

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO <b>NC1-173-84-3</b>	
DATE RECEIVED <b>2-23-84</b>	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	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 <b>2-29-84</b>	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)  
Federal Communications Commission

2. MAJOR SUBDIVISION  
Private Radio Bureau

3. MINOR SUBDIVISION  
Special Services Division

4. NAME OF PERSON WITH WHOM TO CONFER  
Debi Dunn

5. TEL EXT  
634-1535

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 2 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 <b>2/10/84</b>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Kathy Zichi</i>	E. TITLE Acting Chief, Records Management Branch
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ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
50.	Amendment to Items 50, 51 and 52 Job No. NC-173-78-2 dated 7-10-78  <u>Forfeiture Case Files</u> --These files are case files developed under Sections 510, 507, and Parts II and III of the Communications Act which states that any radio station (other than one licensed in the broadcast service) is liable to forfeiture for violations of certain FCC rules and regulations. The files consist of the original letter of notice of violation, licensee's reply, notice of forfeiture to FCC Finance Branch, and correspondence between licensee and FCC.  <u>Destroy three (3) years after closure of case.</u>	NC1-173-78-2 Item 50, dated 7-10-78	
51.	<u>Miscellaneous Enforcement Cases</u> --These files contain such cases as warning letters, unpaid forfeiture cases and other miscellaneous cases. The files are arranged by the name of the licensee.  <u>Destroy three (3) years after closure of case.</u>	NC1-173-78-2 Item 51, dated 7-10-78	

**Request for Records Disposition Authority - Continuation**

JOB NO  
NC-173-78-2

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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
52.	<p><u>Revocation and Cease and Desist Cases</u>--These files consist of information relating to the revocation of licenses for such causes as multiple violations, obscenity on the air and criminal use of the radio. The files consist of the violation notice, response to the notice, and order to show cause.</p> <p><u>Destroy</u> three (3) years after closure of case.</p> <p>Item 50 had a retention of:</p> <p>Transfer to Federal Records Center every six (6) months and destroy when five (5) years old.</p> <p>Items 51 &amp; 52 had a retention of:</p> <p>Transfer to Federal Records Center annually and destroy when five (5) years old.</p> <p>The Records Management Branch and Private Radio Bureau are requesting this change as soon as possible due to a shortage of filing space and not enough reference or research value to warrant further preservation of these records.</p>	NC1-173-78-2 Item 52, dated 7-10-78	