

Rec'd NCD 29 Feb 80

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NCL-60-80-5
DATE RECEIVED	2-25-80
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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	3-4-80 <i>James P. O'Neil</i> <i>acting</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 Justice

2. MAJOR SUBDIVISION
Office of the Attorney General

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER
Ann Fleisher Hoffman
Ann Fleisher Hoffman

5. TEL EXT
633-3991

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 2-19-80	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Yahn</i> Robert M. Yahn	E. TITLE Chief, Records Maintenance and Disposition Section, Records Management Group/RPS/OPA/JMD
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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
1.	<p>Invitations received by the Attorney General from individuals and organizations requesting a personal appearance at various public and private functions as well as acknowledgements and other materials pertaining to said invitations.</p> <p>DISPOSITION: Destroy 30 days after the date of the event to which the invitation relates.</p>		<i>1 item</i>

115-107

Copy to Agency NUF

Closed Out 3-5-80 JE