



VA RECORDS CENTER AND VAULT (RC&V) REFERENCE REQUEST

NOTE: Use a separate form for each request.

TO VA Records Center and Vault (RC&V) 11793 Lime Kiln Drive Neosho, MO 64850	ACCESSION NO.	BOX NUMBER OF
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DESCRIPTION OF RECORD(S) OR INFORMATION REQUESTED

REMARKS

NATURE OF SERVICE

FURNISH COPY OF RECORD(S) ONLY
 PERMANENT WITHDRAWAL
 TEMPORARY LOAN OF RECORD(S)
 REVIEW
 OTHER (Specify)

NAME OF REQUESTER	COMMERCIAL TELEPHONE NO. (Include Area)	DATE
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TRANSFERRING FACILITY OFFICIAL (Signature and title)	DATE
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NAME AND ADDRESS OF OFFICE/AGENCY (Include street address, building, room no. and ZIP Code)

FOR USE BY RC&V

<input type="checkbox"/> RECORDS DESTROYED <input type="checkbox"/> RECORDS NOT IN RC&V CUSTODY <input type="checkbox"/> WRONG BOX NUMBER -- PLEASE RECHECK <input type="checkbox"/> ADDITIONAL INFORMATION REQUIRED TO IDENTIFY RECORDS REQUESTED <input type="checkbox"/> MISSING (Neither record(s) or information found in container(s) specified) <input type="checkbox"/> RECORDS PREVIOUSLY CHARGED OUT TO (Name, office/agency and date):	REMARKS			

DATE	SERVICE PERFORMED	TIME REQUIRED	SEARCHER'S INITIALS