

RECORDS DISPOSITION SCHEDULE 36

LOCAL HOUSING AUTHORITY FINANCIAL REPORTS

This schedule covers Headquarters Finance and Accounting copies of Local Housing Authority financial reports. (This was PHA 2667.)

<u>Item No.</u>	<u>Description of Records</u>	<u>Disposition</u>
1.	Preliminary Loan Contracts (Reports). HUD-52601, Balance Sheet, Preliminary Loan Period. HUD-52602, Statement of Preliminary Planning Cost.	Retire to the Federal Records Center 3 years after loan has been repaid, canceled, or a lien established. Destroy 7 years thereafter. (NARA Job II-NN-3585, item 1)
2.	Annual Contribution and Administration Contracts (Reports). HUD-52595, Balance Sheet. HUD-52596, Statement of Income and Expenses and Changes in Accumulated Surplus or Deficit from Operations. HUD-52599, Statement of Operating Receipts and Expenditures. HUD-52266, Statement and Voucher for Accruing Annual Contributions. HUD-52435, Statement and Voucher for Accruing Annual Contributions (For Non-Permanently Financed P.L. 671 Projects). HUD-52603, Statement of Initial Operating Income and Expense. HUD-52267, Computation of Payments in Lieu of Taxes. HUD-52555, Statement of Expenses Incurred for Public Services to Which the Projects are Entitled Under the Provisions of the Cooperation Agreement.	Retire to the Federal Records Center 3 years after period covered by the report. Destroy 7 years thereafter. (NARA Job II-NN-3585, item 2)
	Local Housing Authority Journal Vouchers.	