

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-220-95-2	DATE RECEIVED 1/24/95
1 FROM (Agency or establishment) Thomas Jefferson Commemoration Commission		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION		DATE 3-10-95	
4 NAME OF PERSON WITH WHOM TO CONFER Beth Scripps	5 TELEPHONE (804)973-7083	ARCHIVIST OF THE UNITED STATES <i>Cindy Huskamp Peterson</i>	

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 1-8-95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Elizabeth M. Scripps</i>	TITLE <i>Administrative Officer</i>
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7. ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
1.	<p>The Thomas Jefferson Commemoration Commission was established by Public Law 102-343 on August 17, 1992, to commemorate the 250th anniversary of the birth of Thomas Jefferson (April 13, 1743) The goals of the Commission were to plan and develop programs and activities devoted to perpetuating the achievements of Thomas Jefferson However, due to presidential transition, the Commission did not commence until July 1993 On March 15, 1994, the Commission submitted an interim report to the President The Commission terminated in November 1994.</p> <p>Program Files Correspondence, program descriptions, papers, and other materials dealing with the purpose and functions of various programs sponsored by the Commission Arranged by program and thereunder by subject. Volume 25 cubic feet</p> <p><u>Disposition</u> PERMANENT. Transfer immediately to the National Archives</p> <p><i>Copies sent to Agency, NL, NNT, NIA 3/11/95</i></p>		

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7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
2	<p>General Correspondence Files Correspondence of the Commission and the Commissioner Arranged alphabetically by Commission member Volume. .15 cubic feet.</p> <p><u>Disposition</u> PERMANENT. Transfer immediately to the National Archives.</p>		
3.	<p>Tax Exemption File Tax exemption forms and other related papers. Unarranged Volume. 03 cubic feet.</p> <p><u>Disposition</u> TEMPORARY. Destroy 3 years after period covered by related account</p>		
4	<p>Commission Meeting Files Minutes, press releases, photographs, handouts, and correspondence relating to the meetings of the Commission and the Executive Committee. Arranged chronologically by date of the meeting and thereunder by subject. Volume. 15 cubic feet.</p> <p><u>Disposition</u>: PERMANENT. Transfer immediately to the National Archives.</p>		
5.	<p>Fundraising Files Correspondence with foundations, copies of proposals, and other documents relating to fundraising activities of the Commission. Arranged by subject Volume. 25 cubic feet</p> <p><u>Disposition</u> PERMANENT. Transfer immediately to the National Archives</p>		
6.	<p>Congressional Correspondence Files Correspondence between the Commission and members of Congress Arranged by name of Congressman. Volume. 05 cubic feet</p> <p><u>Disposition</u>: PERMANENT. Transfer immediately to the National Archives</p>		

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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
7	<p>Report Files Reports, memorandum, and an audit relating to the activities of the Commission. Unarranged. Volume 05 cubic feet.</p> <p><u>Disposition:</u> PERMANENT. Transfer immediately to the National Archives</p>		
8.	<p>Thomas Jefferson Place Name File Reports, correspondence, memorandums, pamphlets, essays, and papers promoting and advocating the celebration of the 250th anniversary by schools and towns named after Thomas Jefferson or Monticello Unarranged Volume. 10 cubic feet.</p> <p><u>Disposition</u> PERMANENT Transfer immediately to the National Archives.</p>		