REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D.C.

1. FROM (AGENCY OR ESTABLISHMENT)
   Federal Home Loan Bank Board (FHLBB)

2. MAJOR SUBDIVISION
   Office of the Secretary

3. MINOR SUBDIVISION
   Files and Docket Section

4. NAME OF PERSON WITH WHOM TO CONFER
   Charles W. Curtis

5. TEL. EXT.
   129-3045

6. CERTIFICATE OF AGENCY REPRESENTATIVE:
   I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of ___ pages are proposed for disposal for the reason indicated: ("X" only one)

   A The records have ceased to have sufficient value to warrant further retention.
   B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

   30 Jan 1975
   Charles W. Curtis
   (Signature of Agency Representative)

7. ITEM NO.

8. DESCRIPTION OF ITEM
   (WITH INCLUSIVE DATES OR RETENTION PERIODS)

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ITEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Records of the Office of the Secretary Files and Dockets Section Holding Company Folders</td>
</tr>
<tr>
<td>1.</td>
<td>Record Folder</td>
</tr>
<tr>
<td></td>
<td>Consists of: Registration Statement Board Actions Legal Opinions</td>
</tr>
<tr>
<td></td>
<td>Retention: Retain permanently in the Files and Docket Section.</td>
</tr>
<tr>
<td>2.</td>
<td>Reports Folder</td>
</tr>
<tr>
<td></td>
<td>Consists of: Dividend Notification Annual Reports Current Report</td>
</tr>
<tr>
<td></td>
<td>Retention: Retain in the Files and Docket Section for five(5) years then transfer to the FRC. Destroy after twenty five (25) years at the FRC.</td>
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</tbody>
</table>

9. SAMPLE OR JOB NO.

10. ACTION TAKEN

Agency Records Officer

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

DATE SENT TO AGENCY 2/13/75

Four copies, including original, to be submitted to the National Archives and Records Service.
Federal Home Loan Bank Board-Records of the Office of the Secretary (continued)

3. **Examinations Folder**

   Consists of: Examination Reports

   Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Destroy after twenty five (25) years at the FRC.

4. **Correspondence Folder**

   Consists of: All general correspondence

   Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Destroy after twenty five (25) years at the FRC.

5. **Acquisitions Folder**

   Consists of: Acquisition Applications

   Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Retain permanently.

6. **Application Folder**

   Consists of: Applications other than acquisitions

   Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Retain permanently.

7. **Confidential Folder**

   Consists of: All material marked C.F.D.

   Retention: Retain permanently in the Files and Docket Section.
Federal Home Loan Bank Board-Records of the Office of the Secretary (continued)

Service Corporation Files

8. Record Folder

Consists of: Board Actions
Legal Opinions and Paper
Charter
By-Laws
Agreement to pay cost of
Examination and Audit

Retention: Retain permanently in the Files and Docket Section.

9. Document Folder

Consists of: Joint Venture Applications
Applications to act as Title Insurance Agent.

Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Retain permanently.

10. Correspondence Folder

Consists of: All general correspondence

Retention: Retain in the Files and Docket Section for five (5) years then transfer to the FRC. Destroy after twenty five (25) years at the FRC.
11. **Financial Statement Folder**

Consists of: Examination Report
Statement of Conditions,
when not sent with an
application.

Retention: Retain in the Files and
Docket Section for Five (5)
years then transfer to the
FRC. Destroy after twenty-
five (25) years at the FRC.