

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED SEP 9 1975	JOB NO. NC - 58-76-3
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.	
Date <u>9-24-75</u> <u>James E. O'Neill</u> Acting Archivist of the United States	

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

1. FROM (AGENCY OR ESTABLISHMENT)
Treasury Department
2. MAJOR SUBDIVISION
Internal Revenue Service
3. MINOR SUBDIVISION
Tax Administration Advisory Services Division
4. NAME OF PERSON WITH WHOM TO CONFER
Virginia Cooper
5. TEL. EXT.
184-6711
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.

Program Manager, Records, Mail &
Transportation Program

9-4-75 Ross Thomson
(Date) (Signature of Agency Representative)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This is a request for a one-time authorization to dispose of certain correspondence and associated documents, now obsolete, which were compiled by the Tax Administration Advisory Services Division as a result of formerly active project assignments. The project material to be disposed of consists of administrative correspondence, routine required statistical and narrative reports, and reports of special assignments, no longer active, and no longer useful as reference material. 1965-1975 Significant policy and program documentation is not included among these records.</p> <p>DISPOSE IMMEDIATELY <i>more</i></p>	<i>MD 9/23/75</i>	
<i>Copy to Agency 9-26-75 (W)</i>		<i>RG-58</i>	<i>1 item</i>