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State House, Room 341
Boston, MA 02133

Copies will be distributed to depository libraries around the state and to the Library of Congress. Electronic copies will be uploaded to our digital repository.

For any questions or for more information, contact us at:
State House, Room 341
24 Beacon Street
Boston, MA 02133
Hours: Mon.-Fri. 9:00AM to 5:00PM

Email: electronic.documents@state.ma.us
Phone: 617-727-2590
www.mass.gov/lib
About the Library

The State Library’s origins date back to 1811, but it wasn’t until 1826 that the Library was formally established by the Massachusetts General Court. Beginning as a program to exchange statutes with other states, the Library grew to collect state, legislative, historical, and research materials of all types.

The State Library’s mission is to support the research and information needs of government, libraries, and people through innovative services and access to a comprehensive repository of state documents and other historical items.

In order to help us achieve this mission, we ask that each state agency submit its publications to us for long-term access and preservation in our digital repository.

Why submit agency publications?

- It enables the creation of a complete and centralized historical record of Massachusetts government.
- Publications are preserved for long-term access through our digital repository.
- The Library provides reference services, saving your agency time and resources.
- Services are provided at no charge.
- It’s the law! M.G.L. ch.6 §39B requires that each state agency send eight copies of their publications to the Library for storage and distribution.

What kinds of documents should our agency submit?

We aim to preserve valuable, informative publications intended for public use. These include:

- Advisories
- Reports (Preliminary, Interim, Annual, etc.)
- Publications relating to significant events
- Meeting minutes & accompanying materials
- Handbooks, guides, & manuals
- Task Force findings & recommendations
- Bulletins
- Executive summaries
- Proclamations
- State published serials
- Reference guides
- Brochures

Ephemeral items, documents for internal agency use, and state regulations do not need to be submitted to us. Other items we do not collect include:

- Meeting or event announcements
- Agendas
- Regulations
- Public notices
- Posters
- Sample documents
- Applications
- Legal documentation
- Forms
- RFPs & RFRs
- Transcripts of hearings
- Draft reports

Documents are cataloged and assigned metadata to facilitate access. They are then uploaded to our publicly accessible repository, located at: archives.lib.state.ma.us.