

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

RG 59

LEAVE BLANK	
DATE RECEIVED MAY 30 1974 NC	JOB NO. 174-247
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.	
6-3-74 <i>James E. O'Heill</i> Date <i>acting</i> Archivist of the United States	

TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of State

2. MAJOR SUBDIVISION

Office of Protocol

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

Lawrence T. Springer

5. TEL. EXT.

632-8806

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

5/28/74  
(Date) *Donald J. Simon*  
(Signature of Agency Representative)

Donald J. Simon  
Director, O/FADRC  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Clearances - Visits of Ships  Communications concerning requests for clearances for ceremonial, informal, and operational visits of ships, both United States and foreign.  DESTROY WHEN ONE YEAR OLD	NN-165-41 Item 13 <i>2 yr</i>	
2	Clearances - Foreign Military Aircraft  Communications and forms concerning requests for clearances for foreign military aircraft to overfly United States territory and to land in the United States at commercial airports or at Air Force bases.  DESTROY WHEN ONE YEAR OLD	NN-165-41 Item 14 <i>2 yr</i>	
3	Customs Clearance Requests  Notes, forms and related communications concerning requests of foreign governments and international organizations for free entry of merchandise into the United States.  DESTROY WHEN ONE YEAR OLD	NN-165-41 Item 16 <i>when sorted</i>	

*3 items*