

## National Archives and Records Administration

## § 1253.7

Drive, Fort Worth, Texas 76140. The hours are 8 a.m. to 4:30 p.m., Monday through Friday. The telephone number is 817-551-2000.

(j) NARA—Rocky Mountain Region (Denver) is located at Building 48, Denver Federal Center, West 6th Ave. and Kipling Street, Denver, CO (mailing address: PO Box 25307, Denver, CO 80225-0307). The hours are 7:30 a.m. to 4 p.m., Monday through Friday. The telephone number is 303-407-5700.

(k) NARA—Pacific Region (San Francisco) is located at 1000 Commodore Dr., San Bruno, CA 94066-2350. The hours are 7:30 a.m. to 4 p.m., Monday through Friday. The telephone number is 650-238-3500.

(l) NARA—Pacific Region (Riverside) is located at 23123 Cajalco Road, Perris, CA 92570-7298. The hours are 8:45 a.m. to 3 p.m., Monday through Friday for scheduled appointments. The telephone number is 951-956-2000.

(m) NARA—Pacific Alaska Region (Seattle) is located at 6125 Sand Point Way, NE., Seattle, WA 98115-7999. The hours are 7:45 a.m. to 4:15 p.m., Monday through Friday. The telephone number is 206-336-5115.

[65 FR 38730, June 22, 2000, as amended at 67 FR 43255, June 27, 2002; 68 FR 33405, June 4, 2003; 69 FR 32877, June 14, 2004; 71 FR 35395, June 20, 2006; 73 FR 6031, Feb. 1, 2008]

### § 1253.7 Regional Archives.

Most regional archives offer extended research room hours for microfilm research only. Information on extended hours is available from individual facilities. Regional archives are closed on Federal holidays. Information on each regional archives facility is as follows:

(a) NARA—Northeast Region (Boston) is located in the Frederick C. Murphy Federal Center, 380 Trapelo Rd., Waltham, MA 02452. Hours are 8 a.m. to 4:30 p.m., Monday through Friday. The telephone number is 781-663-0144 or Toll Free 1-866-406-2379.

(b) NARA—Northeast Region (Pittsfield, MA) is located at 10 Conte Drive, Pittsfield, MA 01201-8230. The hours are 8 a.m. to 4:30 p.m., Monday through Friday. The telephone number is 413-236-3600.

(c) NARA—Northeast Region (New York City) is located at 201 Varick St.,

New York, NY 10014-4811. The hours are 8 a.m. to 4:30 p.m., Monday through Friday. The telephone number is 212-401-1620.

(d) NARA—Mid Atlantic Region (Center City Philadelphia) is located at the Robert N.C. Nix Federal Building, 900 Market St., Philadelphia, PA 19107-4292 (Entrance is on Chestnut Street between 9th and 10th Streets). The hours are 8 a.m. to 5 p.m., Monday through Friday. The telephone number is 215-606-0100.

(e) NARA—Southeast Region (Atlanta) is located at 5780 Jonesboro Road, Morrow, GA 30260. The hours are 8:30 a.m. to 5 p.m., Tuesday through Saturday. The telephone number is 770-968-2100.

(f) NARA—Great Lakes Region (Chicago) is located at 7358 S. Pulaski Rd., Chicago, IL 60629-5898. The hours are 8 a.m. to 4:15 p.m., Monday through Friday. The telephone number is 773-948-9000.

(g) NARA—Central Plains Region (Kansas City) is located at 2312 E. Bannister Rd., Kansas City, MO 64131-3060. The hours are 7:30 a.m. to 4 p.m., Monday through Friday. The telephone number is 816-926-6920.

(h) NARA—Southwest Region (Fort Worth) is located at 501 West Felix St., Bldg. 1, Dock 1, Fort Worth, TX (mailing address: P.O. Box 6216, Fort Worth, TX, 76115-0216). The hours are 6:30 a.m. to 4 p.m., Monday through Friday. The telephone number is 817-334-5525.

(i) NARA—Rocky Mountain Region (Denver) Textual Research room is located at Building 48, Denver Federal Center, West 6th Ave. and Kipling Street, Denver, CO. The hours are 7:30 a.m. to 3:45 p.m., Monday through Friday. The telephone number is 303-407-5740. The Microfilm Research room is located at Building 46, Denver Federal Center, West 6th Ave. and Kipling Street, Denver, CO. (The mailing address: PO Box 25307, Denver, CO 80225-0307). The hours are 7:30 a.m. to 3:45 p.m., Monday through Friday. The telephone number is 303-407-5751.

(j) NARA—Pacific Region (Laguna Niguel, CA) is located at 24000 Avila Rd., 1st Floor East Entrance, Laguna Niguel, CA, 92677-6719. The hours are 8

## § 1253.8

a.m. to 4:30 p.m., Monday through Friday. The telephone number is 949-360-2641.

(k) NARA—Pacific Region (San Francisco) is located at 1000 Commodore Dr., San Bruno, CA 94066-2350. The hours are 7:30 a.m. to 4 p.m., Monday through Friday. The telephone number is 650-238-3501.

(l) NARA—Pacific Alaska Region (Seattle) is located at 6125 Sand Point Way, NE., Seattle, WA 98115-7999. The hours are 7:45 a.m. to 4:15 p.m., Monday through Friday. The telephone number is 206-336-5115.

(m) NARA—Pacific Alaska Region (Anchorage) is located at 654 West Third Avenue, Anchorage, AK 99501-2145. The hours are 8 a.m. to 4 p.m., Monday through Friday. The telephone number is 907-261-7820.

(n) National Personnel Records Center archival research room is located at 9700 Page Ave., St. Louis, MO 63132-5100. The hours are 10 a.m. to 4 p.m., Tuesday through Friday, except Federal holidays.

[65 FR 38730, June 22, 2000, as amended at 67 FR 43255, June 27, 2002; 68 FR 33405, June 4, 2003; 69 FR 32877, June 14, 2004; 70 FR 22800, May 3, 2005; 71 FR 42060, July 25, 2006]

### § 1253.8 Are NARA research room facilities closed on Federal holidays?

NARA research room facilities are closed on all Federal holidays.

[71 FR 42060, July 25, 2006]

## PART 1254—USING RECORDS AND DONATED HISTORICAL MATERIALS

### Subpart A—General Information

Sec.

1254.1 What kinds of archival materials may I use for research?

1254.2 Does NARA provide information about documents?

1254.4 Where and when are documents available to me for research?

1254.6 Do I need a researcher identification card to use archival materials at a NARA facility?

1254.8 What information do I need to provide when applying for a researcher identification card?

1254.10 For how long and where is my researcher identification card valid?

1254.12 Will NARA log or inspect my computer, other equipment, and notes?

## 36 CFR Ch. XII (7-1-08 Edition)

1254.14 Are some procedures in regional archives and Presidential libraries different from those in the Washington, DC, area?

### Subpart B—Research Room Rules

#### GENERAL PROCEDURES

1254.20 What general policies apply in all NARA facilities where archival materials are available for research?

1254.22 Do I need to register when I visit a NARA facility for research?

1254.24 Whom does NARA allow in research rooms?

1254.26 What can I take into a research room with me?

1254.28 What items are not allowed in research rooms?

1254.30 Does NARA provide any supplies?

1254.32 What rules apply to public access use of the Internet on NARA-supplied computers?

#### RULES RELATING TO USING ORIGINAL DOCUMENTS

1254.34 What are my responsibilities when using documents?

1254.36 What care must I take when handling documents?

1254.38 How do I keep documents in order?

1254.40 How does NARA prevent removal of documents?

#### RULES RELATING TO USING MICROFILM

1254.42 What are the rules that apply to using self-service microfilm?

1254.44 How long may I use a microfilm reader?

#### OTHER CONDUCT RULES

1254.46 Are there other rules of conduct that I must follow?

1254.48 When does NARA revoke research privileges?

1254.50 Does NARA consider reinstating research privileges?

1254.52 Can NARA extend the period of revoked research privileges?

### Subpart C—Copying Archival Materials

#### GENERAL INFORMATION

1254.60 What are NARA's copying services?

1254.62 Does NARA have archival materials protected by copyright?

1254.64 Will NARA certify copies?

#### RULES RELATING TO SELF-SERVICE COPYING

1254.70 How may I make my own copies of documents?

1254.72 What procedures do I follow to copy documents?