

Sample Letter of Disk Verification

[LETTERHEAD]

[Date]

Amy Bunk, Acting Director
Office of the Federal Register
National Archives and Records Administration
800 N. Capitol Street NW, Suite 700
Washington, DC 20001

Dear Ms. Bunk:

We certify that the enclosed disk contains a file that is a true copy of the original signed document concerning the following subject and agency tracking number:

[INSERT SUBJECT (suggested: put the subject line from the first page of your Federal Register document)]

[Insert FDMS Docket number or notice tracking number]

Please send an email to FWS_FedRegPub@fws.gov to confirm the publication date of this document. Thank you.

Sincerely,

[YOUR NAME]
[YOUR TITLE]

Enclosures