



**GENERAL SERVICES ADMINISTRATION**

[OMB Control No. 3090-0044; Docket No. 2025-0001; Sequence No. 4]

**Information Collection; Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453**

**AGENCY:** Public Buildings Service, General Services Administration (GSA).

**ACTION:** Notice of request for comments.

**SUMMARY:** Under the provisions of the Paperwork Reduction Act, the Regulatory Secretariat Division will be submitting to the Office of Management and Budget (OMB) a request to review and approve an extension of a previously approved information collection requirement regarding the Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453.

**DATES:** Submit comments on or before: **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*]**.

**ADDRESSES:** Submit comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to <http://www.regulations.gov>. Submit comments via the Federal eRulemaking portal by searching the OMB control number. Select the link "Submit a Comment" that corresponds with "Information Collection 3090-0044, Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453." Follow the instructions provided at the "Submit a Comment" screen. Please include your name, company name

(if any), and "Information Collection 3090-0044, Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453," on your attached document.

*Instructions:* Please submit comments only and cite Information Collection 3090-0044, Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453, in all correspondence related to this collection. Comments received generally will be posted without change to *regulations.gov*, including any personal and/or business confidential information provided. To confirm receipt of your comment(s), please check *regulations.gov*, approximately two-to-three business days after submission to verify posting.

**FOR FURTHER INFORMATION CONTACT:** Ms. Karen Handsfield, Public Buildings Service, at telephone 227-225-3007, or via e-mail to *karen.handsfield@gsa.gov*.

**SUPPLEMENTARY INFORMATION:**

**A. Purpose**

The general public uses Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453, to request the use of public space in Federal buildings and on Federal grounds for cultural, educational, or recreational activities. A copy, sample, or description of any material or item proposed for distribution or display must also accompany this request.

**B. Annual Reporting Burden**

Respondents: 8,000.

Responses Per Respondent: 1.

Hours Per Response: 0.05.

Total Burden Hours: 400.

### **C. Public Comments**

Public comments are particularly invited on: Whether this collection of information is necessary and whether it will have practical utility; whether our estimate of the public burden of this collection of information is accurate and based on valid assumptions and methodology; ways to enhance the quality, utility, and clarity of the information to be collected.

**OBTAINING COPIES OF PROPOSALS:** Requesters may obtain a copy of the information collection documents from the GSA Regulatory Secretariat Division, by calling 202-501-4755 or emailing [GSARegSec@gsa.gov](mailto:GSARegSec@gsa.gov). Please cite OMB Control No. 3090-0044, Application/Permit for Use of Space in Public Buildings and Grounds, GSA Form 3453, in all correspondence.

**Nicole Bynum,**

*Acting Director,*

*Regulatory Secretariat Division,*

*General Services Administration.*

