REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS
(See Instructions on Reverse)

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

DATE RECEIVED
11 APR 1977

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

1. FROM (AGENCY OR ESTABLISHMENT):
DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION
DIRECTORATE OF ADMINISTRATION

3. MINOR SUBDIVISION
DOCUMENTATION SYSTEMS DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
MR. C. J. PHILLIPS

5. TEL. EXT.
767-4479

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 2 pages are not now needed for the business of this agency or will not be needed after the retention periods specified.

1 APR 1977
Herbert G. Geider
(Signature of Agency Representative)

HERBERT G. GEIDER, Chief
Documentation Systems Division
Directorate of Administration

7. ITEM NO.

8. DESCRIPTION OF ITEM
With Inclusive Dates or Retention Periods

DISBURSEMENTS, REIMBURSEMENTS, COLLECTION,
AND CONTRACT RECORDS
(Table 177-5)

Proposed change to AFM 12-50, table 177-5, rule 5, increases the retention period for the accounting portion of Wherry and Capehart Housing documentation from 6 years and 3 months to 10 years and 3 months. The 6 year and 3 month retention criteria was approved by NARS on 28 Oct 76 under Job #NC1-AFU-76-67.

Proposed increase in retention period was recommended by our Civil Engineering and Judge Advocate offices and would make disposition compatible with related acquisition and construction documentation covered by table 90-1, rules 1 and 2 which was submitted to NARS on 10 Dec 76 and presently being processed under Job #NC1-AFU-77-53.

This record collection is unique and documents the only encumbered type family housing in the Air Force.

STANDARD FORM 115
Revised January 1973
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4
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<tbody>
<tr>
<td>5</td>
<td>Wherry or Capehart Act Housing</td>
<td>record of appropriations reimbursement reports, vouchers, to include expenses, mortgage insurance premiums, and related accounting records</td>
<td>at HQ USAF</td>
<td>*hold for 10 years and 3 months after final payment is made according to FHA amortization schedule or mortgage is paid, then destroy (see note).</td>
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Note: Obtain Civil Engineer and Judge Advocate clearance before authorizing destruction.