

M NCU
 27 Feb 79

**REQUEST FOR AUTHORITY
 TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

LEAVE BLANK	
DATE RECEIVED 2-23-79	JOB NO.
DATE APPROVED	NCI-53-79-2

TO: GENERAL SERVICES ADMINISTRATION,
 NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON 25, D. C.

NOTIFICATION TO AGENCY

- FROM (AGENCY OR ESTABLISHMENT)
Treasury Department
- MAJOR SUBDIVISION
Bureau of the Public Debt
- MINOR SUBDIVISION
Savings Bond Operations Office, Parkersburg, W. Va.
- NAME OF PERSON WITH WHOM TO CONFER
H. J. Hintgen
- TEL. EXT.

In accordance with the provisions of 44 U.S.C. 303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

2-26-79
 Date: *James B. Rhoads*
 Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for the head of this agency in matters pertaining to the disposal of records, and that the records described in this list or schedule of 1 pages are proposed for disposal for the reason indicated: ("X" only one)

- A The records have ceased to have sufficient value to warrant further retention.
- B The records will cease to have sufficient value to warrant further retention on the expiration of the period of time indicated or on the occurrence of the event specified.

2/13/79

Martin French
 Martin French

Assistant Commissioner

(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. (Ref. Item 16a on original)	<p>Savings bond transactions central name files.</p> <p>This is a centralized name file containing correspondence, forms, and data. Papers in the files pertain to transactions or involvement related to savings bonds and notes including, but not limited to, claims, interest payments, exchanges, and the transmittal of information.</p> <p>The files covering the years 1935 thru 1968 are in the Chicago Federal Records Center and comprise 12 batches; 1935-1951, 1952, 1953, 1954-1955, 1956-1957, 1958-1959, 1960-1961, 1962-1963, 1964-1965, 1966, 1967, and 1968. These 2½ million case files make up approximately 18,000 cubic feet of records.</p> <p>Files originating after 1968 are at this location and are managed through periodic appraisals of contents -- purging folders of decreasing significance.</p> <p><u>Destroy when 10 years old.</u></p> <p><u>Destroy purged documents annually.</u></p>	<p>NNA-1808 Item 16 + NCI-53- 78-4 Item 16a</p>	

Copies to Agency