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)  
National Archives and Records Administration

2 MAJOR SUBDIVISION  
Office of Public Programs

3 MINOR SUBDIVISION  
Exhibits & Educational Programs Division

4 NAME OF PERSON WITH WHOM TO CONFER  
Emily Soapes, NEEX

5 TELEPHONE EXT  
523-5616

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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A GAO concurrence ☐ is attached, or ☒ is unnecessary

B DATE  
10/23/87

C SIGNATURE OF AGENCY REPRESENTATIVE  
Agency Records Officer

D TITLE  
Agency Records Officer

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Size: each sheet, 11 x 14 inches. App. 410 sheets total.</td>
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<tr>
<td></td>
<td>Volume: app. 3 running inches.</td>
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<tr>
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<td>Arrangement: random.</td>
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<td>For permanent retention.</td>
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<tr>
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<td>(Unscheduled, nonrecurring records)</td>
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<td>Offer immediately to the National Archives</td>
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</tbody>
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115*108 - 11-10-87  
NSN 7540-00-634-4064  
STANDARD FORM 115 (REV 8-83)  
Prepared by GSA  
FPMR (41 CFR) 101-11 4