

August 2, 1996

Dear :

On behalf of the Assassination Records Review Board, I would like to take this opportunity to thank you for agreeing to address the Board at a public hearing to be held in Los Angeles on Tuesday, September 17, 1996. The meeting is tentatively scheduled for 10:00 a.m. at the Los Angeles Board of Education hearing room located on the x floor at address. To ensure that the hearing starts on time, we ask that you arrive by 9:45 a.m.

As I know you are aware, the Review Board is an independent federal agency created to oversee the identification and release of records related to the assassination of President John F. Kennedy. The Board is not re-investigating the assassination. The law gives the Board the mandate and the authority to identify, secure, and make available to the American public all records related to the assassination of President Kennedy at the National Archives. (For additional background, I have enclosed an information packet on the Board).

The Congress made clear that the Board is to use the expertise that individuals such as yourself have gained through (your involvement in the [House Select Committee on Assassinations investigation, Warren Commission investigation], or many years of research. Consistent with this intent, the Board is requesting your assistance in identifying assassination records which have not previously been disclosed to the American public and should be part of the historical record of the assassination. The Board has set aside 10 to 15 minutes for presentation of each witness. It would be beneficial if you could provide the staff with prepared written remarks by Friday, September 6, 1996.

This letter will be followed by a telephone call from Tom Samoluk, Associate Director for Communications to schedule (a brief meeting or a telephone call) at your convenience to discuss your planned presentation. (Tom is planning to be in Los Angeles soon and will contact you to schedule a meeting prior to his arrival.)

Again, thank you for agreeing to join the Board at its public meeting in Boston on Tuesday, September 17th. Please do not hesitate to contact Tom Samoluk at (202) 724-0088, ext. 227, if you have any comments or questions. We look forward to seeing you and appreciate your cooperation in

this matter.

Sincerely,

David G. Marwell
Executive Director

enclosure