RMS ELECTRONIC MEDIA TRANSFER REQUEST											
1. Agency No.	2. Schedule No.	3. Records Series No.		5. Date Completed							
6. Department		7. Division			8. Bureau	8. Bureau					
9. Person to Contact		10. Title			11. Telephon	11. Telephone Number					
12. Location of Records		13. Access Restriction 14. Retention Period		14. Retention Period	DISPOSITION CODES D-Destroy P-Permanent A-Archive						
7. Agency 18. Description of Mec Cartridge Number		ia Contents (Year, Range)			15. Disposi Date	tion Code	16. Electronic Media Vault Location Number				

19. Received By 20. Title 21. Date Received 22. Remarks

		RMS ELEC	TRONI	C MEDIA TRANSFER REQI	JEST			
1. Agency No.	2. Schedule No.	3. Records Series No. 4. I		5. Date Completed				
6. Department		7. Division			8. Bureau			
					44 7 1 1 1			
9. Person to Contact		10. Title			11. Telephone Number			
12. Location of Records		13. Access Restriction 14. Retention Period			DISPOSITION CODES			
12. Location of Records		13. Access Restriction		14. Retention Feriod	Di	DISTOSTITION CODES		
						D-Destroy P-Permanent A-Archive		
17. Agency	18. Description of Med	dia Contents (Year, Range)			15. Disposition 16. Electronic Media Vault			
Cartridge Number					Date	Code	Location Number	
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19. Received By 20. Title 21. Date Received 22. Remarks