Schedule Number: NC1-058-84-13

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 Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

NC1-058-85-11 supersedes the only item.

Date Reported: 6/30/2021
REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

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 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.

C DATE
   5/7/84

D SIGNATURE OF AGENCY REPRESENTATIVE
   [Signature]

E TITLE
   Section Manager
   Records and Reports Management Section

7. ITEM NO

8. DESCRIPTION OF ITEM
   (With Inclusive Dates or Retention Periods)
   This request covers records of the Collection Division in all IRS District Offices and subordinate field offices (RCS-204) pertaining to the receipt and transmittal of tax returns and documents received in the district office; the deposit of tax remittances received; the collection of delinquent accounts and securing of delinquent returns; and the conduct of a year-around taxpayer service program.

1. Federal Tax Deposit (FTD) Alerts. Closed FTD Alerts with copies of history, "back-up" reports, correspondence, and related data accumulated during the processing of the FTD Alert.
   (1) Destroy 6 months after the case is closed.

NO MASS DATA CHANGE SHEET REQUIRED

Agency + NNF sent 6-27-84 by DMW.