

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO	N1-436-86-1
1 FROM (Agency or establishment) Bureau of Alcohol, Tobacco and Firearms		DATE RECEIVED	3-19-86
2 MAJOR SUBDIVISION Administrative Programs Division		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION Paperwork & Distribution Management Branch		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4 NAME OF PERSON WITH WHOM TO CONFER Cheryl Schuler	5 TELEPHONE EXT 566-7077	DATE 6-4-86	ARCHIVIST OF THE UNITED STATES <i>Frank A. Burke</i>
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 2 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

B DATE 3-25-86	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert G. Marusky</i>	D TITLE Chief, Paperwork & Distribution Management Branch	
7 ITEM NO	8 DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	<p>These records are stored at the ATF Bureau Headquarters in Washington DC. <u>The National Firearms Registration and Transfer Records (NFRTR)</u> are maintained under the National Firearms Act (NFA), 26 U.S.C. 5841 and are considered tax records under 26 U.S.C. 6103. There are approximately 30 cubic feet of records per year plus 420 cubic feet of records from previous years maintained by the Bureau. These records consist of registration documents, serial number cards, correspondence, various related documentation, and internal use reference material. These records are referenced on a daily basis for the approval/disapproval of applications of transfer of firearms. They are searched and certifications are provided to other law enforcement agencies for use in prosecution of violations of the NFA. The records are to be microfilmed. This certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.</p> <p>a. Paper records. when film (1) 1936 - 1985. Transfer to FRC ^{when film} is verified and destroy in 1996. (2) 1986 - . Break file annually. Transfer to FRC when film is verified and destroy when 10 years old.</p> <p>b. Microfilm copies of the NFA tax and registration records. (1) Reference copy to be kept at ATF. (2) Master copy to be retired to FRC when filming is complete. DESTRUCT WHEN TWENTY-FIVE (25) YEARS OLD.</p>	N1-436-84-2	