

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

| LEAVE BLANK | |
|---|---|
| DATE RECEIVED NOV 19 1976 | JOB NO. NC 1 - 84-77-2 |
| 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 ^{or their equivalents} covering issued nonimmigrant visas. ^{Rhoads NCO 26 Nov 76} (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