

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

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

1 FROM (AGENCY OR ESTABLISHMENT)

Department of Treasury

2. MAJOR SUBDIVISION

Bureau of Alcohol, Tobacco and Firearms

3. MINOR SUBDIVISION

Information Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Jack O'Leary

5. TEL EXT 7927

177-7077

6 CERTIFICATE OF AGENCY REPRESENTATIVE

LEAVE BLANK	
DATE RECEIVED <b>AUG 5 1975</b>	JOB NO <b>AC-436-76-1</b>
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 "with drawn" in column 10	
<p>9-3-75 <i>James E. O'Neil</i> (Date) <i>acting</i> Archivist of the United States</p>	

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

July 31, 1975

Date

*Atton Sanderson Jr.*  
(Signature of Agency Representative)

Chief, Information Management Division

(Title)

7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10 ACTION TAKEN
1	<p>The records described below are created and accumulated in the Field Offices of the Bureau of Alcohol, Tobacco and Firearms.</p> <p>REGULATORY ENFORCEMENT RECORDS - (REGIONAL OFFICES)</p> <p>Firearms Licensees and Explosives Licensees and Permittees Case File.</p> <p>a. Case files of applications which have been denied, abandoned or withdrawn.</p> <p>DISPOSE after 2 years</p> <p>b. Case files of licenses or permits which have been revoked.</p> <p>DISPOSE after 3 years</p> <p>c. Case files of licenses or permits which have not been renewed.</p> <p>DISPOSE after 2 years.</p>		

*Copy to Agency & All Centers 9-10-75*