

August 23, 1995

Office of the Chief Notary and
Authentications Section
Office of the Secretary of the District of Columbia
717 14th Street, NW
Room 230
Washington, DC 20005

Dear Sir/Madam:

Please send two (2) notary public applications to the following address:

Tracy Shycoff
Associate Director for Administration
Assassination Records Review Board
600 E Street, NW Second Floor
Washington, DC 20530

We are a federal government agency and are interested in having two of our staff commissioned as notary publics. Please also send any information that would be of assistance to us in this matter. Thank you.

Sincerely,

Tracy J. Shycoff
Associate Director for Administration