

RG 308

REQUEST FOR AUTHORITY  
TO DISPOSAL OF RECORDS

(See Instructions on Reverse)

RECEIVED 12/26/73 NC 174-121		LEAVE BLANK
DATE	JOB NO	
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	1-8-74	James B Rhoads Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)

United States Tax Court

2 MAJOR SUBDIVISION

Office of the Clerk of the Court

3 MINOR SUBDIVISION

Public Files Office

4 NAME OF PERSON WITH WHOM TO CONFER

Mr. Ralph A. Starnes

5 TEL EXT

184-3041

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

Dec. 20, 1973 (Date)      Howard A. Lawson (Signature of Agency Representative)      Chief Judge (Title)

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p>SMALL TAX CASES - "S" cases. Cases filed with the U.S. Tax Court where the deficiency determined by the Commissioner of IRS is \$1,000 or less (\$1,500 after Jan. 1, 1974) and where the Taxpayer has elected to proceed under the Court's expedited procedures and the final decision is made which is non-appealable and has no precedent value.</p> <p>Dispose of case file after one year <u>excluding</u> docket card, and orders or decisions signed by Judges or Commissioners of the Court that will be retained in a separate record series.</p>		

1 item

To NNF - 27 Dec 73