

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NC1-15-84-21	
DATE RECEIVED 8-31-84	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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 08/11/84	Archivist of the United States <i>[Signature]</i>

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

1. FROM (AGENCY OR ESTABLISHMENT)
Veterans Administration

2. MAJOR SUBDIVISION
Department of Veterans Benefits

3. MINOR SUBDIVISION
Field Stations

4. NAME OF PERSON WITH WHOM TO CONFER
Mrs. Marjorie M. Leandri

5. TEL EXT
389-3662

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 1 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 4/24/84	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Marjorie M. Leandri</i> LEONARD R. BOURGET <i>for</i>	E. TITLE Acting Director, Paperwork Management and Regulations Service
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	COIN EDU 174, Report of Education Overpayments by Facility Code (paper and microfiche formats)	<i>New Item</i>	
	<p><u>Disposition</u></p> <p>Destroy when six years old <i>and three months old.</i> Maintain in active files for one fiscal year then transfer to inactive storage for five years <i>and three months.</i></p>		