

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1-58-84-10
DATE RECEIVED	2-23-84
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
WITHDRAWN	
Date	Archivist of the United States

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

Nancy R. Gloss

5. TEL EXT

566-9711

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 3 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.

C. DATE 12/15/83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Lynnda J. Mulvaney</i>	E. TITLE Section Chief, Records and Reports Management
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>The records covered by this schedule are created and accumulated in the Statistics of Income Division. The division compiles the annual report on statistics of income and other data which provides basic information for tax legislation and administrative activities of the Internal Revenue Service. This change affects Records Control Schedule 107</p> <p>Record Set of Division Issuance, News or press releases, instruction books, guide charts, forms, and statistical reports, such as Statistics of Income. Arrangement by Statistics of Income year; volume-Records Center: 143 cu. ft., Inhouse: 50 cu. ft.; and annual accumulation: 5 cu. ft.</p> <p>(1) <u>Permanent.</u></p> <p>(2) <u>Retire to Federal Records Center after 10 years.</u></p> <p>(3) <u>Transfer to National Archives and Records Service after 30 years, or whenever no longer needed in current business.</u></p>		
All Changes to this proposed schedule have been approved by:			<i>7 items</i>

115-107

NARA appraiser _____ date _____

Agency representative _____ date _____

STANDARD FORM 115
Revised April, 1975
Prescribed by General Services Administration
FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF
2 of 3

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3	<p>Source Books. Unpublished detailed information for individuals and corporations concerning such items as income, deductions, assets, and liabilities. Arrangement: by Tax Year; volume-Records Center: 152 cu. ft., Inhouse: 73 cu. ft. withdrawn from Records Center plus 20 already inhouse; and annual accumulation: 1 cu. ft.</p> <p>(a) Paper records. (1) Permanent. (2) <u>Retire</u> to Federal Records Center after 5 years. (3) Transfer to National Archives and Records Service after 30 years, or whenever no longer needed in current business.</p> <p>(b) Microfilm (1) Permanent. (2) Destroy paper records immediately after microfilming and microfilm verification. (2) Transfer to National Archives and Records Service after 30 years, or whenever no longer needed in current business.</p>		
4	<p>(a) Special Unpublished Tabulations relating to World War II and Korean Excess Profits Tax Program. (These records are no longer accumulating.) Arrangement: by Tax Year; volume-Records Center: 7 cu. ft. (1) Permanent. Destroy immediately (2) Transfer to National Archives and Records Service after 30 years, or whenever no longer needed in current business.</p> <p>(b) Five preliminary internal printed studies, 1942-1945. (1) Permanent. (2) Transfer to National Archives after 30 years or whenever no longer needed in current business.</p>		
8	<p>Transcript Cards (a) Excess Profits Tax - Form 1121. (These records are no longer accumulating.) Arrangement: alphabetically by corporate name within Tax Year; volume-Records Center: 8 cu. ft. (1) Permanent. (2) Transfer to National Archives and Records Service after 30 years, or whenever no longer needed in current business.</p>		
9	<p>Microfilm of Corporate, Estate and Gift Tax Transcript Cards. (1) Destroy after 40 years.</p>		

Request for Records Disposition Authority – Continuation

JOB NO

PAGE OF
3 of 3

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	<p>This certifies that the source books (Item 3 above) which are being microfilmed comply with the standards set forth in 41 CFR 101-11.506, 101-11.507, and 101-11.508.</p>		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A
Revised July 1974
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4