OMB Control No. 3095-0046 Expires 08-31-2013

**MICROFILM ORDER**

Microfilm publication numbers (preceded by an *M*, *T*, etc.) are assigned to each microfilm publication. Please enter the microfilm publication number and roll number(s) in the proper columns. Because we accept orders for individual rolls, as well as for complete microfilm publications, we must know which rolls you wish to purchase.

**Microfilm is available as a roll or digitized on a DVD.** The price for each roll of digitized (300 dpi) microfilm on DVD is $125for U.S. orders, $135 for international orders (Microfilm rolls are also $125 U.S orders/$135 international orders). Shipping is included. These prices are subject to change without notice. For current price information, call 1-866-272-6272 (in the Washington, DC area, call 301-837-2000) or visit [www.archives.gov](http://www.archives.gov).

*Sample of correctly completed form.*

|  |  |  |
| --- | --- | --- |
| MICRO. PUB. NUMBER | ROLLNUMBER(S) | PRICE |
| T624 | 1138 | $125 |
| T1270 | 88–89 | $250 |

 *Additional order forms are available upon request.*

|  |  |
| --- | --- |
| ORDERED BY*(Includeorganizationif shipping to abusiness address)* | Name |
| Organization *(if applicable)* |
| Address *(number and street)* |
| City, State & ZIP Code |
| Country *(if international order)* |
| Daytime Telephone Number *(required)* | Alternate Telephone Number *(preferred)* |

|  |  |
| --- | --- |
| **PAYMENT TYPE** | **SEND YOUR ORDER/PAYMENT TO:** |
| *CREDIT CARD* | Check one and enter card number below: |  VISA MasterCard American Express Discover | National Archives Trust FundCashier (BCT)Form 72 Order8601 Adelphi RoadCollege Park, MD 20740-6001*-or-*If paying by credit card, you may fax your completed form to 202-357-5906. |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | *Exp. Date* |
| *Signature* |
| *OTHER* |   Check Money Order*Make payable to: National Archives Trust Fund* | Amount Enclosed: $ |

|  |
| --- |
| **IDENTIFY THE ROLLS YOU WISH TO ORDER** |
| MICRO. PUB. NUMBER | ROLLNUMBER(S) | PRICE($125/135 Microfilm or DVD) |  | MICRO. PUB. NUMBER | ROLLNUMBER(S) | PRICE($125/135 Microfilm or DVD) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | *Subtotal (this column)* |  |
|  |  |  |  | *Subtotal (from 1st column)* |  |
| *Subtotal (this column)* |  |  | **TOTAL PRICE** |  |

Your completed order is available either as microfilm or digitized (300 dpi) on DVD; orders may NOT be split between microfilm and DVD.

Check one box below for selection:

 Microfilm ($125/$135 per roll)DVD ($125/$135 per roll)*(if no selection is made, microfilm will be generated)*

NATIONAL ARCHIVES TRUST FUND BOARD NATF Form 36 (rev. 11-2011)

**Privacy Act, Refund Policy, Reproduction Quality, and Paperwork Reduction Act Public Burden statements are on the reverse of this page.**

|  |
| --- |
| **PRIVACY ACT STATEMENT**Collection of this information is authorized by 44 U.S .C. 2108. Disclosure of the information is voluntary; however, we will be unable to respond to your request if you do not furnish your name and address and the minimum required information about the records. The information is used by NARA employees to search for the record; to respond to you; to maintain control over information requests received and answered; and to facilitate preparation of internal statistical reports. If you provide credit card information, that information is used to bill you for copies.**REFUND POLICY**Due to the age, original media type, and general condition of many of the items in NARA’s holdings, it is occasionally difficult to make a legible reproduction. NARA staff will notify customers if they anticipate that the original will result in a reproduction of questionable legibility before requesting the reproduction and after approval of the customer. After a records reproduction is completed, the product undergoes a review to determine if it is an accurate representation of the original item. Because of the preapproval process, NARA does not provide refunds except in special cases. If a customer requests a refund, a review is made of the order to determine if the customer was properly notified of the questionable nature of the original and if the product is a true representation of the original. If the customer authorized proceeding and the product is a true representation of the original, no refund will be issued.**REPRODUCTION QUALITY STATEMENT**All NARA microfilm contains the best available image of the original archival documents. Due to age, physical deterioration and equipment available at the time the original documents were imaged, some images may not be up to today's standards of clarity. NARA makes every effort to provide customers a clear and accurate duplicate of the original microfilm master. **PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT**A Federal agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a current valid OMB control number. The OMB Control No. for this information collection is 3095­0046. Public burden reporting for this collection of information is estimated to be 10 minutes per response. Send comments regarding the burden estimate or any other aspect of the information collection, including suggestions for reducing this burden, to National Archives and Records Administration (ISP), 8601 Adelphi Road, College Park MD 20740. DO NOT SEND COMPLETED FORMS TO THIS ADDRESS. SEND COMPLETED FORMS TO THE ADDRESS INDICATED ON THE FORM ITSELF. |

NATIONAL ARCHIVES TRUST FUND BOARD NATF Form 36 (rev. 11-2011)