

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

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

**1. FROM (AGENCY OR ESTABLISHMENT)**

Department of the Treasury

**2. MAJOR SUBDIVISION**

United States Secret Service

**3. MINOR SUBDIVISION**

Headquarters and Field Offices

**4. NAME OF PERSON WITH WHOM TO CONFER**

Donald S. Lummis

**5. TEL. EXT.**

964-8366

**6. CERTIFICATE OF AGENCY REPRESENTATIVE:**

LEAVE BLANK	
DATE RECEIVED <b>AUG 8 8 1975</b>	JOB NO. <b>NC - 87-76-2</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 "with-drawn" in column 10.	
(Date)	Archivist 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 4 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

8-25-75 *Donald S. Lummis*  
Donald S. Lummis

Paperwork Management Officer

Date

(Signature of Agency Representative)

(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Attached herewith are copies of the proposed United States Secret Service Disposal Schedule, for Series indicated below, as shown in our Administrative Files Classification Code (ADM FCC)  300 - FINANCE AND ACCOUNTING (2 pages)  500 - EQUIPMENT, SUPPLIES, SPACE AND SERVICES (2 pages)		

*13 items*