

Oviatt Library

Special Collections & Archives

Special Collections • International Guitar Research Archives • Old China Hands Archives • Urban Archives • University Archives

Records Transfer Authorization

College: _____

Department: _____

Name: _____ Extension: _____

Email address: _____

Description	Date Span	Quantity / Volume

Restrictions

No Restrictions

Statutory*: _____

University Imposed: _____

Box List Attached

Yes No

I hereby authorize the transfer of the described inactive records to the Oviatt Library.

Head of College, Department, or Administrative Unit

Date

Staff Use Only

Rcv'd by: _____ Date: _____ Acc. No.: _____

* Statutory restrictions are those which are imposed by Federal or California laws.