

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

*2 items*

LEAVE BLANK	
DATE RECEIVED <b>JUL 30 1976</b>	JOB NO. <b>NC1-ACI-76-58</b>
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.	
5. TEL. EXT. <b>SEP 10 1976</b> <b>693-1937</b>	<i>James B. Rhoads</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)

*Department of the Army*

2. MAJOR SUBDIVISION

*The Adjutant General Center*

3. MINOR SUBDIVISION

*Records Management Division*

4. NAME OF PERSON WITH WHOM TO CONFER

*Lillian B. Faison*

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.

*6/28/76*  
Date  
*S. J. Pomrenze*  
Signature of Agency Representative

Chief, Records Management Division

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
<i>1</i>	<p>Army Gift Offer Files (FN 228-14, AR 340-18-2). Documents relating to the offer of gifts and donations by private citizens and/or organizations, to the Department of the Army. These records accumulate at HQDA only. Included are offers, evaluation of offers and coordinating papers, letters of acceptance or refusal, and related documents.</p> <p><i>A. Permanent. Retain in CFA 5 years and retire to FRC. Transfer to NARS when 10 years old. 6 lin ft currently w/ 6 in. accumulating annually.</i></p> <p><i>B. Refused offers and related documents. Destroy when 5 years old.</i></p> <p><i>9/7/76 Changes made with approval of Mrs. Faison. J.B.W.</i></p> <p><i>Copy to Agency NCW 913-7600</i></p>		