

60-Day Notice Guidance (ITAR §122.4(b))

Mailings: Submit all 60-day notice materials by registered, overnight mail to the Office of Defense Trade Controls Compliance (DTCC) address shown in the heading of the sample letter that follows. Overnight mail will expedite delivery and enable delivery confirmation.

Compliance Plans: In the case of a foreign person purchasing a U.S. registrant, please submit a scanned copy of the DTCC 60-day notice by e-mail to Mr. Peter Dade, Compliance Specialist, at DadePL@state.gov. ITAR Compliance plans should be submitted in WORD format. In addition, all materials should be submitted in hard copy by registered “overnight” mail or the equivalent.

Separate 60-Day Notice Submissions: Buyer and Seller may choose to send DTCC 60-day notice information in separate, coordinated responses submitted in parallel to DTCC rather than through a single notice from the Seller. To the extent that requested details are not available at this point in your negotiations, please indicate when this information will be provided. If you have any questions related to this matter, please contact the Merger / Acquisition / Divestiture (MAD) Compliance Specialist at (202) 632-2151.

Where there will be an ITAR-registered foreign or foreign-owned Buyer: If a foreign buyer is registered as a broker, it should submit a 60-day notice. Similarly if the transaction is to occur through a foreign Buyer owned- or-controlled, ITAR registered subsidiary/affiliate, such subsidiary / affiliate would submit a separate 60-day notice following the outline of the 60-day notice sample that follows.

Statement of Registration Certification: Registrants to complete statement of registration certification and include with submission. Certification can be found on pmdtcc.state.gov website under “notification of changes” under registration tab.