

conjunction with FCC Form 600, facilitates application intake and other processing functions. The applicant must certify on the form that the application is complete in every respect and contains all the information required by the Commission's cellular rules. The data collected are required by the Communications Act of 1934, as amended and Commission Rules 22.105.

The form has been revised to delete the payment information previously required. Any payment to the FCC now requires the filing of a Fee Remittance Advice, FCC Form 159, which duplicates this information. Additionally, we have re-evaluated the number of receipts which reflects a significant decrease from 10,000 to 600 respondents. This is attributed to the majority of the cellular market being filled and applications being filed relate to maintenance of those licenses. The burden per respondent remains at 10 minutes, making the total annual burden an estimated 100 hours.

OMB Approval Number: 3060-0054.

Title: Application for Exemption from Ship Station Requirements.

Form Number: FCC 820.

Type of Review: Revision to a currently approved collection.

Respondents: Businesses or other for-profit entities; Individuals or households.

Number of Respondents: 200.

Estimated Time Per Response: 1 hour and 10 mins. (1.166 hours).

Frequency of Response: On occasion reporting requirements.

Total Annual Burden: 233 hours.

Estimated Cost to Respondents: \$27,000 (\$135.00 filing fee/submission).

Needs and Uses: FCC Rules require this collection of information when exemptions from radio provisions of statute, treaty or international agreement are requested. The data are used by examiners to determine the applicants qualifications for the requested exemption.

The data collected are required by the Communications Act of 1934, as amended; International Treaties and FCC Rules 47 CFR 1.922, 80.19 and 80.59.

This form is being revised to delete the payment information previously required. Any payment to the FCC must be accompanied by a Fee Remittance Advice, FCC Form 159, which duplicates this information. We have added a space for the applicant to provide an E-Mail address where the Commission can send E-Mail regarding the application. Instructions have been updated to reflect current mailing address and phone information for the Commission.

Federal Communications Commission.

Magalie Roman Salas,

Secretary.

[FR Doc. 98-28990 Filed 10-28-98; 8:45 am]

BILLING CODE 6712-01-U

FEDERAL COMMUNICATIONS COMMISSION

FCC Office of the Secretary Relocates To The Portals; Procedure for Paper Filings

October 23, 1998.

Effective November 2, 1998, the Office of the Secretary will relocate to the Commission's new building facilities at The Portals, 445 Twelfth Street, S.W., Washington, D.C., 20554. The Secretary's new office will be open for business, as usual, from 8:00 a.m. to 5:30 p.m., Mondays through Fridays, except holidays. Paper filings will be received at a designated counter located at TW-A325 in the 12th Street lobby of the building, where filers will be able to receive their "stamp and return" copy, upon request.

The Commission expects to complete its relocation to The Portals within the next six months. For the public's convenience during this transition period, the Office of the Secretary will accept paper filings at 1919 M Street, N.W., Room 222, but *only between the hours of 4:00 p.m. to 5:30 p.m., Mondays through Fridays*, except holidays. If requested, "stamp and return" copies will be provided at the time of filing. This temporary filing site will be closed on the date that the Commission completes its relocation to The Portals.

The Commission encourages those wishing to file paper documents to begin making these filings at the Portals building. In addition, to ensure the expeditious receipt and distribution of paper filings during the transition period, the public should follow the established "Guidelines for Uniform Filings." These guidelines are printed below.

Please forward any questions to Magalie Roman Salas, FCC Secretary; Bill Caton, Deputy Secretary; or Ruth Dancy, Assistant Secretary, at 202-418-0300.

Guidelines for Uniform Filings

To enable the staff of the Office of the Secretary to provide the most efficient service to you, please follow these guidelines in preparing and submitting "uniform" filings.

a. Your filing package should be properly fastened and consist of an original document and the proper

number of copies. If your filing is "self-explanatory," no cover letter is required.

Note: For filings containing more than one docket number, please submit two (2) additional copies for each docket number listed.

b. To obtain a "stamp and return" copy, place an extra copy of either the cover letter or the filing on top of your package. This copy will be returned to you.

c. Confidential filings should be clearly marked "CONFIDENTIAL," "NOT FOR PUBLIC INSPECTION" and placed in a separate envelope.

d. *Ex parte* documents should be clearly labeled "EX PARTE".

e. Always include a contact name, address and telephone number.

f. Finally, bring your filing to the designated filing counter at the Federal Communications Commission, 445 12th Street, SW, 12th Street Lobby, TW-A325, during the hours of 8:00 a.m. to 5:30 p.m., Monday through Friday, except legal holidays. Your filing package should be "ready for submission"—collated, signed, and properly fastened.

Federal Communications Commission.

Magalie Roman Salas,

Secretary.

[FR Doc. 98-28989 Filed 10-28-98; 8:45 am]

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FEDERAL ELECTION COMMISSION

Sunshine Act Meeting

DATE & TIME: Tuesday, November 3, 1998 at 10:00 a.m.

PLACE: 999 E Street, N.W., Washington, D.C.

STATUS: This Meeting Will Be Closed to the Public.

ITEMS TO BE DISCUSSED:

Compliance matters pursuant to 2

U.S.C. § 437g.

Audits conducted pursuant to 2 U.S.C.

§ 437g, § 438(b), and Title 26, U.S.C.

Matters concerning participation in civil actions or proceedings or arbitration.

Internal personnel rules and procedures or matters affecting a particular employee.

DATE AND TIME: Thursday, November 5, 1998 at 10:00 a.m.

PLACE: 999 E Street, N.W., Washington, D.C. (Ninth Floor).

STATUS: This Meeting Will Be Open to the Public.

ITEMS TO BE DISCUSSED:

Correction and Approval of Minutes.

Advisory Opinion 1998-25: Mason

Tenders District Council of Greater