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This document forms part of the Preliminary Guide to the University of Washington School of Drama Records. To find out more about the history, context, arrangement, availability and restrictions on this collection, click on the following link:

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RECORDS TRANSMITTAL AND RECEIPT	TO BE COMPLETED AT UNIVERSITY RECORDS CENTER	
	ACCESSION NO. 71-41	RECORD GROUP NO. 19.18
INSTRUCTIONS Send original and one copy to University Records Center.	SIGNATURE <i>Peterman Lellan</i>	DATE RECORDS RECEIVED 9-22-71
	TITLE Records Center Manager	
FROM: (Name and address of Agency transferring records) School of Drama BH-20	TO: University Records Center 3902 12th Avenue N.E. HO-10	

1. CITE SECURITY CLASSIFICATION AND/OR RESTRICTION ON USE OF RECORDS, IF ANY

2. SQUARE FEET OF SPACE CLEARED		3. FILING EQUIPMENT EMPTIED			4. CUBIC FEET OF RECORDS TRANSFERRED
A. OFFICE	B. STORAGE	A. FILE CABINETS (No.)	B. TRANS. FILES (No.)	C. SHELVING (Lin. Ft.)	0.5 (*)
5. NAME OF AGENCY CUSTODIAN OF RECORDS Arlene K. Hamilton			6. BUILDING AND ROOM NO. Drama-TV 113		7. TELEPHONE NO. 3-5140
8. MAY THE RECORDS BE DESTROYED AS SCHEDULED WITHOUT FURTHER AGENCY CONCURRENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO					
9. AGENCY OFFICIAL (Signature) <i>Arlene K. Hamilton</i>			10. TITLE Academic Secretary		11. DATE 10-5-71
12. BOX NUMBERS URC ONLY AGENCY		13. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES (Show organizational component creating records.)			14. RETENTION PERIOD

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1		<p style="text-align: center;">Records of the School of Drama-- Chairman's Correspondence</p> <p>American Educational Theatre Assn. (AETA) Correspondence 1964-67</p> <p>American National Theatre and Academy (ANTA) Correspondence 1963-64</p> <p>National Theatre Company Correspondence 1961-64</p> <p>National Union Theatre Festival Correspondence 1964</p> <p>Northwest Drama Conference--correspondence 1964-67</p> <p>Northwest Drama Conference--correspondence 1967-68</p> <p>Northwest Drama Conference--correspondence 1967-69</p> <p>Recommendations 1962-65</p> <p>Recommendations 1965-67</p> <p>Seattle Repertory Theatre Correspondence 1963, 1966, 1969, 1970</p> <p>Theatre Communications Group correspondence 1963-68</p> <p style="margin-top: 20px;">(*) 5-inch document case</p>	Archival
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