

**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)  
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  
MR C A Burgess
5. TEL. EXT.  
693-1938
6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED <b>DEC 15 1976</b>	JOB NO. <b>NC 1-ACU-77-64</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.	
4-1-77 (Date)	<i>James B. Rhoads</i> Archivist of the United States

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.

1305C 76 *WR Boardman*  
*Joo* J. J. POMRENZE, Chief, Records Management Division, TAGCEN  
Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Recreation and Entertainment Case Files. File No. 723-01</u></p> <p>Documents related to planning, approving, and conducting contests, Army shows, entertainment, sports activities, or other recreational events that are sanctioned or sponsored by the Army. Included are plans, letters, promotional material, and similar or related documents.</p> <p>a. Office performing Army-wide staff responsibility: Destroy after 10 years.</p> <p>* b. Other offices: Destroy after 2 years.</p> <p>* Note: The 2 years retention for "other offices" was approved 27 July 1966, NARS Job No NN-166-204.</p>		

115-106  
*Sent to agency, all FRC's, NCW. ~~4/5/77~~ 4/5/77*  
STANDARD FORM 115  
Revised January 1973  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4