§ 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 2550 Springboro Road, Dayton, OH 45439. The telephone number is 937–425–0601.

(e) The National Archives at Dayton (Dayton-Miamisburg) is located at 9801 Kingsbridge Drive, Dayton, OH 45458. The telephone number is 937–425–0601.

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

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

(h) 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.

(i) The National Archives at Riverside is located at 23123 Cajalco Road, Perris, CA 92570–7298. The telephone number is 951–956–0120.

(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 Anchor-
age is located at 654 West Third Ave-
nue, 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 lo-
cated 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 Thank-
giving, 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, ex-
cept as noted in §1253.10(d).
(b) Changing hours of operations for
research rooms, exhibit areas and mu-
seums may not be arbitrary. Proposed
changes must be documented by evi-
dence of a business need to change the
hours of operation.
(c) The notification process must pro-
ceed 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 noti-
fication, 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 re-
search rooms, exhibit areas and muse-
ums 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 avail-
able 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 pro-
vide when applying for a researcher iden-
tification card?
1254.10 For how long and where is my re-
searcher identification card valid?
1254.12 Will NARA log or inspect my com-
puter, other equipment, and notes?
1254.14 Are some procedures in regional ar-
chives and Presidential libraries dif-
ferent 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 re-
search 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?