

**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 <u>11 FEB 1977</u> | JOB NO. |
| 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. | |
| <u>5-19-77</u> (Date) <u>acting</u> | <u>James P. O'Neil</u> 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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

8 FEB 77 JRB
Date (Signature of Agency Representative) Guy B. Oldaker, Acting 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 |
|-------------|---|----------------------|------------------|
| 1. | <p>Alcoholic Beverage Files, File No 723-05, AR 340-18-7. Documents relating to the designation of military installations as "remote" for the purchase of packaged alcoholic beverages. Included are DOD, DA, and Chief of Staff directives and papers showing justification, coordination, approvals or disapprovals, of specific cases; DA policy statements concerning purchase of alcoholic beverages in monopoly states; and similar or related documents.</p> <p>Requests are initiated by Army installations and where justified, approvals are granted by the Secretary of the Army through TAGCEN Club Management Directorate (office performing Army-wide staff responsibility). From 1951 to date, sixty installations have been given approval. The present volume of files on hand is approximately one foot; annual increases should not exceed one-twelfth of a foot.</p> <p>Disposition: a. Office performing Army-wide staff responsibility:* Permanent. Cutoff upon termination of the designation.</p> <p>b. Other offices. Destroy after 2 years. (Disposal approved 8 July 1966, NARS Job No NN-166-204.</p> <p>* Permanent retention is considered necessary in order to provide for complete documentation of information on the sale of tax free items which has been a matter of congressional interest at local, State, and Federal levels.</p> <p>Files will be offered to the National Archives ten years after transfer to a Federal Records Center.</p> | | |

115-105

Sent to agency and NNB - 5/23/77