

NOTIFICATION OF INTENT TO PUBLISH - FORM 3868

Stock Number _____ (SuDocs will Provide.)

To insure that your publication will receive proper consideration for inclusion in our Sales and Depository Library programs, please supply all of the requested information available at the time this form is submitted. Please submit at least 30 days before sending in your Printing Requisition, whether you recommend your publication for sale or not. Two copies of the completed form should be sent to: Documents Control Branch (SSMC), U.S. Government Printing Office, Washington, DC 20402.

Printing and Binding Req. Number _____

RPPO control Number _____

Date Submitted _____

Please Notify [] publisher [] printing officer of rider decision.

Please type. Form is aligned for typewriter use.

Part 1. To be completed by AGENCY PUBLISHER or PROGRAM OFFICER.

(Publisher, Program Officer, or Author's Name) (Position or Title) (Area Code) (Phone)

(Publishing Agency) (Bureau)

1. Title of Publication _____

2. What publication does it supersede? Stock Number _____ Title _____

3. How does this compare with previous editions? _____

4. Intended target audiences. (Please be as specific as possible, e.g., indicate fossil fuel energy researchers instead of researchers or scientists.) _____

5. Brief description of contents _____

6. Quantity for agency distribution _____ Specific audiences for agency distribution _____

7. Recommended for sale [] Yes - Quantity _____ [] No Reason for recommendation _____

8. Suggested audiences for sale copies _____

9. Please check types of promotions planned by agency for sales copies:

[] Flyer - Quantity _____ Audiences _____

[] Press Releases - Quantity _____ Audiences _____

[] Review Copies - Quantity _____ Audiences _____

[] Advertising In: [] Agency Publications [] Paid Media [] Other _____ Est. Total circulation _____

10. Will agency mailing lists be used for your promotional mailings? [] No [] Yes If yes, number addresses available _____

11. Depository Library distribution [] Yes [] No If no, reason (See reverse for explanation) [] 1 [] 2

PART II. SPECIFICATIONS: To be completed by AGENCY PRINTING OFFICER.

(Printing Officer's Name) (Area Code) (Phone)
12. Public description: [] Non-Subscription [] Subscription [] New [] Revision [] Reprint
Series-Number _____ Anticipated revision date _____ Series-Title _____

13. FORMAT: [] book [] tape COVER [] self BINDING [] saddle stitch [] looseleaf [] banded
[] folder [] microform [] paper [] side stitch [] punched [] shrink wrapped
[] form [] other _____ [] casebound [] adhesive [] drilled [] other _____
[] map [] other _____ [] sewn

14. Unit of Issue _____ No. of Pages _____ No of Illustrations _____ Trim Size _____ No. of Foldins _____

15. 4-color process [] Yes [] No Color of ink (Cover) _____ (Text) _____

16. Paper: Cover _____ Text _____ Est. Del. Date _____

17. Jacket No. _____ Program No. _____ Print Order No. _____

18. Printer: [] Main GPO [] Deal Direct [] Waiver [] GPO Regional Office (City) _____

Part III. To be completed by SUPERINTENDENT OF DOCUMENTS. Req. Number _____ IMS initials/Date _____

19. SuDocs riding for _____ copies [] Not for sales [] For sale line only [] Individual cartons [] Cartons [] ISBN

20. Dep. Lib. riding for _____ copies File copies _____ IES copies _____ Item number _____

Part IV. This space may be used by AGENCY.

GPO will ride for _____ paper copies _____ cloth copies

Paper S/N _____ Price: \$ _____ Cloth S/N _____ Price: \$ _____