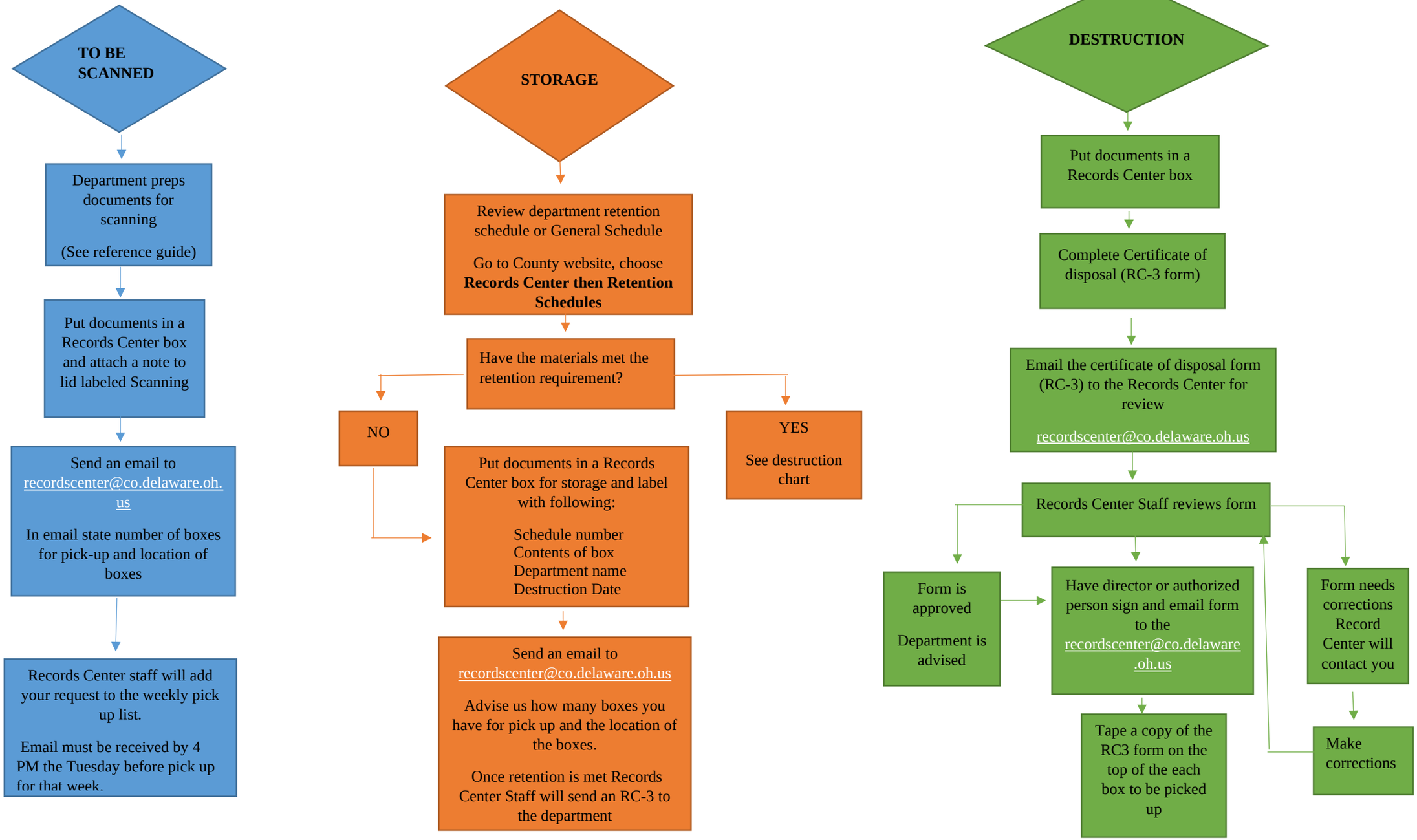Materials to be sent to The Records Center