

FILE CONTROL SHEET

8 May  
(DATE)

COLUMN 1

COLUMN 2

Subject: Letter to Mr.  
Robert Sargent

Indexed: Previously  
(DATE)

Is action complete: No Yes

What will complete action: Sign. of  
Adm. (Sargent 15 May)

Is a follow-up to the completed action necessary: No

If so, has note been placed in Suspense File:

Does this document materially modify existing policy:

If so, has note to that effect been attached to file copy of the previous policy:  
(Do not enter "Yes" until sure that new document is approved.)

Is cross-reference additional to the indexing desirable:

If so, has the cross-reference been set up: