

ALASKA ARCHIVES RECORDS REQUEST

1. Department	2. Division	3. Agency Name	4. Account Number
5. Requested By		6. Phone No.	7. Date
8. Pick-up/Delivery Address			

SERVICE REQUESTED

- Temporary File Withdrawal
- Temporary Box Withdrawal
- Review at Records Center
- Permanent Withdrawal
- Deliver to Office (see section 8)
- Pick-up/Return boxes or files (see section 8)
- Other:

ITEMS REQUESTED

BARCODE NO.

ITEMS REQUESTED	BARCODE NO.

Printed Name _____ Signature _____