

§ 1253.7

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19154-1096. The telephone number is 215-305-2000.

(d) NARA—Southeast Region (Atlanta) is located at 4712 Southpark Blvd., Ellenwood, GA 30294. The telephone number is 404-736-2820.

(e) NARA—Great Lakes Region (Dayton) is located at 3150 Springboro Road, Dayton, OH 45439. The telephone number is 937-425-0600.

(f) NARA—Great Lakes Region (Dayton-Miamisburg) is located at 8801 Kingsridge Drive, Dayton, OH 45458. The telephone number is (937) 425-0601.

(g) NARA—Great Lakes Region (Chicago) is located at 7358 S. Pulaski Rd., Chicago, IL 60629-5898. The telephone number is 773-948-9000.

(h) NARA—Central Plains Region (Lee's Summit, MO) is located at 200 Space Center Drive, Lee's Summit, MO 64064-1182. The telephone number is 816-823-6272.

(i) NARA—Central Plains Region (Lenexa) is located at 17501 W. 98th Street, Lenexa, KS 66219. The telephone number is 913-563-7600.

(j) NARA—Southwest Region (Fort Worth) is located at 1400 John Burgess Drive, Fort Worth, Texas 76140. The telephone number is 817-551-2000.

(k) NARA—Rocky Mountain Region (Denver) is located at Building 48, Denver Federal Center, West 6th Ave. and Kipling Street, Denver, CO (mailing address: P.O. Box 25307, Denver, CO 80225-0307). The telephone number is 303-407-5700.

(l) NARA—Pacific Region (San Francisco) is located at 1000 Commodore Dr., San Bruno, CA 94066-2350. The telephone number is 650-238-3500.

(m) NARA—Pacific Region (Riverside) is located at 23123 Cajalco Road, Perris, CA 92570-7298. The telephone number is 951-956-2000.

(n) NARA—Pacific Alaska Region (Seattle) is located at 6125 Sand Point Way, NE., Seattle, WA 98115-7999. The telephone number is 206-336-5115.

§ 1253.7 Regional Archives.

Hours for regional archives research rooms, including extended hours for microfilm research only, are posted at <http://www.archives.gov>. Contact information for each regional archives facility is as follows:

(a) The National Archives at Boston is located in the Frederick C. Murphy Federal Center, 380 Trapelo Rd., Waltham, MA 02452. The telephone number is 781-663-0144 or Toll Free 1-866-406-2379. The National Archives at Boston, Pittsfield Annex is located at 10 Conte Drive, Pittsfield, MA 01201-8230. The telephone number is 413-236-3600.

(b) The National Archives at New York City is located at 201 Varick St., New York, NY 10014-4811 (entrance is on Houston Street, between Varick and Hudson). The telephone number is 212-401-1620 or Toll Free 1-866-840-1752.

(c) The National Archives at 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 telephone number is 215-606-0100.

(d) The National Archives at Atlanta is located at 5780 Jonesboro Road, Morrow, GA 30260. The telephone number is 770-968-2100.

(e) The National Archives at Chicago is located at 7358 S. Pulaski Rd., Chicago, IL 60629-5898. The telephone number is 773-948-9000.

(f) The National Archives at Kansas City is located at 400 West Pershing Road, Kansas City, MO 64108. The telephone number is 816-268-8000.

(g) The National Archives at 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 telephone number is 817-334-5525.

(h) The National Archives at Denver: The textual research room is located at Building 48, Denver Federal Center, West 6th Ave. and Kipling Street, Denver, CO. 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. (mailing address: P.O. Box 25307, Denver, CO 80225-0307). The telephone number is 303-407-5751.

(i) The National Archives at Riverside is located at 23123 Cajalco Road, Perris, CA 92570-7298. The telephone number is 951-956-2000.

(j) The National Archives at San Francisco is located at 1000 Commodore Dr., San Bruno, CA 94066-2350. The telephone number is 650-238-3501.

(k) The National Archives at Seattle is located at 6125 Sand Point Way, NE., Seattle, WA 98115-7999. The telephone number is 206-336-5115.

(l) The National Archives at Anchorage is located at 654 West Third Avenue, Anchorage, AK 99501-2145. The telephone number is 907-261-7820.

(m) The National Archives at St. Louis, the National Personnel Records Center archival research room is located at 9700 Page Ave., St. Louis, MO 63132-5100. The telephone number is 314-801-9195.

§ 1253.8 Federal Register.

The location and business hours of the Office of the Federal Register are posted at <http://www.archives.gov>, and codified in 1 CFR 2.3.

§ 1253.9 Federal holidays.

(a) NARA research rooms are closed on all Federal holidays.

(b) The exhibit areas in the National Archives Building are closed on Thanksgiving and December 25.

(c) The Presidential library museums are open every day except Thanksgiving, December 25, and January 1 (with the exception of the Lyndon Baines Johnson Library which is only closed December 25).

§ 1253.10 Notification process for changes in hours.

(a) NARA will follow the procedure found in § 1253.10(c) when proposing to change hours of operations for research rooms, exhibit areas and museums, except as noted in § 1253.10(d).

(b) Changing hours of operations for research rooms, exhibit areas and museums may not be arbitrary. Proposed changes must be documented by evidence of a business need to change the hours of operation.

(c) The notification process must proceed as follows:

(1) Post a notice on <http://www.archives.gov>.

(2) Post notices in areas visible to the public in their research room, exhibit areas or museum.

(3) Issue a press release, e-mail notification, or other means normally used by that unit to notify the public of events at their location.

(4) These notices will provide written determination justifying the change in hours.

(d) In the event that emergency changes to hours of operations for research rooms, exhibit areas and museums are necessary, including but not limited to inclement weather, NARA units will give as much advance notice to the public as possible. Emergency notification will be posted at <http://www.archives.gov>.

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?

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?

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1254.30 Does NARA provide any supplies?

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RULES RELATING TO USING ORIGINAL DOCUMENTS

1254.34 What are my responsibilities when using documents?