



August 2, 2016

Ms. Kim Enright-Lamere  
Department of the Navy  
Marine Corps Records Manager  
3000 Marine Corps Pentagon  
Room 2B253  
Washington, DC 20350-3000

Dear Ms. Enright-Lamere:

The National Archives and Records Administration (NARA) has received information regarding a potential case of alienation of Federal records. According to an article in the January 27, 2016 online edition of *The State*, the Marine Corps donated 16,000 reels of 16mm and 35mm films to the University of South Carolina.

NARA commends the Marine Corps and the University of South Carolina for committing to the restoration of these films and for providing appropriate storage and public access. However, it is important to note, that the Marine Corps should have received NARA approval prior to transferring these films to the University of South Carolina. In accordance with 36 CFR 1226.26(a), we therefore ask that you send a letter to my attention containing the relevant information required and to request NARA's approval to donate the films to the University. For your convenience, please find enclosed a sample letter.

We look forward to your response and thank you for your cooperation. If you have any questions, please contact Steven B. Rhodes at 301-837-3055 or [steven.rhodes@nara.gov](mailto:steven.rhodes@nara.gov).

Sincerely,

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government

Enclosures

NATIONAL ARCHIVES *and*  
RECORDS ADMINISTRATION

8601 ADELPHI ROAD  
COLLEGE PARK, MD 20740-6001

[www.archives.gov](http://www.archives.gov)