



## Circular Letter No. 944

June 9, 2015

TO: Printing and Publishing Officials of the Federal Government

Subject: Guidance from the Library of Congress concerning agency obligations under US Code, Title 44, Section 1718

The Acquisitions and Bibliographic Access Directorate of the Library of Congress provides the following update on the fulfillment of U.S. Code, Title 44, Section 1718 (commonly called “By-Law copies”) concerning the required deposit of agency publications to the Library of Congress to the Publishing and Printing Officials of the Federal Government. This does not change any deposit or reporting requirements in fulfillment of the Federal Advisory Committee Act, nor any other distribution of materials to other units of the Library of Congress.

The Government Publishing Office (GPO) has brought to the Library’s attention that agencies have distribution and/or mailing lists with names of Library of Congress administrative sections or divisions that are no longer in existence. The following organizations are no longer in operation at the Library of Congress:

- Documents Expediting Project
- Federal Documents Section
- Exchange and Gift Division
- E & G Division
- E n G Division
- Gifts and Exchange Division
- Anglo-American Acquisitions Division

If any of the names above are on your distribution and/or mailing list, please update it to:

U.S. Government Documents Section  
U.S. Anglo Division  
101 Independence Ave., SE  
Washington, DC 20540-4274

U.S. Code, Title 44, Section 1718 entitles the Library of Congress to receive up to 25 copies of any publication produced at Federal expense. **If your agency uses GPO as your publishing/printing agency, GPO will order and distribute the required copies to the Library of Congress to fulfill your agency compliance with this law. It is no longer necessary for your agency to send directly to the Library of Congress material which is being published or printed by GPO for your agency as we are receiving the required copies from GPO.**

If an agency is self-publishing materials either in house or by contracting directly with a private printing firm, the Library of Congress would like for three (3) copies of the material to be sent to the address above, along with a statement indicating the source of these materials. We would like the source or address for the materials in case the Library of Congress needs additional copies to fulfill its responsibilities to Congress and wants to order more copies.



Questions concerning this guidance may be addressed to:

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Sincerely,

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