

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

LEAVE BLANK	
JOB NO <b>NCI 59 78 0</b>	
DATE RECEIVED <b>6 APR 1978</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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
<b>4-10-78</b> Date	<i>James B. Rhoads</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)  
 Department of State

2. MAJOR SUBDIVISION  
 Bureau of Consular Affairs

3. MINOR SUBDIVISION  
 Visa Office

4. NAME OF PERSON WITH WHOM TO CONFER  
 Louis Day

5. TEL EXT  
 28806

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	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	
3/30/78	<i>Paul Murphy</i>	Chief, Records Management Staff	
7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Issued Visa Files  Immigrant visa case files, consisting of a copy of application for visa on form FS-510 with related and supporting documents and a carbon copy of form FS-511(OF-155).  Destroy six months after issuance  (Item currently in RMH,(B) number 9201)	RMH(B) No. 9201 1 pr.	1 item

*copy to agency 4/12/78 plus*