A 45-page document titled *Guidelines for Preparing Reports for the NPS Air Quality Division*, prepared on

contract by AH Technical Services of Fort Collins, Colo., for the National Park Service is available now from the NPS Air Quality Division in Washington, DC.

The *Guidelines* will be used for all contracts and purchasing orders in 1988. It requires an executive summary for each product and that all final reports be submitted in hard copy and on a floppy disk in Word Perfect format. *Guidelines* is available in hard copy or in Word Perfect on a floppy disk. For either format, write Debby Peck, Program Analyst, Air Quality Division, NPS, PO Box 37127, Washington, DC 20013-7127, or call (202) 343-4911.

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