

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

5 September 1963

MEMORANDUM FOR: Administrative Staff, OCR

SUBJECT : Justification for the Rental of a Xerox 914
Copier

1. It is requested that a Xerox 914 be rented for the Document Division, OCR (requisition attached).
2. This machine will be used by the Special Dissemination Section for the reproduction of additional copies needed to satisfy its initial dissemination requirements. It is estimated that this reproduction will run about 4,000 - 5,000 pages per month.
3. Delivery of this machine should be made to room 7-G-07.

25X1


Chief, Document Division

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