

SECRET
(When Filled In)

RECORDS RETIREMENT REQUEST				ASSIGNED BY RECORDS CENTER	
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.				JOB NO. 72-B-535	
				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: DDS&T <small>(Office)</small>		DIVISION OSA	
		BRANCH FINANCE		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. ALSO APPROVED VOUCHERS, WITH SUPPORTING DOCUMENTATION. THEY ARE MAINTAINED BY VOUCHER NUMBER.</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 6.5 NUMBER OF DRAWERS		
APPROXIMATE REFERENCE ACTIVITY PER MONTH					
LOCATION OF RECORDS					
BUILDING	ROOM	EXTENSION	DATE	SIGNATURE OF RECORDS CUSTODIAN	
	1D-08		28 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") <p style="text-align: center;">"TO BE OPENED BY OSA AND RECORDS CENTER PERSONNEL ONLY"</p>					
DISPOSITION AUTHORIZATION				SCHEDULED DESTRUCTION DATE	
CITE SCHEDULE OR AUTHORITY 93-67-3 ITEM 4b & 4e				PERMANENT	
BUILDING	ROOM	EXTENSION	DATE		
	1D-08		28 MRCH 72		

25X1
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ZJA1

RECORDS SHELF LIST			JOB NO. 72-B-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 13
OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	General Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
1	Voucher Registers 3301-4000 1 Dec 70 - 29 Dec 70		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	Credit Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
2	Voucher Registers 4001-4800 29 Dec 70 - 3 Feb 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 13
OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	Center Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
3	4801-5800 Vouchers Registers 3 Feb 71 - 11 Mar 71		

RECORDS SHELF LIST			JOB NO. 72-8-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 13
OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	Comp. Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
4	5501-6300 Voucher Registers 11 Mar 71 - 9 Apr 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 13.
OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	Courtesy Payment	
CONTAINER NO.	DESCRIPTION AND DATES		
5	Voucher Registers 6301-7000 9 Apr 71 - 13 May 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 13
OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F	Center Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
6	Voucher Registers 7001-7000 13 May 71 - 14 Jun 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
<i>NOTE: Prepare in Triplicate and submit original and one to Records Center</i>			TOTAL NO. OF CONTAINERS 213
OFFICE	DIVISION	BRANCH	SECTION
OSA/BDS&T	B&F	Center Payments	
CONTAINER NO.	DESCRIPTION AND DATES		
7	Voucher Registers 7701-8300 14 Jun 71 - 30 Jun 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F		
CONTAINER NO.	DESCRIPTION AND DATES		
8	VOUCHER REGISTERS 0001-0600 1 Jul 71 - 29 Jul 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F		
CONTAINER NO.	DESCRIPTION AND DATES		
9	VOUCHER REGISTERS 0601-1300 29 Jul 71 - 26 Aug 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F		
CONTAINER NO.	DESCRIPTION AND DATES		
10 R	VOUCHER REGISTERS 1301-2000 26 Aug 71 - 28 Sept 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F		
CONTAINER NO.	DESCRIPTION AND DATES		
11	VOUCHER REGISTERS 2001-2800 28 Sept 71 - 29 Oct 71		

RECORDS SHELF LIST			JOB NO. 72-B-535
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OFFICE	DIVISION	BRANCH	SECTION
OSA/DDS&T	B&F		
CONTAINER NO.	DESCRIPTION AND DATES		
12 13	VOUCHER REGISTERS 2801-3500 29 Oct 71 - 29 nov 71		

RECORDS SHELF LIST			JOB NO. 72-B-535	
NOTE: Prepare in Triplicate and submit original and one to Records Center			TOTAL NO. OF CONTAINERS 13.	
OFFICE	DIVISION	BRANCH	SECTION	
DDS&T	OSA	B&FD		
CONTAINER NO.	DESCRIPTION AND DATES			
<p>Box 13 of 13</p> <p>Item 4e</p>	<p style="text-align: center;"><u>Station Accounting Files</u></p> <p>1 December 1970 thru 30 November 1971</p> <p style="text-align: center;">" " "</p> <p style="text-align: center;">" " "</p> <p style="text-align: center;">" " "</p> <p>STORAGE May 1967 thru 23 Feb. 1971</p>			25X1