

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
 (See Instructions on reverse)

NC

LEAVE BLANK	
JOB NO <i>NCI-361-81-5</i>	
DATE RECEIVED <i>3-26-81</i>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>6-11-81</i> Date	<i>[Signature]</i> Archivist of the United States

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  
 Resources Management Division

4 NAME OF PERSON WITH WHOM TO CONFER  
 Ms. Anne Nicewicz

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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal

B Request for disposal after a specified period of time or request for permanent retention.

C DATE 16 Mar 81	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> PRESTON B. SPEED	E TITLE Chief, Records Management Branch Resources Management Division
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p><u>Aircraft Sales Contracts (988.12)</u></p> <p>Contract files and card files relating to the disposal of aircraft through sale including invitations for bids, and bids and acceptances, statements and certificates of awards, abstracts of bids, contracts, collection documents, and related documents.</p> <p>Destroy 6 years after the sales contracting officer is notified that aircraft has been dismantled and has lost its identity as an aircraft. EXCEPTION: Files known to be pertinent to an unsettled claim, incomplete investigation, or pending litigation will not be destroyed in accordance with this disposal standard until settlement of the claim or completion of investigation or litigation.</p>	new	1 item

*Closed Out: 6-22-81; K.T.?*  
*Copy to Agency & NNM*