

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

LEAVE BLANK	
JOB NO	<i>NCI-58-83-3</i>
DATE RECEIVED	<i>10-5-82</i>
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
<i>8-22-83</i> Date	<i>[Signature]</i> Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)  
 U.S. Department of the Treasury

2. MAJOR SUBDIVISION  
 Internal Revenue Service

3. MINOR SUBDIVISION  
 Facilities Management Division

4. NAME OF PERSON WITH WHOM TO CONFER  
 Raymond O'Brien

5. TEL. EXT.  
 376-0593

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 2 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 <i>9-22-82</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	E. TITLE Manager, Records Management Program
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><u>34. Enrolled Agent Case Files.</u></p> <p>Files consist of correspondence and related forms; such as Form 23, Application for Enrollment to Practice before the Internal Revenue Service; and Form 23A, Application for Permanent Enrollment Card; equivalent forms; and report of investigation.</p> <p>(a) Destroy 60 years after enrollment.</p>	NC 1-58-80-1	
2.	<p><u>35. Disbarred or suspended Enrolled Agent Case Files.</u></p> <p>Files of individuals who have not been reinstated after disciplinary action; those individuals who have been reinstated are reestablished in regular enrollee file after their reinstatement. Files consist of correspondence and forms related to the enrollee's applications, and correspondence and related information from the Director of Practice.</p>	New Item	

*Mass Data Cleanup Worksheet Required*

*Agency copy delivered 8/23/83. NCI sent 8-29-83 by DMMW  
 Copy to NCIW (Agency provided cleanup will take more than 90 days)*

**Request for Records Disposition Authority - Continuation**

JOB NO

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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
3.	<p>a) Destroy 25 years after disciplinary action taken.</p> <p>36. <u>Resigned Enrolled Agent Case Files (Resignation under 31 CFR, Section 10.55(b)).</u></p> <p>a) Destroy 25 years after date of resignation.</p>	New Item	
4.	<p>37. <u>Case Files of Individuals Whose Enrollment is Terminated for Reasons other than suspension, Disbarment, or Resignation under 31 CFR, Section 10.55(b).</u></p> <p>a) Destroy 5 years after termination of enrollment.</p>	New Item	