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  
Bureau of Government Financial Operations
3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFERENCE  
James O. Varner 566-8711

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 one 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  
1-27-81

D. SIGNATURE OF AGENCY REPRESENTATIVE  
[Signature]

E. TITLE  
Paperwork Management Officer

8. DESCRIPTION OF ITEM  
(With Inclusive Dates or Retention Periods)

1. SF 224, Statement of Transactions, Disbursement Schedules, Vouchers, and supporting documents, including receipts for negotiable items.
   a) Originals - Microfilm. Destroy originals after microfilm has been verified complete and correct.
   b) Microfilm - Original. Transfer to the Federal Records Center. Destroy when 7 years old.
   c) Microfilm - Duplicates. Maintain in action office. Destroy when 7 years old.

Records are site audit material.

The agency certifies that the records described on this form will be microfilmed in accordance with the standards set forth in 41 CFR 101-11.506.

Note to weirc: any records already in weirc under NC1-425-78-1, Items 342, 343, 344, 345, 346, 347, and 352; GRS 6/14 (deviation) still be destroyed under them. Records already in center will not be filmed.

[Handwritten note: Closéd Out: 5-20-81: K.D.]

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STANDARD FORM 115  
Revised April, 1975  
Prescribed by General Services Administration  
FPMR (41 CFR) 101-11.4