

Rec'd 30 Oct 80

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED	JOB NO.
November 5, 1980	NC1-197-81-1
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 "with-drawn" in column 10.	
12-12-80 (Date)	<i>[Signature]</i> Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Civil Aeronautics Board

2. MAJOR SUBDIVISION
Bureau of Domestic Aviation

3. MINOR SUBDIVISION
Special Authorities Division

4. NAME OF PERSON WITH WHOM TO CONFER
Curtis B. Maloy

5. TEL. EXT.
35088

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.

10/27/80 *John R. Hancock* Records Management Officer
 Date (Signature of Agency Representative) (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>Public Charter Files</u></p> <p>Four prospectus, promotional material, charter contracts, surety bond, depository agreements, related documents, and correspondence for one season only.</p> <p><u>Retention Period</u></p> <p>Transfer to FRC two years <i>when 2 yrs. old.</i> after completion of program. Destroy four years <i>when 4 yrs. old.</i> after completion of program.</p>	<p>NC 197-76-1, Items 67, 68, 69</p> <p><i>UCD</i> <i>RTB</i> <i>12/4/80</i></p>	

to agency, NNF, WURC - 12/29/80

Closed Out: 12-30-80: K.T.J.