REQUEST FOR RECORDS DISPOSITION 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
Dallas, Texas, District Office Audit Division

4 NAME OF PERSON WITH WHOM TO CONFER
John Finley, Archives Specialist

5 TEL EXT
334-5515

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 ___ 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
3/1/85

D SIGNATURE OF AGENCY REPRESENTATIVE
[Signature]

E TITLE
Chief, Records and Reports Management

7 ITEM NO

8 DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)
These are records of the Audit Division, Dallas District Office, Southwest Region, Internal Revenue Service.

9 SAMPLE OR JOB NO

10 ACTION TAKEN

These are records of the Audit Division, Dallas District Office, Southwest Region, Internal Revenue Service.

1 Worthless Stock Record Cards

Records documenting efforts of the IRS to ascertain the worthlessness of corporation stock for tax purposes. Information is recorded on blank cards or Forms 569 or 3191.


One linear foot of 5" X 8" cards.

Concurrence: W.C. Roth 11/24/85

Director, Office of District Programs - National Office

STANDARD FORM 115
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Prescribed by General Services Administration
FPPR (41 CFR) 101-11-4