.            Destroy 60 days after removal of all property sold under the related invitation for bids.</p> <p><b>WITHDRAWN</b></p>	<u>FN988.50</u>	

1 item