

**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)

**Comptroller of the Currency**

2. MAJOR SUBDIVISION

**Administrative Services**

3. MINOR SUBDIVISION

**Information Resources Management**

4. NAME OF PERSON WITH WHOM TO CONFER

**Peter Clemens  
Information Specialist**

5. TEL EXT

**447-1995**

LEAVE BLANK	
JOB NO  <b>N1-101-86-2</b>	
DATE RECEIVED <b>5-12-86</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>5-25-86</i> Date	<i>[Signature]</i> Archivist of the United States

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 2 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 <b>5/2/86</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Marjorie M. Gustafson</i> <b>Marjorie Gustafson</b>	E. TITLE <b>Associate Director of Information Resources Management</b>
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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>Request to change the Disposition Schedule of the Comptroller of the Currency, published in September, 1983. Changes proposed for Subschedule C-Bank Administration, 1. Corporate (Licensing) Files., under the disposition section. The new disposition is as follows.</p> <p>Subschedule C-Bank Administration 1. Corporate Licensing Files. Disposition:</p> <p>a. Washington. Charter Certificates. <del>XXXXXX</del> (1) Paper copy. Break file every five (5) years. Microfilm and offer to NARA when microfilm is verified. (2) Microfilm copy. Destroy when no longer needed for administrative use.</p> <p><del>b. Washington. All Other Corporate (Licensing) files. Record copy. PERMANENT. Retain in central records repository until bank becomes inactive. Retire to WNRC when inactive. Offer to NARA 30 years after retirement to WNRC.</del></p> <p>c. District offices. Forward record copy to Washington. <del>Destroy when no longer needed for reference.</del></p> <p align="center">(Continued on next page)</p>	C(1) N1-101-86-1 Item C1	

115-107

*Copy sent to Agency  
NRF 9.5.86 emb.*

Form 115 (Continuation)

7. Item No.	8. Description of Item (With Inclusive Dates or Retention Periods)	9. Sample or Job No.	10. Action
1.	<del>C(1) d. Rejected or abandoned applications for corporate activity. (1) Washington. Record copy. Retain in central records repository. Transfer to WNRC one year after rejection/abandonment. Destroy five years after date of rejection/abandonment. (2) District offices. Forward record copy to Washington. Destroy when no longer needed for reference.</del>	C(1)	