

**IV. Request for Comments**

Comments are invited on (a) whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden (including hours and costs) of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or forms of information technology.

Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: June 3, 1998.

**Linda Engelmeier,**

*Departmental Forms Clearance Officer, Office of Management and Organization.*

[FR Doc. 98-15293 Filed 6-8-98; 8:45 am]

BILLING CODE 3510-FP-P

**DEPARTMENT OF COMMERCE****International Trade Administration****Information Services Order Form; Proposed Collection; Comment Request**

**SUMMARY:** The Department of Commerce, as part of its continuing effort to reduce paperwork and respondent burdens, invites the general public and other Federal agencies to take this opportunity to comment on the continuing information collections, as required by the Paperwork Reduction Act of 1995, Pub. L. 104-13 (44 U.S.C. 3506(c)(2)(A)).

**DATES:** Written comments must be submitted on or before August 10, 1998.

**ADDRESSES:** Direct all written comments to Linda Engelmeier, Departmental Forms Clearance Officer, Department of Commerce, Room 5327, 14th & Constitution Avenue, NW, Washington, DC 20230. Phone number: (202) 482-3272.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument and instructions should be directed to: Brenda Coleman, U.S. & Foreign Commercial Service, Export Promotion Service, Room 2202, 14th & Constitution Avenue, NW, Washington, DC 20230. Phone number: (202) 482-2505, and fax number (202) 482-4433.

**SUPPLEMENTARY INFORMATION:****I. Abstract**

The U.S. & Foreign Commercial Service (US&FCS) Export Assistance Centers offer their clients DOC programs, market research, and services to enable the client to begin exporting or to expand existing exporting efforts.

The Information Services Order Form is used by US&FCS trade specialists in the Export Assistance Centers to collect information about clients in order to determine which programs or services would best help clients meet their export goals. This form is required for clients to order US&FCS programs and services. Certain programs are tailored for individual clients, e.g., the Agent Distributor Service, which identifies potential overseas agents or distributors for a particular U.S. manufacturer.

The form is being revised because some of the product names have changed or have been discontinued.

**II. Method of Data Collection**

Trade specialists gather information from clients at the Export Assistance Centers.

**III. Data**

*OMB Number:* 0625-0143.

*Form Number:* ITA-4096P.

*Type of Review:* Revision-Regular submission.

*Affected Public:* Companies interested in ordering export promotion products or services.

*Estimated Number of Respondents:* 2,675.

*Estimated Time Per Response:* Range from 5 to 60 minutes.

*Estimated Total Annual Burden Hours:* 483 hours.

*Estimated Total Annual Costs:* The estimated annual cost for this collection is \$122,750.00 (\$16,852.00 for respondents and \$105,898.00 for federal government).

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BILLING CODE 3510-FP-P

**DEPARTMENT OF COMMERCE****International Trade Administration****Mission/Exhibition Evaluation; Proposed Collection; Comment Request**

**SUMMARY:** The Department of Commerce (DOC), as part of its continuing effort to reduce paperwork and respondent burdens, invites the general public and other Federal agencies to take this opportunity to comment on the continuing information collections, as required by the Paperwork Reduction Act of 1995, Pub. L. 104-13 (44 U.S.C. 3506(c)(2)(A)).

**DATES:** Written comments must be submitted on or before August 10, 1998.

**ADDRESSES:** Direct all written comments to Linda Engelmeier, Departmental Forms Clearance Officer, Department of Commerce, Room 5327, 14th & Constitution Avenue, NW, Washington, DC 20230. Phone number: (202) 482-3272.

**FOR FURTHER INFORMATION CONTACT:** Request for additional information or copies of the information collection instrument and instructions should be directed to: John Klingelhut, U.S. & Foreign Commercial Service, Export Promotion Services, Room 2810, 14th & Constitution Avenue, NW, Washington, DC 20230; Phone number: (202) 482-4403, and fax number: (202) 482-0872.

**SUPPLEMENTARY INFORMATION:****I. Abstract**

DOC and DOC-certified trade missions and exhibitions are overseas events planned, organized and led by government and non-government export promotion agencies such as industry trade associations; agencies of Federal, State, and local governments; chambers of commerce; regional consortia; and other export-oriented groups. This form is used to: (1) evaluate the effectiveness of DOC or DOC-certified overseas trade events through the collection of information relating to required performance measures; (2) document the results of participation in DOC