Request for Records Disposition Authority
(See Instructions on reverse)

To: National Archives and Records Administration (NARA)

1. From (Agency or establishment)
   Department of the Treasury

2. Major Subdivision
   United States Mint

3. Minor Subdivision
   Legislative Affairs

4. Name of Person with whom to confer
   Yvonne Pollard

6. Agency Certification

   I hereby certify that I am authorized to act for this agency in the matters pertaining to the disposition of its records and that the records proposed for disposal on the attached (mm/dd/yyyy) page(s) are not needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

   Signature of Agency Representative

   Title
   Chief, Compliance Branch

   Date
   11/23/2009

1. Legislative Files
   Files related to legislation involving the United States Mint (both Mint sponsored and externally sponsored). These files contain background information, official Mint policy statements, copies of legislation, case files, and related correspondence and documentation.

   Disposition: Permanent. Cut-off at the end of the calendar year in which the issue is no longer expected to be revisited and/or legislation is passed. Retire to FRC two Congressional sessions after cut-off. Transfer to NARA 20 years after receipt at FRC.

2. Legislative History Files
   Internal memoranda and correspondence on various legislation including legislation originated by the United States Mint and mint comments on legislation originated elsewhere.

   Disposition: Permanent. Cut-off at the end of the calendar year in which the issue is no longer expected to be revisited. Retire to the FRC two Congressional sessions after cut-off. Transfer to NARA 20 years after transfer to FRC.
### 3. Congressional Inquiries

Detailed correspondence files for tracking all Congressional inquiries received and response completed by the United States Mint. Files include the names of the Congressional person, the nature of the inquiry and the United States Mint’s response.

**Disposition: Permanent.** Cut-off at the end of each Congressional session. Retire to FRC two Congressional sessions after cut-off. Transfer to NARA 20 years after transfer to FRC.