



Ford Motor Company Archives

Accession for donation to Henry Ford Museum

Accession number AR-2001-56-1842
Date range 1955-1956
Size (in cubic ft.) 1
Description Publication "Mercury Messenger" for 1955-1956

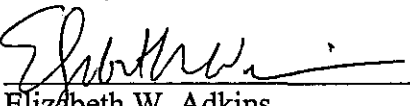
Approvals for transfer (signature and date)



Jamie Myler
Access Review Archivist

14 August 2001

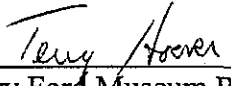
date



Elizabeth W. Adkins
Global Information Manager

8/14/01

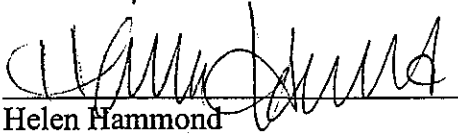
date



Henry Ford Museum Representative

1/9/02

date



Helen Hammond
Office of General Counsel

Dec 4/01

date

received by / date

DO WE NEED THESE

MD-463 P

**REQUEST FOR STORAGE
OF INACTIVE RECORDS**
(SUBMIT IN QUADRUPPLICATE)
RRS
TO: Central Record Depository
Highland Park, Michigan
JUNE 1952

DO NOT WRITE IN THIS SPACE

DATE: **NOV 16 1956** ACCESSION NUMBER: **56-1842**

DATE	SUBSEQUENT ACTION			
STORED:	AREA	ROW	SECTION	SHELF
	A4	34	D	33

DESTRUCTION RECORD

METHOD OF DESTRUCTION: **AAZ-16F61**

PLACE OF DESTRUCTION:

SIGNATURE OF WITNESS TO DESTRUCTION:

NAME AND TITLE OF WITNESS:

FROM: Mercury Division
Sales Council Section
Dearborn, Michigan

YES DAF

THE RECORDS IDENTIFIED BELOW ARE NO LONGER NEEDED FOR CURRENT OPERATIONS

1. PRESENT LOCATION OF RECORDS Mercury Division	3. PERSON IN CHARGE OF RECORDS S. J. Wolfe TELEPHONE NUMBER LUzon 2-3000
2. RECORDS RELATE TO THE OPERATIONS OF	4. ACTIVITY OF RECORDS <input type="checkbox"/> SEMI-ACTIVE <input checked="" type="checkbox"/> INACTIVE
A. STAFF OR DIVISION Mercury Division	5. VOLUME
B. OFFICE General Sales Office	A. NO. OF CARTONS 2 1
C. DEPT. Sales Promotion	B. SIZE OF CARTON P-108
D. SECTION Sales Council	6. ARRANGEMENT OF RECORDS (e. g. Alphabetic name, subject, numeric, etc.) Months & year
7. IDENTIFYING DESCRIPTION OF THE RECORDS. (Specify Form Nos. and Titles) Box 1 - 1955 - 1956 Valt copies Sales Councilor, Mercury Messenger publications. Box 2 - Confidential survey used in July Messenger 1954 and 1955. I.B.M. salesmen's point standings.	
8. INCLUSIVE DATES OF RECORDS IDENTIFIED IN ITEM 7: FROM 1954 TO 1956	
9. RETENTION DATA A. <input checked="" type="checkbox"/> RETAIN PERMANENTLY <input type="checkbox"/> STORE UNTIL Permanent THEN DESTROY B. DISPOSITION AUTHORITY: OK MJB Be 2/1/57	
10. REQUESTED BY Stewart J. Wolfe, Supervisor TITLE Sales Council Section	APPROVED BY: R. H. Rammew 11-12-56 RECORDS MANAGEMENT REPRESENTATIVE DATE

Make Reference check 1/6/57

A duplicate copy will be returned to originating unit with an assigned Accession Number. Requests for records or information should refer to this Accession Number in order to facilitate service.