

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB #

N1-297-86-1

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

DATE RECEIVED

4-1-86

1 FROM (Agency or establishment)

Library of Congress

NOTIFICATION TO AGENCY

2 MAJOR SUBDIVISION

Central Services Division

In accordance with the provisions of 44 USC 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

Janet A. Smith

5 TELEPHONE EXT

287-5590

DATE

12-10-86

ARCHIVIST OF THE UNITED STATES

Frank A. Burke

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, and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 3/25/86	C SIGNATURE OF AGENCY REPRESENTATIVE <i>Janet A. Smith</i>	D TITLE Records Officer and Chief, Central Services Division
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
1	<p>Jukebox Applications (Forms JB, JB/CON and JB/R), 1978 - Statements of Account (Forms CS/SA-1, CS/SA-2 and CS/SA-3), 1978- Cable Initial Notices of Identity, Notices of Change of Ownership, Notices of Change of Signal Carriage Complement and related correspondence, 1977 -</p> <p>The original paper copies of the above cited forms, cable notices, and related correspondence, (samples attached) are retained by the Licensing Division, Copyright Office, when these forms are issued to a jukebox operator or a cable system owner obtaining a compulsory license. It is recommended that original copies of these records be retained for a period of 3 years, 17 USC 507. After the 3 year limitation period, the Licensing Division wishes to dispose of the original paper copies and retain the microforms. These records are microfilmed on a yearly basis which began in 1982. The described records are microfilmed in accordance with the provisions set forth in <u>36 CFR 1230.20</u>. These microfilm records are stored in an underground storage facility. The storage conditions for the silver original microforms adhere to the standards specified in <u>36 CFR 1230.20</u> and <u>36 CFR 1230.24</u>. The first inspection was conducted in July 1984.</p> <p>It is hereby requested that approval be granted to dispose of the original paper copies after the 3 year limitation period on these records and to dispose of the microfilm copy when no longer needed.</p>		

12/12/86 LC, NNL