•	,				
REC	UEST		R	A	UTHORITY
TO	DISPO	DSE	O	F	RECORDS

TO DISPOSE OF RECORDS (See Instructions on Reverse)	15	FEB 1 1 1976 NC1	15-76-20	
O: GENERAL SERVICES ADMINISTRATION, NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.	C. 20408	NOTIFICATION		
FROM (AGENCY OR ESTABLISHMENT) Veterans Administration		In accordance with the provision posal request, including amend	lments, is approved except for	
. MAJOR SUBDIVISION Department of Veterans Benefits MINOR SUBDIVISION		items that may be stamped "dis drawn" in column 10.	posal not approved`` or ''with-	
Field Stations				
NAME OF PERSON WITH WHOM TO CONFER W. Stewart	5. TEL. EXT. IDS 148-3662	6-14-16 Jan	week and	
CEPTIFICATE OF AGENCY PEPPESENTATIVE.	#40 200E	Date Archiv	ist of the United States	

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 naw needed far the business of this agency or will not be needed after the retention periods specified

TURNER

Assistant Administrator for

Planning and Evaluation (Signature of Agency Representative) (Title) 8. DESCRIPTION OF ITEM 10. SAMPLE OR ITEM NO. (With Inclusive Dates or Retention Periods) ACTION TAKEN JOB NO. EDUCATION AND REHABILITATION SERVICE 1. Counseling Folders. Records documenting NC 174-123 professional counseling afforded veterans and orphans in the election of occupational and/or educational objectives under laws administered Includes: records relating to by the VA. veteran's disability rating; prior education or training; personal information on counselee; test profile and related interpretive material; occupational exploration and appraisal; selection of objective; counseling record summary; and related material. Destroy folders on Chapter 34 cases upon exhaustion of veteran's maximum entitlement or upon exceeding the veteran's delimiting date of eligibility (10 years from discharge or release from active duty) whichever occurs first. Place incomplete hospital counseling folders for informal and abandoned applications for benefits in the Military File. LOAN GUARANTY SERVICE Loan Folders for Withdrawn or Rejected NNA 2a. Applications for Guaranteed or Insured Loans 2245

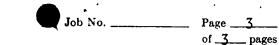
STANDARD FORM 115 Revised November 1970 Prescribed by General Services Administration FPMR (41 CFR) 101-11.4 115-105

Standard	Form	No.	1152
Promalgated	9-1-40	by.	
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REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
2b.	Loan Folders for Withdrawn or Denied Applications for Direct Loans	22/15	01. 6
	Destroy months after the application is with- drawn by lender or veteran, or is rejected by VA. Nonsupervised Lender Authorization File	2/22/77. per ar	cached (PL)
3.	Nonsupervised Lender Authorization File	*	(,,,,,,
	Destroy five (5) years from date lender last originated a loan.		
	*(Lenders Authorization File, NN 165-140)		
4.	Property Management Records Series	NN 165-140	
4a.	Property Management Folders on property with- drawn from property management custody or redeemed by owners before expenditure of VA funds for property expenses. Petain and	sami	ale.
4b.	Property Management Folders on property acquired in liquidation of guaranteed, insured, acquired and direct loans. Allane small sample	140 ian 15-7.	e 100- 6-6. 20-
4c.	Property Management Brokers' Control File Folders documenting day-to-day dealings with brokers other than on specific properties, such as: Fee management, availability of broker, assignments, and similar material.	UC'-15-	76-6.
	a. Place in related loan folder if PM folder has not been retired to FARC. Destroy folders retired to FARC in accordance with DVB Circular 20-69-11, 5 years after related loan is paid-infull.		
	b. Place in closed file for 3 years after sale; destroy 5 years after related loan is paid-in-fu		
	c. Destroy 5 years after the broker's services are terminated and after settlement of pending matters.		



REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	Simultaneous separate submission is being made to Administrative Services, GAO.		
	Prior to disposal of these records, consideration will be given to the moratorium on disposal of ADP records, pending outcome of the Federal antitrust suit against IBM.		