

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK	
DATE RECEIVED <b>NOV 19 1976</b>	JOB NO. <b>NC 1 - 84-77-2</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.	
11-30-76	<i>James B. Rhoads</i> Date 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

All Foreign Service Posts

3. MINOR SUBDIVISION

Visa Records

4. NAME OF PERSON WITH WHOM TO CONFER

Paul F Murphy, Jr.

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.

Nov. 17, 1976 *William F. Farrell* Chief, Records Management Staff  
(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 TAKEN
1	Forms FS-257, 257a and 257b <sup>or their equivalents</sup> covering issued nonimmigrant visas. <sup>Rhoads NCO 26 Nov 76</sup>  (a) DESTROY AFTER ONE YEAR EXCEPT IN CASES OF "SPECIAL" VISAS OF ANY CATEGORY, WHICH DESTROY AFTER FOUR YEARS,	VN-173-237, Item 1 4 YRS.	

*Copy to Agency 12-7-76 @  
Copy to NCW 12-7-76 @*

*2 items*