

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Rec. 5/17/79

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

LEAVE BLANK	
JOB NO	NCI-AU-79-51
DATE RECEIVED	17 MAY 1979
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
Date	<i>6-13-79</i> <i>James S. O'Neill</i> <i>Acting</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Army

2. MAJOR SUBDIVISION
The Adjutant General's Office

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER <u>P. Burnam</u>	5. TEL. EXT. <u>693-1937</u>
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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 <i>for</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Corral Quem</i> GUY B. OLDAKER	E. TITLE Chief, Records 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
	<p><u>Acquisition Files (FN 1503-03).</u></p> <p>Documents relating to the acquisition of real estate by purchase, condemnation, transfer, donation, easement, license, permit, lease, and space assignment. Included are offers to sell, options, acceptances, appraisal reports, easement documents, certificates of inspection, tract ownership data, title evidence data, payment and closing sheets, reports on vacating of property, consent to option, agreements for mutual cancellation of contract, leases, notices of renewal, releases, supplemental agreements, and related documents.</p> <p>Disposition: Office of the Chief of Engineers: Destroy 10 years after completion of the acquisition transaction. Retire completed condemnation cases with the next annual shipment.</p> <p>NOTE: The disposition standard for field offices was approved under NARS Job NO. NCI-AU-78-121</p>		<i>1 item</i>

sent to Agency & MM 6-15-79