**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

1 **FROM (Agency or establishment)**  
Department of Justice

2 **MAJOR SUBDIVISION**  
Federal Bureau of Investigation

3 **MINOR SUBDIVISION**  
Records Management Division

4 **NAME OF PERSON WITH WHOM TO CONFER**  
Vernon R. Thornton

5 **TELEPHONE EXT.**  
324-2307

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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence □ is attached, or □ is unnecessary

**DATE**  
6/2/89

**SIGNATURE OF AGENCY REPRESENTATIVE**  
Vernon R. Thornton

**TITLE**  
Records Section Chief  
Records Management Division

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
<th>GRS OR SUPERSEDED JOB CITATION</th>
<th>ACTION TAKEN (NARS USE ONLY)</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Portions of individual documents, index cards and related data maintained at Portland Field Office contain unsolicited correspondence from 1983 thru 1988, all of which the citizen has requested to be destroyed. Pursuant to provisions of subsection (e)(1) of the Privacy Act of 1974, continued retention of this correspondence is no longer relevant and necessary to accomplish a purpose of this agency. 62-0-100860 (Portland) 62-0-100860 A and B (Portland) 62-0-100693 (Portland) 62-0-100693 A thru Z (Portland) 62-0-100693 AA thru KK (Portland) 105-6498-5 (Portland) destroy immediately.</td>
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