

BY FACSIMILE AND FIRST-CLASS MAIL

November 24, 1997

Mr. Terry W. Good
Director of Records Management
Executive Office of the President
Old Executive Office Building -- Room 80
17th Street & Pennsylvania, Ave., N.W.
Washington, D.C. 20500

Re: Presidential Records and the JFK Assassination Records Collection Act, 44 U.S.C. § 2107

Dear Mr. Good:

I am writing to request your assistance in identifying any archived records of the White House Communications Agency ("WHCA"), the White House Military Office, or any other relevant White House office dating from the Johnson or Kennedy administrations. As you know, we are attempting to locate records for review under the JFK Assassination Records Collection Act ("JFK Act").

The Review Board staff recently met with WHCA and they have represented to us that they have no records from 1963 or 1964. Nor has WHCA determined whether any of its records were sent to a Presidential library. In our continuing effort to identify important Presidential records that should be reviewed under the JFK Act, we hereby request the Records Management Section of the Executive Office of the President to advise us whether it has custody or control of any of the following records:

- (1) Records of WHCA, the White House Military Office, or any other White House office from the Kennedy or Johnson administrations;
- (2) Administrative records reflecting the disposition of any WHCA, White House Military Office, or any other White House office records from the Kennedy or Johnson administrations;
- (3) Any inventories, indices, finding aids or other documents describing or identifying records of the Kennedy administration, including but not limited to records sent to the Kennedy

Library in Boston;

(4) Any inventories, indices, finding aids or other documents describing or identifying records of the Johnson administration, including but not limited to records sent to the Johnson Library in Austin, Texas; and

(5) Any other documents that would assist the Review Board in identifying or locating records of the Kennedy and Johnson administrations.

If you have such records, please make them available for inspection by the Review Board.

Thank you for your assistance.

Sincerely,

T. Jeremy Gunn
Executive Director

cc: Steven Tilley, Chief,
JFK Assassination Records Collection, NARA
(By Facsimile)