

March 18, 1996

Mr. John Machado  
Chief  
Policy Analysis and Records Systems  
United States Secret Service  
1310 L Street, N.W., Room 670  
Washington, D.C. 20005

Re: White House News Conference Transcripts and Manchester Material

Dear John:

We have received from you copies of 12 White House news conference transcripts beginning November 21, 1963, and ending November 26, 1963. I am writing to request that you prepare a Research Identification Form for each of these transcripts and forward a copy of the RIF attached to a copy of each transcript to Steve Tilley at the JFK collection at NARA. Please provide us with photocopies of the RIFs.

We have also received from you "Manchester Material" from the USSS Archives, which includes USSS commentary on portions of *Death of a President*. Please prepare a RIF for this material and forward a copy of the RIF to our office. If you wish to make postponements on this material, please notify me. Otherwise, please forward your RIF attached to this material to Steve Tilley.

We appreciate your help in this matter.

Sincerely yours,

David G. Marwell  
Executive Director

cc: Ms. Jane E. Vezeris  
Donald Personette