

OM (AGENCY OR ESTABLISHMENT)
Department of Justice
 MAJOR SUBDIVISION
Immigration and Naturalization Service
 MINOR SUBDIVISION
Administrative
 NAME OF PERSON WITH WHOM TO CONFER
John F. Connolly, Administrative
 S. TEL. EXT. **576-8485**
 CERTIFICATE OF AGENCY REPRESENTATIVE: **Specialist**

NOTIFICATION TO AGENCY
 In accordance with the provisions of 44 U.S.C. 3303a disposal request, including amendments, is approved except items that may be stamped "disposal not approved" or "drawn" in column 10.
9-5-74 *[Signature]*
 Date *[Signature]*
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 Report page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

7 August 1974 *William M. Wilson* Chief, Records Administrative and Information Branch
 (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
1	<p><u>ADDRESS REPORT (Microfilm)</u> A microfilm reproduction of all Forms I-53, which are used annually to record the address and certain other information concerning certain aliens residing in the United States. <i>PL</i> <u>RETAIN:</u> <i>Destroy</i> 3 years from the creation of the microfilm.</p>		
2	<p><u>Annual Address Report Card - Form I-53</u> A form which is annually completed by certain aliens residing in the United States in order to report their addresses and other information. <i>PL</i> <u>RETAIN:</u> Until ascertained that reproduced copies or recordings have been made in accordance with GSA regulations and are adequate substitutes for the paper records. <i>Copies prove adequate substitutes.</i> Section 24, of the Internal Security Act of 1950 (Pub. Law 831, 81st Cong., 8 U.S.C. 456) and Section 265 of the Immigration and Nationality Act (Pub. Law 414, 82nd Cong., 8 U.S.C. 1305, effective December 24, 1952) provide that certain aliens residing in the United States shall, during the month of January in each year execute and file with the Commissioner of Immigration and Naturalization or the Attorney General an Address Report Card. <i>PL</i> <u>EXPLANATION:</u> It has been determined that it would be most beneficial to this Service to destroy the paper copies after properly microfilmed. The microfilm will be retained for the three year retention period, and subsequently forwarded to the National Archives for the extraction of valuable materials and destruction. The disposal authority hereby requested will replace previous National Archives job.</p>		

NC-85-75-1

74- Changes made with approval of W. Wilson. Copy to Agency 9/1/74