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MEMORANDUM FOR: Chief FR

17 April 1972

ATTENTION : John T. Daly

SUBJECT : LETTER ADDRESS ESTABLISHMENT  
#039 418

1. With reference to FR Sec 72-125 of 13 Apr 72  
was established [redacted] 07 the following mail facility  
[redacted] 06  
Brookland Station  
Washington, D.C. 20017

2. The facility will be serviced daily  
and all mail received will be forwarded via your courier.

3. Outgoing mail bearing the above address must not  
be sent through the Agency Central Mail Room for handling.  
Such mail will be mailed by this office and must be accompanied  
by a request for OS Mailing Form #1637.

4. This facility will be maintained for one year unless  
you advise earlier that it is no longer needed. At the end  
of the year you will be sent a reminder that the facility  
will be cancelled unless a renewal request is submitted.

5. Any inquiries concerning this facility should be directed  
to the Office of Security, Special Facilities Desk.

*[Signature]*  
Deputy Director of Security (IOS)

*[Handwritten initials]*  
4/17/72  
*[Handwritten initials]*