**NATIONAL ARCHIVES OF THE PHILIPPINES**  
Pambansang Sinupan ng Pilipinas  
TRANSMITTAL AND RECEIPT OF  
NON-CURRENT PUBLIC RECORDS

<table>
<thead>
<tr>
<th>AGENCY NAME:</th>
<th>ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECORDS CUSTODIAN: (Name and Signature)</td>
<td>TRANSFERRING OFFICIAL: (Name and Signature)</td>
</tr>
</tbody>
</table>

Restriction on Access to Records  
(Please check box)  
☐ RESTRICTED  
☐ NO RESTRICTIONS  
If Restricted, Indicate at least two (2) authorized personnel to access/retrieve records (Name and Position):  
1) _______________________  2) _______________________  

Amenable to any finding and/or discrepancies/inconsistencies in the listings, label, volume, physical state of the records transferred.

<table>
<thead>
<tr>
<th>BOX NUMBERS</th>
<th>RECORDS SERIES TITLE AND DESCRIPTION</th>
<th>INCLUSIVE DATES</th>
<th>VOLUME (in cu.m.)</th>
<th>DISPOSAL AUTHORITY (GRDS/ RDS Item No.)</th>
</tr>
</thead>
</table>

**TO BE ACCOMPLISHED AT THE RECORDS CENTER**  
ACCESSION NUMBER:  
RECEIVED BY:  
POSITION:  
DATE RECEIVED:  
Accomplish in 3 copies