

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK <span style="float:right">RG 59</span>	
DATE RECEIVED <b>15 JUN 1973</b>	JOB NO. <b>173-335</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	
<b>JUN 28 1973</b> Date	<i>James B. Rhoads</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of State

2. MAJOR SUBDIVISION

Office of Budget and Finance

3. MINOR SUBDIVISION

Financial Services

4. NAME OF PERSON WITH WHOM TO CONFER

Paul F. Murphy, Jr.

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 \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified

6/14/73 (Date) *Donald J. Simon* (Signature of Agency Representative) Donald J. Simon, Chief OPR/RS (Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p><b>International Travel File</b></p> <p>Includes copies of authorization, all liquidation documents, and related documents and reports pertaining to freight shipments and passenger travel.</p> <p align="center">Destroy when 10 years old.</p> <p>NOTE: The files identified in NN-170-72, items 53 and 83 have been combined. Experience since this schedule was approved indicates that a longer retention is necessary in order to adequately research claims that are over 4 years old.</p>	<p>NN-170-72, Item 53 and 83</p>	

*item*