

[Date]

[Compliance Official]

[Title]

[Agency]

[Address]

[City, State ZIP]

Re: Third Agency Equities in the Records of the Federal Bureau of Investigation Subject To
The John F. Kennedy Assassination Records Collection Act of 1992, 44 U.S.C. § 2107

Dear [Salutation (Mr. X, Ms. Y)]

The staff of the John F. Kennedy Assassination Records Review Board has identified a number of FBI documents that we intend to present to the Review Board for review of postponements at the Review Board meeting on [Meeting Date]. Among the documents we identified are documents in which your agency has equities. These documents are identified in the enclosed forms.

We are identifying these documents to you now so that you can decide whether you wish to postpone release of the information in question. Please keep in mind the provisions of the JFK Act which anticipates that information will be withheld from public release only in "the rarest cases" and only pursuant to one of the provisions of Section 6 of the Act.

So that we may adequately prepare our presentation to the Review Board with the benefit of any submission you may wish to make, you must submit evidence or arguments in support of any postponements you choose to assert in writing **no later than [Deadline Date]. If you do not respond to this letter by the above deadline, we will assume that your agency intends to release in full its equities in the FBI record at issue, and we will recommend that the Review Board vote to release in full your agency's equities in the record.**

In many of the FBI documents with third agency equities, we believe that the third agencies could, consistent with current guidelines for JFK assassination-related information, consent to full release of the information at issue.

If you have any questions regarding the documents identified on the enclosed forms, please call Carol Keeley or Debbie Beatty of the JFK Task Force at the FBI at (202) 324-9467 or Laura Denk or Kevin Tiernan of the Review Board staff at (202) 724-0088. Thank you, in advance, for your cooperation.

Sincerely,

David G. Marwell
Executive Director

Enclosures