

RAD

SECRET
(When Filled In)

RECORDS RETIREMENT REQUEST				ASSIGNED BY RECORDS CENTER	
				JOB NO. 72-B-505	
Submit original and 4 copies to Records Center. Two copies will be returned to the originating office. Additional copies may be prepared as indicated by your RAO.				For Reference Service on Records Transferred to Storage Complete Form 490 and Refer to Above Job Number.	
PART I (TO BE COMPLETED BY THE RECORDS CUSTODIAN)					
TO: CHIEF, ARCHIVES AND RECORDS CENTER		FROM: (Office) BDS&T		DIVISION OSA	
		BRANCH B&FD/OSA		SECTION	
APPLICATION IS MADE FOR RETIREMENT OF THE RECORDS DESCRIBED BELOW					
DESCRIPTION OF FILE SERIES (Use description in Records Control Schedule and inclusive dates.) IF NECESSARY TO LIST RECORDS, USE FORM NO. 140a, RECORDS SHELF LIST (Check appropriate box below.)					
<p>THESE FILES CONSIST OF STATION VOUCHERS, RECEIPTS, SCHEDULES AND OTHER SUPPORTING DATA APPLICABLE TO FINANCIAL ACCOUNTINGS</p>					
<input type="checkbox"/> SHELF LIST ATTACHED			<input type="checkbox"/> SHELF LIST INCLUDED IN TRANSFER		
CLASSIFICATION OF RECORDS TS-B			FILE EQUIPMENT OCCUPIED BY RECORDS <input type="checkbox"/> LETTER <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> LEGAL 1.5 NUMBER OF DRAWERS		
APPROXIMATE REFERENCE ACTIVITY PER MONTH					
LOCATION OF RECORDS					
BUILDING	ROOM	EXTENSION	DATE	SIGNATURE OF RECORDS CUSTODIAN	
	1D-08		3 MARCH 72		
PART II (TO BE COMPLETED BY THE RECORDS ADMINISTRATION OFFICER)					
TYPE OF MATERIAL			<input type="checkbox"/> RECORD <input checked="" type="checkbox"/> NON-RECORD		
RESTRICTIONS ON USE OF RECORDS (If no restrictions write "None")					
"TO BE OPENED BY OSA AND RECORDS CENTER PERSONNEL ONLY"					
DISPOSITION AUTHORIZATION					
CITE SCHEDULE OR AUTHORITY XXXXX 93-67-3 ITEM 4e				SCHEDULED DESTRUCTION DATE PERMANENT	
BUILDING	ROOM	EXTENSION	DATE		
	1D-08		3 MARCH 72		

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PART III (TO BE COMPLETED BY THE RECORDS CENTER)

REFERENCE ACTIVITY

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL

STORAGE LOCATION

JOB NO.	AREA	ROW	SPACE
72-B-505			

DISPOSAL ACTIVITY

OFFICE	DIVISION	BRANCH	SECTION	DISPOSAL DATE
72-B-505 DDS&T	OSA			PERM

AUTHORITY FOR DISPOSAL

SCHEDULE NO. (or List)	PAGE	ITEM
		4E

REMARKS

RECEIPT PROCESSING

CUBIC FEET	NO. OF CONTAINERS	TYPE OF CONTAINERS	DATE RE
3	3	RC	15 Mar

SECRET

2 March 1972

RECORDS SHELF LIST			JOB NO. 72-B-505
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 3
OFFICE	DIVISION	BRANCH	SECTION
DDS&T	OSA	B&FD	
CONTAINER NO.	DESCRIPTION AND DATES		
Box 1 Item 4e	<div style="border: 1px solid black; display: inline-block; width: 80px; height: 20px; vertical-align: middle;"></div> FINANCIAL RECORDS FOR FISCAL YEARS 1969, 1970 AND 1971		
	<p><u>RECREATION FUND:</u></p> <p>Cancelled Checks and Statement of Accounts FY-69.</p> <p>Profit and Loss Statements for FY-67 and FY-68.</p> <p>Disbursing Vouchers No. 51 - 130-69, 16 Oct. 68 thru 30 June 69.</p> <p>Collection Vouchers No. 151 - 226-69, 17 Oct. 68 thru 31 Jan. 69.</p> <p style="padding-left: 40px;">" " No. 227-69 dated 1 Feb. 69 thru 30 June 69.</p> <p>Kadena June Acctg. dated 1 July 68. (2 packages)</p> <p>Station Vouchers No. 1 - 1 July 68 thru Voucher 122, 30 Sept. 68.</p>		

25X1

2 March 1972

RECORDS SHELF LIST			JOB NO. 72-B-505
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 3
OFFICE	DIVISION	BRANCH	SECTION
DDS&T	OSA	B&FD	
CONTAINER NO.	DESCRIPTION AND DATES		
Box 2 Item 4e	<div style="border: 1px solid black; width: 80px; height: 30px; display: inline-block; vertical-align: middle;"></div> <u>FINANCIAL RECORDS FOR FISCAL YEARS 1969, 1970 AND 1971</u> 25X1 <p>Station Vouchers No. 123 dated 1 Oct. 68 thru 328 dated 30 June 69.</p> <p>EG&G, Inc. - Record of F-27 Aircraft Payment, final billings and releases.</p> <p>Station Vouchers No. 1, 1 July 69 thru 54, 30 Nov. 69.</p> <p>TRAVEL ORDER FY 71</p> <p>TRAVEL ORDERS FY =70</p> <p>TRAVEL ORDERS 1 JULY 65 thru 30 JUNE 66 30 JUNE 70</p> <p>MISC 1970 TRAVEL ORDERS</p>		

2 March 1972

RECORDS SHELF LIST			JOB NO. 72-B-505
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OFFICE	DIVISION	BRANCH	SECTION
DDS&T	OSA	B&FD	
CONTAINER NO.	DESCRIPTION AND DATES		
Box 3 Item 4e	<div style="border: 1px solid black; display: inline-block; width: 80px; height: 40px; margin-bottom: 5px;"></div> FINANCIAL RECORDS FOR FISCAL YEARS 1969, 1970 AND 1971		
	Station Voucher No. 55, 1 Dec. 69 thru 129, 30 June 70. " " " 1, 1 July 70 thru 163, June 71.		
	<div style="border: 1px solid black; display: inline-block; width: 80px; height: 40px; margin-bottom: 5px;"></div> Air Service Invoices 30 June 66 - 30 June 67		
	1 July 67 - 30 June 68 1 July 68 - 31 July 69		

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