INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: NC1-058-82-06

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

These records are presumed destroyed.

Date Reported:
REQUEST FOR RECO, JSITION AUTHORITY
SEE INSTRUCTIONS ON REVERSE

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of the Treasury

2. MAJOR SUBDIVISION
Internal Revenue Service

3. MINOR SUBDIVISION
Facilities Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Raymond A. O'Brien

5. TEL. EXT.
376-0593

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.

☐ A Request for immediate disposal.
☐ B Request for disposal after a specified period of time or request for permanent retention.

7. DATE
3-9-82

8. SIGNATURE OF AGENCY REPRESENTATIVE
[Signature]

9. E. TITLE
Manager, Records Management Program

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ITEM</th>
<th>ACTION TAKEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Excess Profits Tax Case Files relating to cases under Section 722 of Internal Revenue Code. Includes copies of outgoing correspondence, exhibits, field data, copies of taxpayers' records, work papers, transmittal letters, and copies of action memorandums. DESTROY immediately.</td>
<td>PCS103, Item 9</td>
</tr>
<tr>
<td>2</td>
<td>Excess Profits Tax Case Records. Card records including summary data on each case handled. Indexes to Item 1 (above). DESTROY immediately.</td>
<td>Item 10</td>
</tr>
<tr>
<td>3</td>
<td>Records of Stock Valuation consisting of condensed financial data on securities of public-held corporations for use in appraising closely held stocks, index of corporations by type of industry, and capitalization rate studies. DESTROY immediately.</td>
<td>Item 11</td>
</tr>
<tr>
<td>4</td>
<td>Quarterly Report on Receipts, Disposals, and Inventory, Form 2112 or Equivalent. Reports are prepared for the U.S., each region, and each branch office for the submission to the National Office. DESTROY immediately.</td>
<td>Item 12</td>
</tr>
<tr>
<td>5</td>
<td>General Correspondence Files: Correspondence relating to appeals cases, policies, procedures, instructional material and other data bearing on organization, practices and achievements of Appeals work. Files relating to changes in Part VIII of the IR Manual to Service procedural and technical matters and forms and forms letters. (1) Cut-off files every 2 years; (2) DESTROY when 5 years old.</td>
<td>Item 13</td>
</tr>
</tbody>
</table>

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-1.4a-11

Agency X NNF sent 7-27-83 by DMW.

NEXT SENT 8-1-83 by DMW.