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40	7	n.d.	Report	1968 National Convention- Miami Florida- Nixon For President Committee.

1968 NATIONAL CONVENTION
MIAMI FLORIDA
NIXON-FOR-PRESIDENT COMMITTEE

DETERMINED TO BE AN
ADMINISTRATIVE MARKING
E.O. 12356, Section 1.1
By RTD NARS, Date 4/6/87

~~CONFIDENTIAL~~
DRAFT

TABLE OF CONTENT

- I. INTRODUCTION
- II. HEADQUARTERS
- III. PERSONNEL
- IV. COMMAND POST
- V. OPERATIONS
- VI. SECURITY
- VII. COMMUNICATIONS
- VIII. TRANSPORTATION
- IX. INTELLIGENCE GROUP
- X. ADVANCE TEAM
- XI. NIXON NIGHT RECEPTION
- XII. FLOOR DEMONSTRATION
- XIII. NEWSLETTER AND DISTRIBUTION
- XIV. NIXONETTES
- XV. ADVERTISING
- XVI. CALENDAR
- XVII. BUDGET

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DRAFT

INTRODUCTION

There will be 2,666 delegates and alternates, thousands of staff, guests and reporters converging on Miami Beach, August 5-8 1968 for the 29th Republican National Convention. They will be housed in 379 hotels with 30,245 rooms and 26,486 apartment units.

It has been reported that the 1964 Goldwater convention was patterned in large degree after the 1960 Kennedy convention. Our 1968 effort must also draw from the successes of previous conventions, while at the same time setting a new goal in achievement.

As President Johnson becomes more and more vulnerable to defeat by a Republican, the Eastern Establishment will redouble its efforts to win the nomination for Romney, Rockefeller, or their hand-picked candidate. Big money, skilled political technicians by the hundreds, and experienced convention strategists will be concentrated in Miami to start a barrage of attacks on Mr. Nixon. Delegates will be blatantly bought, "incidents" manufactured, columnists will uncover new "scandals," hourly propaganda will be directed toward Nixon supporters and "back home" pressures in the form of telegrams, business associates calls, bank notes demanded, etc. will mount in an effort to stampede delegates. The convention stakes are high, and the "governors group" could spend a million dollars in Miami Beach.

Eighteen months of hard work and significant accomplishment can be lost in eight days if the Nixon team is not fully prepared, well organized, disciplined, and intelligent. This report is a working piece -- an initial document upon which to build during the nine months left in the countdown.

Consultations were held with Mr. McCoy of the Miami Telephone Company, Mr. Colantuono of the Statler Hilton Plaza Hotel, Mr. Lyn Kolsky of Motorola and Jo Good at the Republican National Committee. Talks are planned with Clif White, Jim Day, Ron Crawford, Tom Van Sickle and others.

Since there has been no on-site inspection of facilities, this report is only a tentative draft of anticipated requirements. It is beyond the scope of this paper to recommend specific personnel for a floor organization, suggest strategy or advise on matters such as the best Republicans to give nomination and seconding speeches. Also it is expected that individuals listed in this report may be transferred to other key positions in which they have exceptional background or talent.

Moreover, until more cost details can be secured, it is not feasible to submit a realistic budget for the convention operations.

Governor Bellmon's name has been used as Campaign Manager although it is recognized he will leave his position to become a candidate for the United States Senate.

It is imperative that items listed in this draft paper be considered, revised with additions and deletions and approved as soon as possible since expert logistics in Miami will be a most important factor in the over-all Nixon effort.

After guidelines have been established, a supplemental and more comprehensive report will be submitted, refining the topics herein presented.

William E. Timmons
November 1, 1967

HEADQUARTERS

Three floors (102 rooms) and two penthouses should be reserved at the Statler Hilton Plaza, on the Ocean at 45th Street, Miami Beach. A request has been submitted for the top floors (15th, 16th & 17th) and the penthouses, but confirmation has been delayed by the Republican National Committee's Housing Committee. The hotel president, Mr. Harry Singer, lives in the third penthouse but the Nixon Committee and candidate should have reasonable security with these facilities.

The Plaza opens for business on December 1, 1967. It is located 10 blocks north on Collins Avenue from the convention hotel, Fontainebleau, and 3½ miles north of the Convention Hall. There are two alternate routes from the Plaza to the Hall, both about 5 miles by car.

The two penthouses should house Mr. Nixon and his family (total bedrooms: 4) and provide some working space for his Personal Staff. The top floor of the hotel (17th) is ideal for headquarters functions and some living quarters while the 16th floor can be assigned as staff residences. Each floor has 35 rooms. The 15th floor should be reserved for VIP rooms and spill-over staff.

In addition to the telephone and radio communications equipment, the headquarters will have 30 desks and tables, 30 office chairs, 15 typewriters, a large xerox machine, mimeograph machine, two full-color offset printing machines, an adding machine, 15 file cabinets, one heavy safe, and quantities of charts, acetate overlays and the usual clerical

supplies. It is hoped that furniture and office equipment will be available on loan from Miami supporters but, if not, they can be rented from local sources.

In the Locator Room on the 17th floor there should be three closed circuit television cameras aimed at special charts showing (1) headquarters staff sign out board; (2) regional directors and Nixon state chairmen; and (3) opposition candidates and their managers. Television monitors will be located in the Campaign Manager's room as well as in the Assistant Manager's. This will permit location of key Nixon men at any time during the whole of the convention.

The Jackie of Hearts Room on the second floor should be secured for a Nixon VIP Hospitality suite. The 45' X 50' room can seat 375 persons or handle 450 standing. Large contributors, special delegates and staff personnel will have passes authorizing admittance to this room for coffee in the morning and cocktails in the evening.

The Gourmet Room can be reserved for another Hospitality Room for rank-and-file delegates. It has a seating capacity of 1,000 and is located on the 1st floor below the VIP Hospitality Room. Admission by delegate or alternate badge.

Arrangements should be made to use the Palladium Room on the second floor for news conferences. It can be partitioned into two sections: one to seat 700 members of the press and the second with typewriters and telephones, seating 350, for newsmen to file their stories. In addition, three smaller rooms (Carlton, Olympic, Hippodrome) can be used as press support rooms for release handouts, teletypes, message control, etc.

Arrangements should also be made early with the University of Miami officials for dormitory space for college-age Nixon supporters. Since the regular college will not be in session, it is assumed these housing facilities can be rented. Several buses can be contracted to shuttle Youth-for-Nixon personnel to and from the Miami Beach operations.

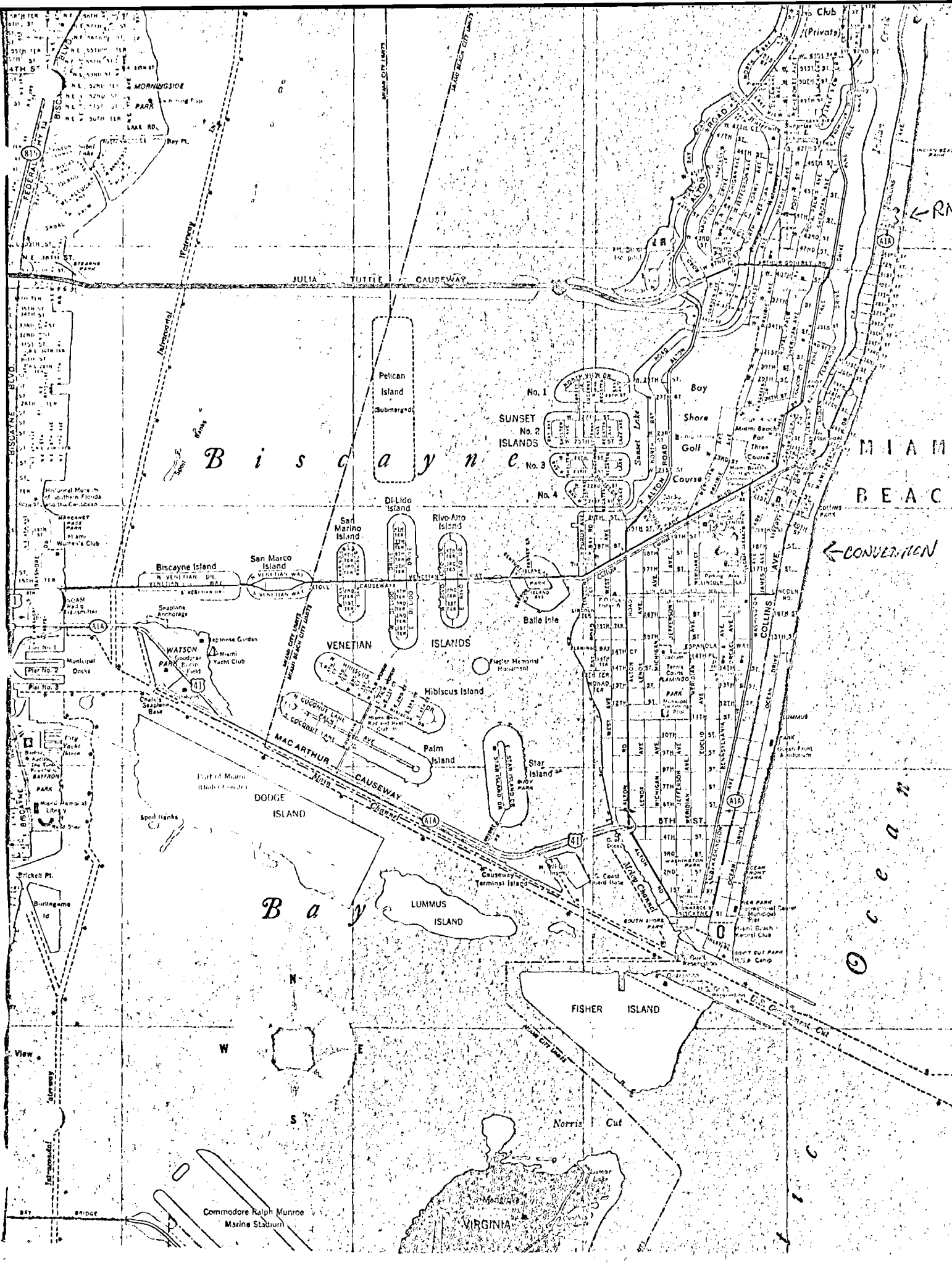
In addition, the Nixon Committee should try to commit at least five suites on the 1st floors of all major Beach hotels housing delegates. These would provide a local hospitality center as well as a listening post within the major hotels. Direct private line telephones will be installed to permit instant communications between the subheadquarters hotels and the Plaza.

A private home close to the Convention Hall should be rented for the week of August 3rd in order to have a confidential meeting place for the candidate and individuals he may want to talk with. This home can also be used as a holding area for Mr. Nixon before he appears before the convention.

A comprehensive accident and liability insurance policy should be purchased for the two weeks the Nixon Committee will be operating in Miami Beach. This will protect individuals, property and equipment in the event of damage or loss.

There is a health room on the penthouse floor for guests of the hotel. It is a concession to a private firm and could develop into a security problem with delegates having free access to the roof. It is recommended that the manager of this facility be persuaded to close the health rooms during convention week. It will be off-season and this probably can be arranged.

Also, the hotel manager should be requested to block off the elevator from stopping on the 17th floor. Everyone would have to get off on the 16th floor and walk up, provided they could get by the two security guards. The elevator would, however, go to the penthouse where another guard would screen individuals.



B i s c a y n e

M I A M
B E A C H

No. 1
SUNSET
No. 2
ISLANDS
No. 3
No. 4

← CONVENTION

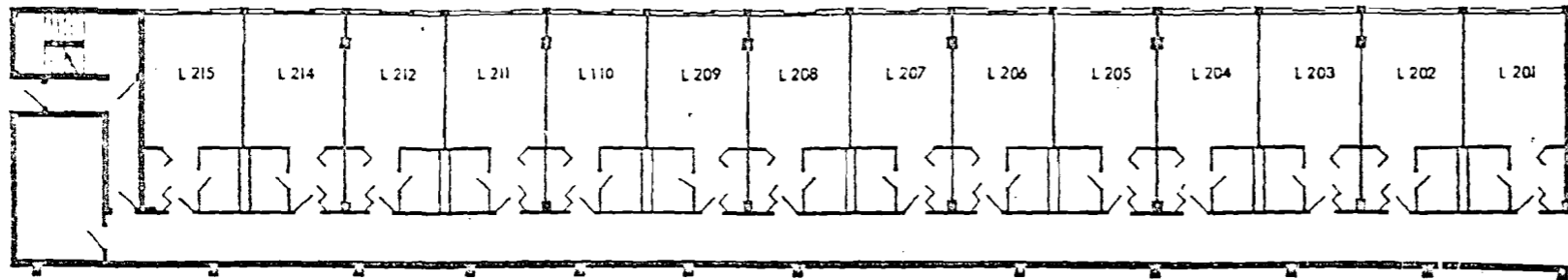
B a y

O c e a n

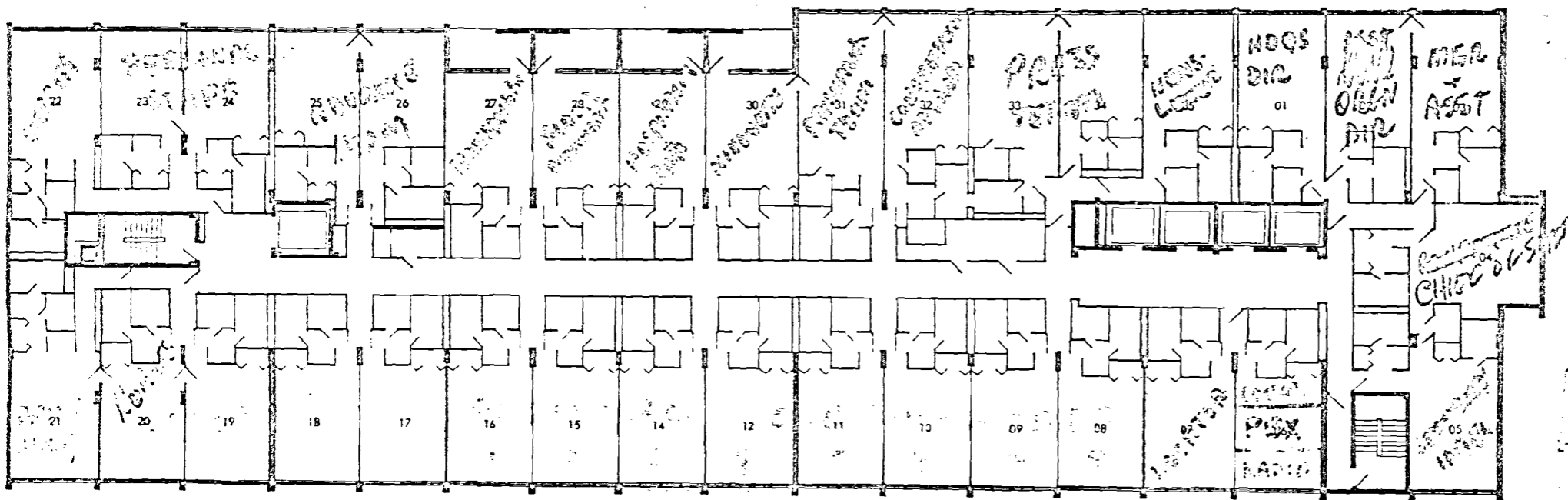
Commodore Ralph Munroe
Marine Stadium

VIRGINIA

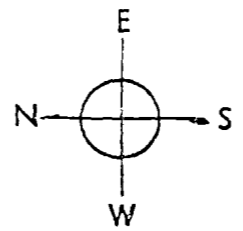
OCEAN



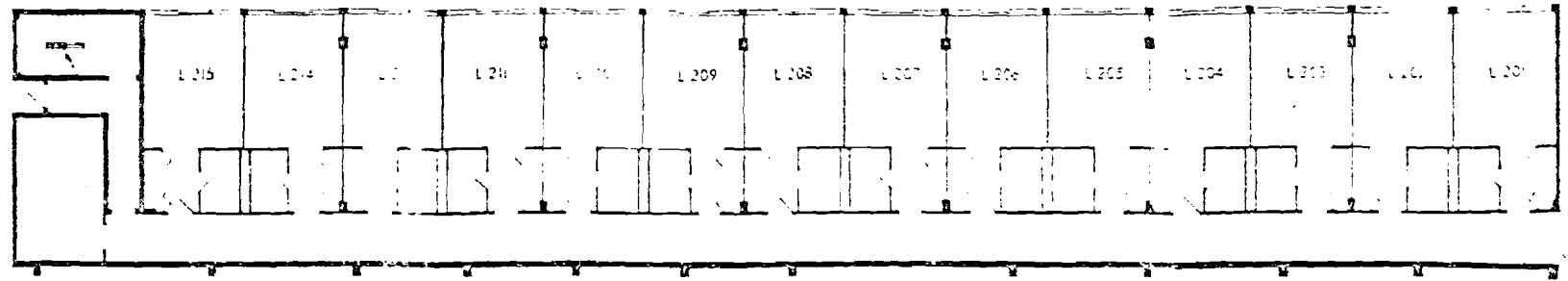
TYPICAL LANAI FLOOR PLAN



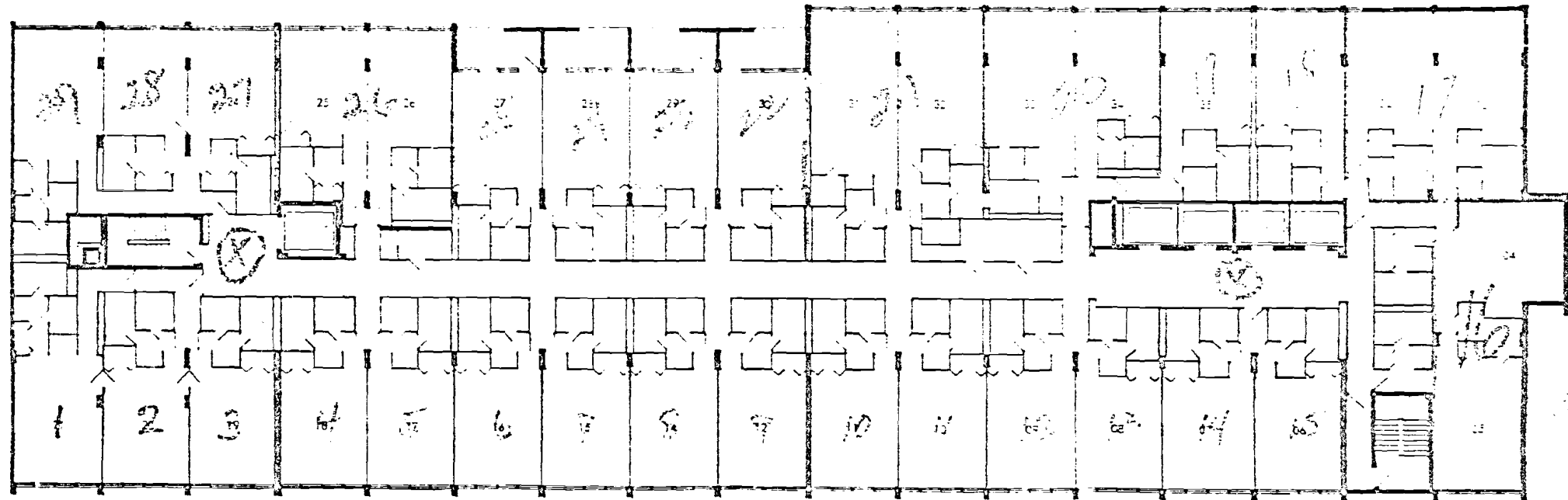
TYPICAL FLOOR PLAN



HILTON



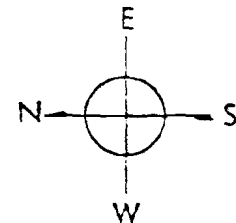
TYPICAL LANAI FLOOR PLAN



TYPICAL FLOOR PLAN

29 ROOMS TO ACCOMMODATE
58 MANU STAFF (5 DUAL SUITES)

THE *Staller* HILTON PLAZA



JACKIE OF HEARTS ROOM
AND FLOOR (45' x 50')

Seating = 375

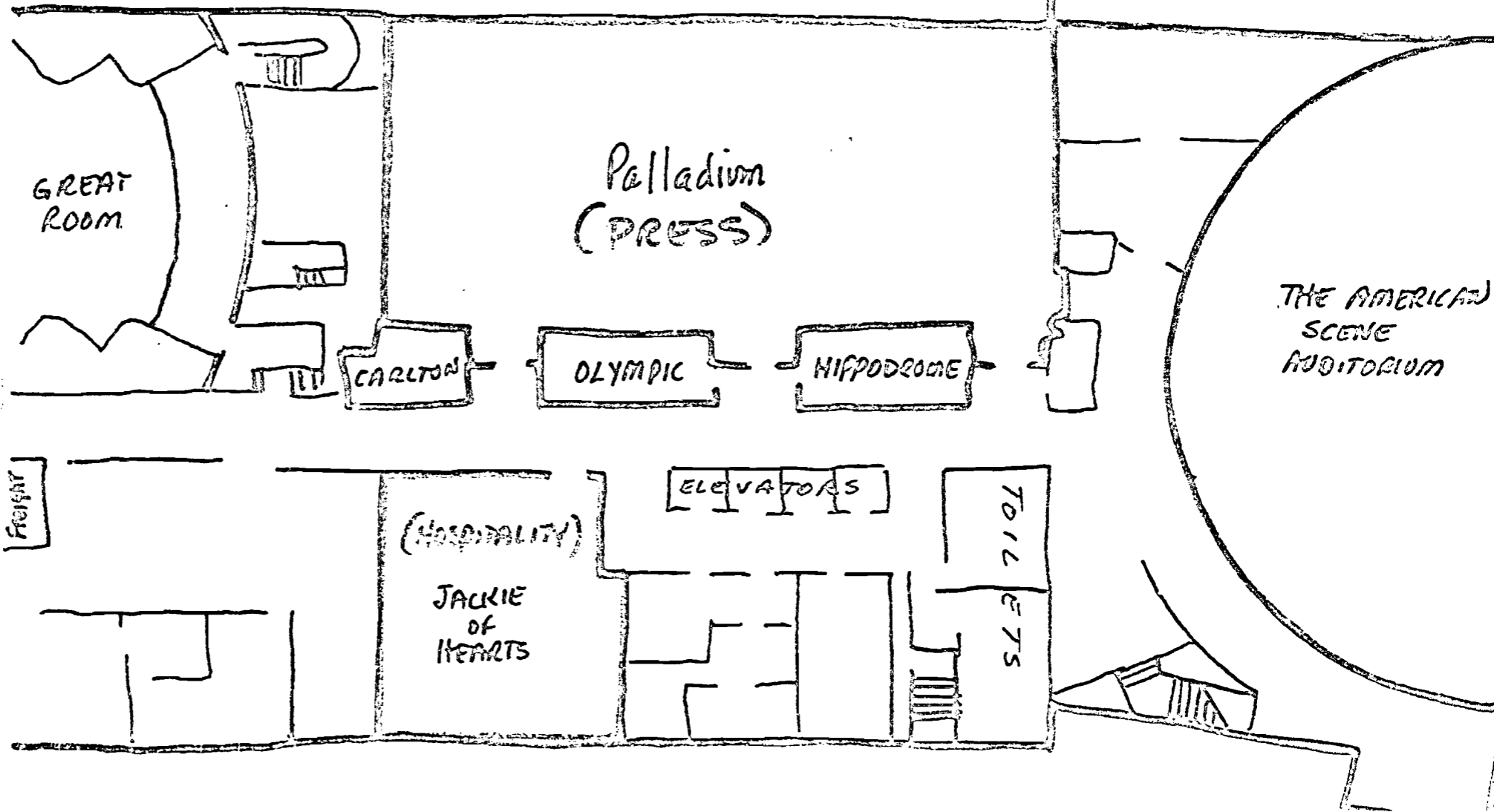
Standing = 450

Palladium room

Seating = 1100

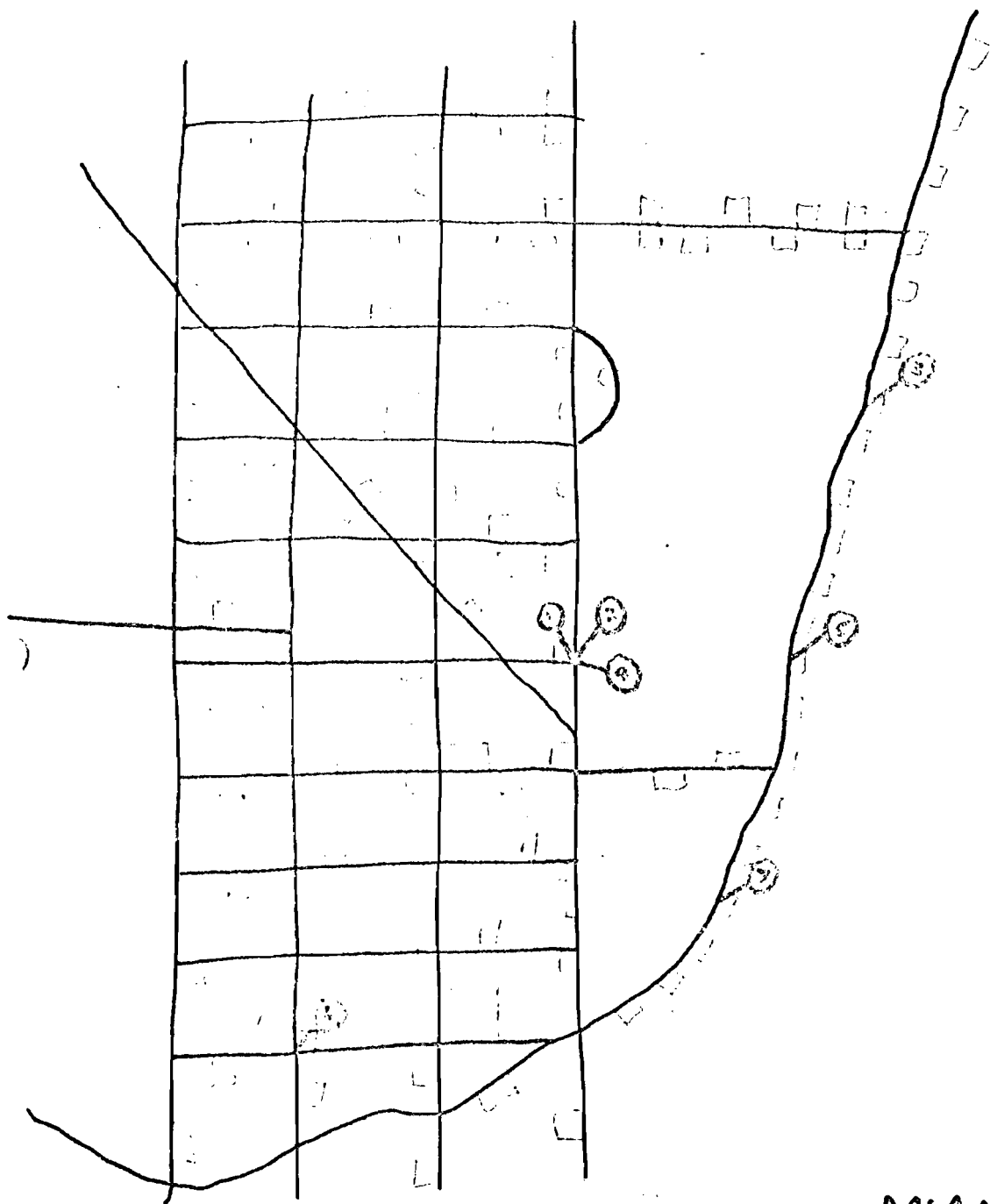
Standing = 1250

UPPER PART
OF
BAR



LOCATOR

HOURLY MAP OF OPPOSITION LEADERS (reported by Intelligence Unit)



MIAMI BEACH

1. George Romney
2. Nelson Rockefeller
3. Ronald Reagan
4. Len Hall
5. Hugh Scott

etc.

ORGANIZATION CHART
BY FUNCTIONS

CAMPAIGN MANAGER - John Mitchell

ASSISTANT CAMPAIGN MANAGER - Pete Flanigan

Bill Termon
DIRECTOR OF HEADQUARTERS

Bob Halloran
CHIEF OF STAFF

Bob Caldwell
DIRECTOR OF ORGANIZATION

- PR Communications
- Delegate Books *polit*
- PR Publications
- PR Distributions
- OP Transportation
- OP Logistics
- OP Advertising
- PR Press
- PR Newsletter
- Rally Floor Demonstrations
- Rally Hospitality
- Rally Receptions
- Rally Locator *polit*
- Rally Intelligence *polit*
- OP Secretarial
- Rally Nixonettes
- OP Security
- OP Persuasion Committee *polit*
- OP Congressional Advisors *polit*
- OP Treasurer
- OP Legal Services
- OP Research
- OP Mail Control
- OP VIPs
- Rally Youth Group
- Rally Host Committee

- Advance
- Security
- Communications
- Secretarial
- Personal aide
- Companions
- Speechwriter
- Press relations
- TV Advisor

- Floor Leader
- Assistant Floor Leader
- Parliamentarian
- Regional Coordinators
- Regional Directors
- Messengers
- Secretarial

↓
Nixon State Chairmen

PR
Sales

Rally
~~Letter~~
Revue

Operations
Bob Hitt

Tom Evans

PERSONNEL

It is anticipated that the Nixon for President Committee will require the staff services of 99 Republicans, each of whom has a job description and specific responsibilities during the Miami convention. Most of these individuals will be housed at the Statler Hilton Plaza and be assigned headquarters rooms for their various operations.

In addition, there will be a need for approximately 594 non-staff personnel to perform the necessary support services for a successful convention campaign. Among these volunteer groups will be Nixonettes, automobile drivers, floor demonstrators, key advisors, Congressmen and a material distribution team.

Breakdown of personnel by function:

MANAGERS OFFICE.....	3		
PERSONAL TEAM.....	13		
family.....	4		
ORGANIZATION TEAM.....	37		
state chairmen.....	53		
HEADQUARTERS TEAM.....	46		
distribution.....	50		
drivers.....	50		
nixonettes.....	100		
persuasion.....	12		
congressional.....	25		
demonstrators.....	300		
Subtotals		non-staff <u>594</u>	staff <u>99</u>
Grand Total of involved personnel.....	693		

NOTE ON PERSONNEL

Individuals herein assigned positions are tentative placements for planning purposes only. The Campaign Manager will add, delete or change responsibilities as he sees fit.

No specific assignments have been given to:

Henry Bellmon
Bob Ellsworth
John Sears
Drew Mason
Tom Evans
~~Rudy Burger~~ Dick Self
Jim Skidmore
Judy Cole
Bill Timmons
Washington secretarial staff

It is anticipated that the following Nixon boosters may be good Regional Coordinators (staff):

Peter Flanigan
Pat Hillings
Ned Sullivan
Bob Lee
Lyn Holton
John Mitchell
Dick Kleindienst
Bo Callaway
LEN GARMEN

ORGANIZATION BY JOB DESCRIPTION

NATIONAL CAMPAIGN MANAGER.....

John White

The National Campaign Manager is responsible for the success of, and has command over, all convention operations. He oversees campaign activities of the various departmental heads and personally supervises the Chief-of-Staff, Organization Director and Headquarters Director. He alone has authority to make key decisions for the Nixon for President Committee. In addition, the National Campaign Manager directs the floor strategy from a special telephone/radio control center at the off-floor Command Post and decides the correct Nixon vote on every issue before the convention.

ASSISTANT TO THE NATIONAL CAMPAIGN MANAGER.....

Pete Flannery

The Assistant to the National Campaign Manager works directly for the Manager and assumes responsibility and authority as delegated. He studies and evaluate operational concepts and objectives, reviews procedures and conducts campaign administrative functions at the highest level. At the Command Post he occupys a position next to the Campaign Manager.

SECRETARY TO THE NATIONAL CAMPAIGN MANAGER.....

The Secretary to the National Campaign Manager provides general clerical duties as instructed, including scheduling the Manager's and Assistant Manager's time, answering telephone calls, typing campaign memos and arranging conferences. She remains at the hotel headquarters throughout the week.

TOTAL PERSONNEL

3

THE HEADQUARTERS TEAM

THE HEADQUARTERS DIRECTOR..... *Bill Timmons*

The Headquarters Director is responsible for executing the operations of the Headquarters Team. He organizes, trains and equips staff personnel and personally directs their activities. He reports to the National Campaign Manager. In addition to his other duties, the Headquarters Director will control access to the Command Post at the convention hall.

SECRETARY TO THE HEADQUARTERS DIRECTOR.....

The Secretary to the Headquarters Director provides general clerical duties as instructed, including scheduling the Director's time, answering telephone calls, typing campaign memos and arranging conferences. She remains at the headquarters throughout the week.

LOGISTICS COORDINATOR.....

The Logistics Coordinator performs the functions of office manager for Plaza and other hotel rooms assigned the Nixon Committee. He is responsible to the Headquarters Director for planning all arrangements and the production, acquisition, inventory, storage, transportation and maintenance of supplies and equipment. He provides other logistical services as instructed.

SECRETARY TO THE LOGISTICS COORDINATOR.....

The Secretary to the Logistics Coordinator provides general clerical duties as instructed and assists him in headquarters record keeping.

MAIL CLERK.....

The Mail Clerk is responsible for establishing contact with the Miami and Miami Beach Post Offices and arranging periodic pick-up of mail addressed to Mr. Nixon and the campaign staff. In addition, he is responsible for opening the mail and its immediate delivery to appropriate personnel. Moreover, the Mail Clerk is charged with the prompt mailing and, when necessary, the personal delivery of written communications from the candidate and headquarters.

DELEGATE CONTROL.....

The Delegate Control is responsible for maintaining a complete and accurate file the background, persuasion and weaknesses of every delegate and alternate. He knows how every delegate can be expected to vote on any given issue and keeps on up-to-the-minute vote count. The Delegate Control analyzes voting patterns and convention trends and suggests specific approaches to winning new supporters. He maintains a count board at both the headquarters and command post.

COMMUNICATIONS DIRECTOR..... Ron Crawford

The Communications Director develops an integrated telephone and radio system for the headquarters, command post, automobiles, penthouse, bellboy locators and walkie-talkies. He arranges for the privacy of the communications through code scrabblers, and assures non jamming through special frequencies and antennas. He is responsible for the efficient communications operations at both headquarters and command post.

PUBLICATIONS DIRECTOR..... Alan Woods

The Publications Director is responsible for the printing of all campaign literature and the maintenance of adequate supply of Nixon materials. He oversees the publication of the Nixon Newsletter.

SECRETARY TO THE PUBLICATIONS DIRECTOR.....

The Secretary to the Publications Director provides general clerical duties as instructed, including the typing of mimeograph stencils, copy for the offset printing and other duplicating assignments.

DISTRIBUTION DIRECTOR..... Ron McCoy

The Distribution Director is charged with the fast and accurate circulation of campaign publications, including the Nixon Newsletter, friendly newspapers and other materials as instructed. He supervises 50 members of the Distribution Team who are stationed at the various convention hotels, arranges their assignments and schedules. He utilizes two panel trucks to transport materials to their destination.

TRANSPORTATION DIRECTOR..... Mort Allin

The Transportation Director makes the necessary arrangements for all essential Nixon campaign transportation. He rents buses to transport delegates from the airport to their hotels and secures 100 cars for the staff and key delegates. He personally oversees 50 drivers, makes their assignments and schedules.

DEMONSTRATION DIRECTOR..... John Nidecker

The Demonstration Director is responsible for putting on a colorful and enthusiastic floor demonstration when Mr. Nixon is nominated. He consults with a professional convention promoter and the advertising director, arranges for a spirited marching band and oversees the distribution of advertising materials among the delegates on the floor.

HOSPITALITY DIRECTOR..... Nick Ruwe

The Hospitality Director is charged with planning the press party, Pat's tea, Nixon Night Reception and the celebration party. His responsibilities include securing locations, purchasing supplies, arranging decorations and entertainment, extending invitations and handling party logistics. He also has full authority over Nixon Hospitality Suites in the various hotels and cooperates with the Nixonette Director for assignments for hostesses.

LOCATOR DIRECTOR.....

The Locator Director maintains a listing of all candidates, staff, press, delegates and alternates showing exact whereabouts of key Republicans. He supervises the staff signout board at the headquarters and has access to the beeper contact system for quick contact.

INTELLIGENCE DIRECTOR.....

The Intelligence Director is responsible for continued surveillance of opposition candidates and their key supporters as well as evaluating the loyalty of pro-Nixon delegates. He directly supervises 10 agents who monitor opponents communications and, when instructed, harass them and their supporters. (Intelligence Director and his agents will not be listed in this book for obvious security reasons).

SECRETARY TO THE INTELLIGENCE DIRECTOR.....

The Secretary to the Intelligence Director provides general clerical duties as instructed, typing summaries of information gathered, memos, etc. She remains at the hotel headquarters throughout the week.

NIXONETTE DIRECTOR.....

The Nixonette Director will be a lady responsible for supervising the activities of 100 volunteers who will act as hostesses, honor guards and office clerks when needed. In addition, they will participate in the Nixon floor demonstration.

SECURITY DIRECTOR.....

The Security Director will arrange for, and assign, and direct the rent-a-cops at the penthouse, headquarters and command post and be personally responsible for access to campaign facilities. He devises and implements a plan of recognition. He maintains a reasonable contact with the Miami Beach Police Department in case of emergencies.

PERSUASION COMMITTEE DIRECTOR..... Bryce Harlow

The Persuasion Committee Director directs the activities of a select, blue ribbon group of prominent Republicans who are organized to influence key delegates in Mr. Nixon's behalf. Upon consultation with the National Campaign Manager, he makes assignments and receives reports of contacts made. (Other members of this committee: Maurice Stans, Fred Seaton, John Lodge, Wiley Buchanan, Bob Hill, Jerry Morgan, Perkins McQuire, Tom Dewey, Jerry Milbank, Neil McElroy, Bob Gray, Carl Stahl)

CONGRESSIONAL SUPPORT DIRECTOR..... Don Jackson

= The Congressional Support Director mobilizes Senatorial and Congressional supporters during convention week. He arranges for public endorsements and schedules Members of Congress to speak before state caucuses in behalf of Mr. Nixon. Upon instruction, he asks prominent Senators and Representatives to buttonhole key delegates in an effort to persuade them to support Dick Nixon.

TREASURER.....

The Treasurer maintains a special convention account in a Miami bank on which he is authorized to draw checks when countersigned by the Headquarters Director. He is responsible for insuring the convention campaign operates within the limits of the adopted budget and cash on hand.

ADVERTISING DIRECTOR..... Frank Lee

The Advertising Director is responsible for the planning, production and purchase of all advertising for the convention campaign. He lays out copy for outdoor billboard and buys space. He secures time and makes tapes for local radios. In addition, he directs other promotional items such as Nixon costumes, brochures, signs, lapel pens, and coordinates with a professional convention promoter on the floor demonstration.

PRESS DIRECTOR.....

The Press Director arranges the candidate's press conferences, prepares press releases for the Nixon Committee and acts as campaign liaison between the campaign and the news media. He is charged with the placement of favorable stories with friendly reporters and acts as advisor to the National Campaign Manager on press relations.

ASSISTANT PRESS DIRECTOR FOR NEWSPAPERS..... Neal Freeman

The Assistant Press Director for Newspapers is responsible for cultivating reporters and distributing press releases to the working press in Miami Beach.

ASSISTANT PRESS DIRECTOR FOR RADIO-TV.....

The Assistant Press Director of Radio-TV is responsible for cultivating radio and television personnel and distributing press releases to them in Miami Beach. He monitors key radio and TV programs for content and trends and reports to the Press Director.

SECRETARY TO THE PRESS DIRECTOR.....

The Secretary to the Press Director provides general clerical duties as instructed, including scheduling, answering telephone calls, typing copy for press releases and arranging for duplicating by the Publications Director.

NEWSLETTER DIRECTOR.....

The Newsletter Director prepares copy and pictures for the daily Nixon Newsletter and such other special publications as instructed. He arranges duplicating by the Publications Director and circulation by the Distribution Director.

LEGAL AIDE.....

The Legal Aide is the official attorney for the Nixon Committee. He advises the Campaign Manager on laws of libel and slander, legal obligations regarding Miami contracts and arranges for a comprehensive insurance policy to cover personnel and equipment at the headquarters, command post and hospitality suites.

RESEARCH DIRECTOR..... Richard Whalen

The Research Director provides the candidate and National Campaign Manager will research draft data and cooperates with the Speechwriter on accumulating raw information for speeches and statements.

ASSISTANT TO THE RESEARCH DIRECTOR..... Agnes Waldron

The Assistant to the Research Director assists in gathering facts and opinion on pertinent issues and personalities.

RESEARCH LIBRARIAN..... Alicia Boyd

The Research Librarian maintains the files, clippings and documents necessary to assure the success of the research operation.

SECRETARY TO THE RESEARCH DIRECTOR..... Carolyn Miller

The Secretary to the Research Director provides general clerical duties for the Research Team as instructed, including typing draft material and memos.

PBX TEAM.....1

There will be three PBX operators recruited from Nixon supporters. Each will be responsible one 8-hour shift throughout the convention 2 3

CLERICAL DIRECTOR.....

The Clerical Director will maintain a clerical/secretarial pool utilizing volunteer workers. She will be responsible for providing office support functions for the Headquarters Team.

TOTAL PERSONNEL 46

(not including volunteers)

NIXON'S PERSONAL TEAM

CHIEF OF STAFF.....

Bob Helman

The Chief of Staff supervises all activities of the Personal Team and protects the candidate's time by controlling his schedule and movement. It is his responsibility to provide liaison between the campaign and Mr. Nixon. He studies, reports and advises the candidate on the conduct of the campaign.

SECRETARY TO THE CHIEF OF STAFF.....

The Secretary to the Chief of Staff performs general clerical duties as instructed, including typing memos, correspondence and arranging conferences. She remains at the hotel penthouse throughout the week.

ADVANCE DIRECTOR.....

John Whitaker

The Advance Director is charged with the expeditious movement of the candidate. He confers with the Chief of Staff on scheduling and must be thoroughly familiar with all hotels, roads and modes of transportation.

ADVANCE TEAM.....

Roy Goodearle
~~John Ehrlichman~~
Henry Hyde

The Advance Team is assigned specific advance duties by the Advance Director. (Nick Ruwe, John Nidecker & Ned Sullivan are available to double as advance assistants).

CHIEF OF SECURITY.....

~~Dale Grubb~~

The Chief of Security is responsible for the protection of the candidate's person and remains at his side always. He directs the security guards hired to protect the penthouse and recommends to the Chief of Staff specific actions necessary to safeguard Mr. Nixon.

PERSONAL SECRETARY.....

Rose Mary Woods

The Personal Secretary performs general duties for the candidate, including maintenance of daily agendas, summaries of meetings, correspondence and memos from Mr. Nixon.

PERSONAL AIDE..... Dwight Chapin

The Personal Aide is responsible for assisting the candidate and performing general administrative duties for the Personal Team.

COMMUNICATIONS DIRECTOR..... John Davies

The Communications Director answers all incoming telephone calls, takes messages, places outgoing calls for the candidate. He maintains a complete record of all telephone and radio communications and is charged specifically with protecting the candidate from non-essential calls.

CANDIDATE'S COMPANION..... Bebe Rebozo

The Companion is responsible for relieving the candidate from the pressures of the convention.

WIFE'S COMPANION..... Mrs. Jack Drown

Pat's Companion is responsible for relieving her of the tensions surrounding the Miami operations.

SPEECHWRITER..... Ray Price

The Speechwriter is charged with drafting the acceptance speech and such other addresses the candidate may be called on to make. He utilizes the services of the headquarters research section.

PRESS DIRECTOR..... Pat Buchanan

The Press Director composes all special communications for the candidate, including personal statements to the press and other official comments of Mr. Nixon. He utilizes the services of the headquarters public relations section.

OTHERS IN THE PENTHOUSE..... Richard Nixon

David Eisenhower
Jeff Douglas?

Mrs. Richard Nixon
Tricia Nixon
Julie Nixon

TOTAL PERSONNEL 16

+ aide to CP
2-3 secretaries

THE ORGANIZATION TEAM

ORGANIZATION DIRECTOR..... *Bob Ellsworth*

The Organization Director is responsible for both the field and floor operations during the convention. He supervises the activities of the Regional Coordinators, Regional Directors and Floor Leaders. He reports to the National Campaign Manager and occupies a position next to him at the Command Post. He is charged with the implementation, in the line, of the tactics devised within the grand strategy.

SECRETARY TO THE ORGANIZATION DIRECTOR.....

The Secretary to the Organization Director provides general clerical duties as instructed, including scheduling the Director's time, answering telephone calls, typing campaign memos and arranging conferences. She remains at the hotel headquarters throughout the week.

PARLIAMENTARIAN.....

The Parliamentarian advises the National Campaign Manager and the Organization Director on floor strategy and maneuvers, within the limits of parliamentary procedure and convention rules. He is stationed at the off-floor Command Post.

FLOOR LEADER. (*Delegate*)..... 

The Floor Leader offers Nixon motions, cultivates other speakers and mobilizes the necessary delegate votes to carry! He maintains a direct telephone line with the Command Post and consults with the National Campaign Manager, Organization Director and Parliamentarian on strategy and floor tactics.

ASSISTANT FLOOR LEADER. (*Delegate*)..... Rep. Les Arends

The Assistant Floor Leader assists the Floor Leader and is specifically responsible for counting delegate votes expected on every issue before the convention. He has radio communications with the Command Post and moves about the floor providing liaison with the Regional Directors.

MESSENGERS..... (8)

Messengers, loyal to Nixon, will be assigned to the Organization Director during convention sessions. They will be stationed at the Command Post but have access to the floor and be able to identify Regional Directors and key Nixon delegates.

REGIONAL COORDINATORS..... (8)

The Regional Coordinators, in a staff capacity, provide the principal contact between the Headquarters/Command Post and the Regional Directors. Each maintains constant communication with their delegate counterpart during convention week. At the Command Post they occupy a position linking them with the Regional Directors by radio and key Nixon delegates by telephone. Each Regional Coordinator has a separate headquarters room as well as a radio equipped automobile.

SECRETARIES TO THE REGIONAL COORDINATORS..... (8)

Each Regional Coordinator will have a secretary assigned to perform general clerical duties as instructed. They remain at the hotel headquarters throughout the week.

REGIONAL DIRECTORS..... (8)

The Regional Directors are working delegates with responsibilities for promoting Nixon interests within their geographical areas. They coordinate all activities with their staff counterpart and implement decisions of the National Campaign Manager and Organization Director. They reside with their delegations but are assigned radio telephone automobiles. They occupy strategic positions on the floor and are in constant radio contact with the Command Post. They help the Assistant Floor Leader in counting delegate votes on the Floor.

NIXON STATE CHAIRMEN..... (53)

One influential delegate should be appointed Nixon State Chairman. Where possible this key man should have also been Nixon State Chairman during the pre-convention period. He is responsible for delivering the votes of his delegation and reports to his Regional Director. In addition, he is responsible for providing all Nixon support functions for his delegation, such as scheduling speakers before caucuses, distributing campaign material, making certain pro-Nixon delegates are on the floor, feeding back intelligence information, etc.

TOTAL PERSONNEL 90

VOLUNTEER PERSONNEL

A number of Republicans have volunteered to be of assistance to the Nixon campaign in Miami Beach. Among them are:

Jayne A. Goodall (Don Jackson's former secretary)
Mike Tarrant (prominent college YR)
John Ryan (former executive secretary of college YRs)
Bob Bradford (assistant to Rep. Dick Poff)
Jerry Reynolds (assistant to Rep. Don Clausen)
Larry Raida (assistant to Rep. Bob Denney)
John Stuckey (assistant to Rep. Bill Brock)
Dave Cole (assistant to Rep. Wiley Mayne)
Bernie Windon (assistant to President of Ingersoll Tool)

COMMAND POST

One of the most important aspects of the whole convention proceedings will be the operation of the off-floor Command Post. In this room, the campaign manager, his top assistants and the regional coordinators will establish floor communications and direct the Nixon strategy during sessions of the Republican National Convention.

It was originally hoped that two storage rooms adjacent to the convention floor could be used as the Command Post. However, a new Convention Hall is currently being built next to the old one, and rooms will not be available. Therefore, the Nixon Committee must request permission of Mr Bliss to operate a specially-equipped trailer. Since adequate campaign facilities will not be available, the National GOP Chairman as well as other candidates will have to operate from trailers behind the Hall at the entrance to the podium. A special compound should be erected with convention guards to control access to this area. In addition, the Nixon Committee should hire one rent-a-cop of its own to insure security for the trailer Command Post.

Each of the eight Regional Coordinators will have direct line telephones to three key delegates in their assigned area (total phones: 24) as well as a short-wave radio communication with their Regional Director on the Floor (total radios on floor: 8). The Nixon delegates manning the phone will sit by the aisle and have several

runners beside them. The Regional Directors, having radios, will be able to move about their regions and still maintain communication with the Coordinators at the Command Post.

This whole system will be tied together at the campaign manager's desk through a special console enabling him to use any one of the telephones or radios separately or all collectively. In addition, the Manager will have a direct telephone to the Floor Leader and a radio to contact the Assistant Floor Leader who will have mobility.

Moreover, the Manager will also have a direct line telephone to the podium where a key Nixon man will be stationed. (It may be necessary to "plant" this man as a working member of the press). He will also have telephone communications with the Plaza PBX at headquarters and with Mr. Nixon's penthouse as well several outside lines. Also he will have radio communication with key men in the galleries and at the various exits to the Convention Hall.

The Assistant Campaign Manager will sit next to the Manager and have a complete duplicate telephone-radio console to enable him to take over at any point. The Assistant Manager will also work the special console radio base permitting him one-way communication with the delegates, pages, sergeants-at-arms, doorkeepers and staff having small bellboys or pageboys. These individuals can receive messages from the Assistant Manager but cannot reply.

Two closed circuit television cameras will be installed on the ceiling of the Convention Hall with remote controls to the Command Post. The Manager can direct, observe and

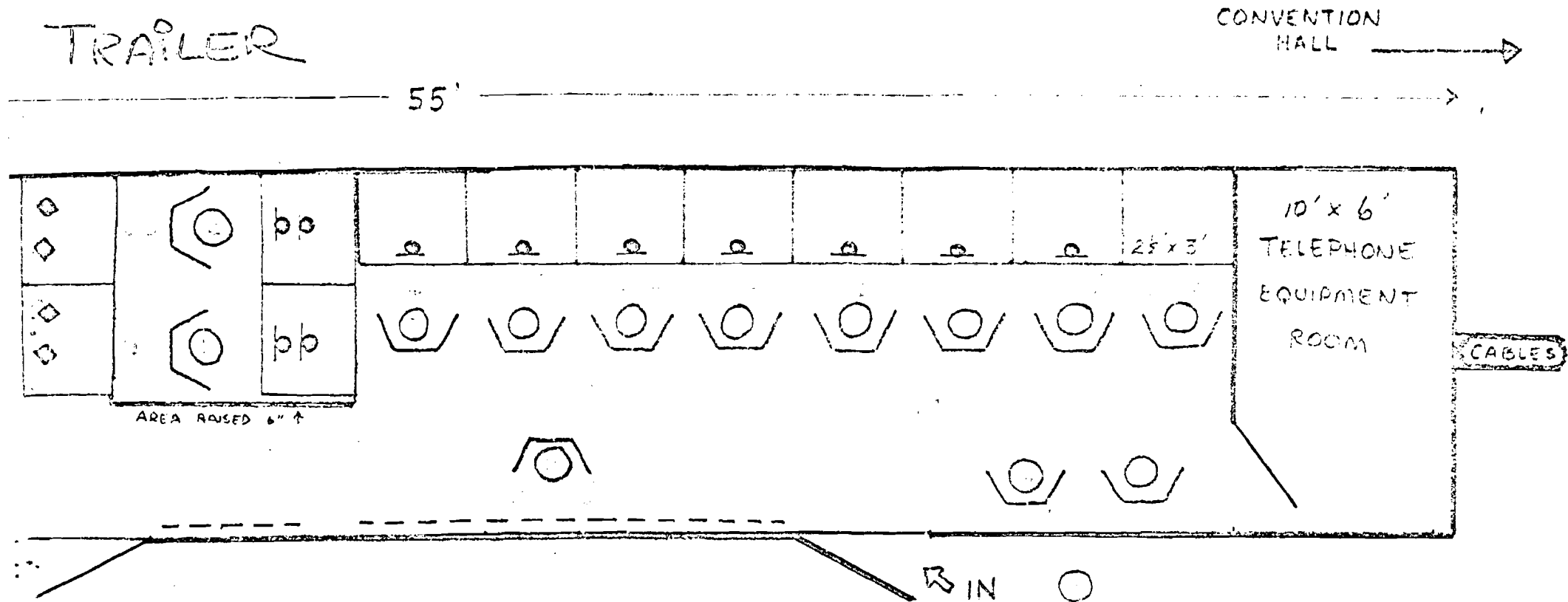
"zoom in" on floor maneuvers and the podium.

One staff man will be responsible for maintaining an acetate counting board with "hard core" - "leaning for" - "unknown" - "leaning against" - "lost" columns. Another staffer will provide a running tally of votes with an adding machine. There will be radio and telephone maintenance men available during convention sessions to handle malfunctions and to assure power sources.

Messengers with floor access should also be available to the Command Post trailer.

Command Post personnel will report one hour before each convention session, and the floor team (24 on telephones, 8 on radios, Floor Leader, Assistant Floor Leader, and Podium Control, as well as radio men at the exits and gallery) should be at their stations one-half hour before convening.

SCALE: $\frac{1}{4}'' = 1'$
TRAILER

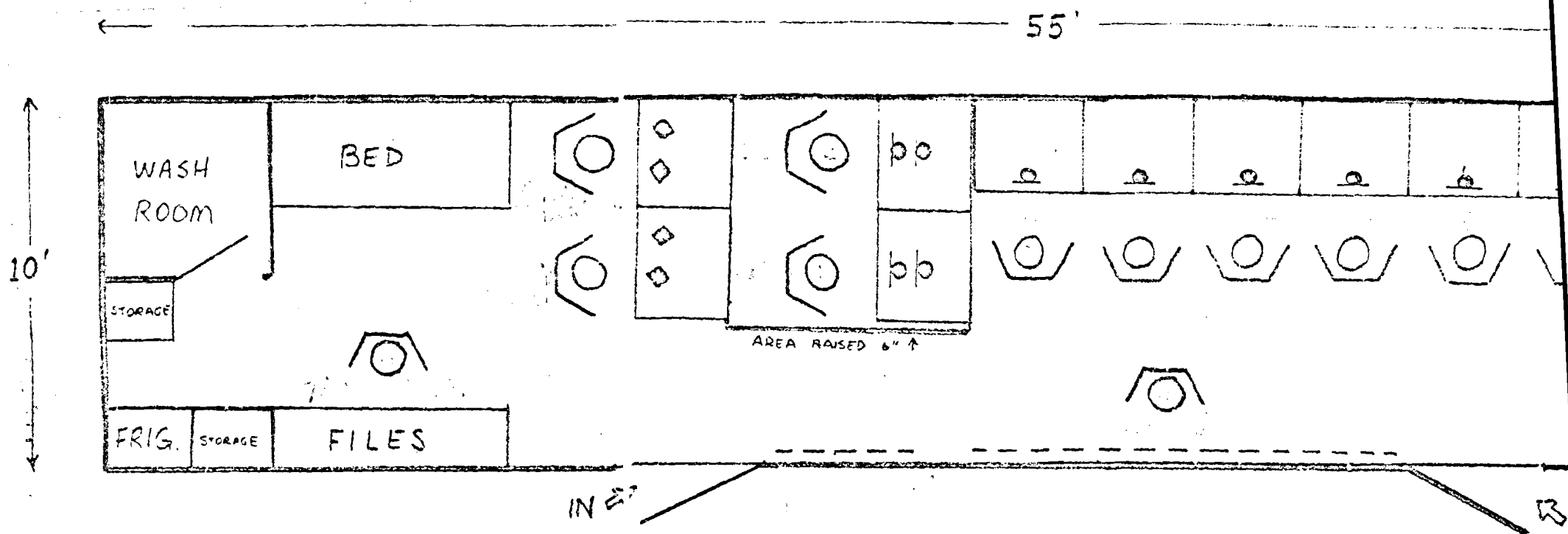


NOTES:

1. ALL WORK TABLES ARE 28" HIGH
2. PARTITIONS BETWEEN TABLES ARE 26" HIGH; FIRST 14" ACUSTICAL BOARD & LAST 12" CLEAR GLASS
3. BACKS OF ALL WORK TABLES ARE 14" ACUSTICAL BOARD
4. ALL CHAIRS ARE SWIVEL WITH ARM RESTS
5. TELEVISIONS ARE MOUNTED BETWEEN WALL & CETLING,
6. WINDOWS ARE NOT SHOWN ON DRAWING
7. There will be required 4 window air conditioners

TOP VIEW

TRAILER



PERSONNEL:

[Faint, illegible handwritten text, possibly describing personnel requirements or assignments.]

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ORGANIZATION

A MIAMI HOST COMMITTEE

Perhaps the first step in planning organization for the convention operations is the creation of a select, blue-ribbon Host Committee of Miami area residents. Contact should be made with congressional candidate Mike Thompson, Dade County GOP Chairman, State GOP Committeeman and woman, Young Republican Chairman and Women's Federation Club President. Also, Jim Skidmore can provide names of key Jaycees in the Miami area.

Once a list is comprised, it is recommended that Jack Sherwood investigate their backgrounds to make certain there are no scandals to plague the Nixon Committee. Mr. Sherwood was Nixon's secret service man when Vice President and currently has a small detective agency in Fort Lauderdale.

The officers of the Host Committee should include a Chairman, female Co-Chairman, Treasurer and General Counsel. It is suggested that the following subcommittees

be organized:

- HOUSING
- TRANSPORTATION
- ADVERTISING
- PUBLICITY
- FINANCE
- YOUTH
- NIXONETTES
- HOSPITALITY
- DEMONSTRATIONS
- CUBAN-AMERICANS
- CORRESPONDENCE

After the Host Committee is organized with four officers and eleven subcommittee chairmen a membership drive should be undertaken in an effort to commit 1,000 Miami area residents to work within the framework of the adopted program.

A bank account should be opened in a local bank with checks drawn by the Chairman and co-signed by the Treasurer.

A suitable downtown headquarters should be rented to serve as a focal point for the Host Committee operations.

Maximum publicity should be given to the organization's creation with a press conference scheduled for late January.

The Committee may decide to buy full page advertisements in the Miami, Fort Lauderdale and Palm Beach newspapers with clip-out and send-in pledge forms.

Among those who should be initially contacted are

BILL MURFIN, GOP State Chairman
GRAY BOYLSTON, GOP State Finance Chairman
BEBE REBOZO, personal friend of Mr. Nixon's
BILL DUKE, Broward County GOP Chairman
MIKE THOMPSON, Miami congressional candidate
JARY NIXON, Miami young attorney
JOHN LONG, Miami advertising executive
HAL STAYMAN, Turnpike commissioner
MURRAY SHELDON, Miami Beach insurance man
PHYLLIS MOORE, Broward GOP committeewoman
ALICIA O'NEAL, Dade GOP committeewoman
WINN LIPPERT, Dade YR chairman
JIM ALLISON, Gurney's state campaign manager
FRANK FOSTER, West Palm Beach Jaycee
JIM GREGORY, West Palm Beach Jaycee
JOHN WATFORD, District Manager, Motorola
JOE MARTINEZ, Hollywood Southern Bell manager

and as many Florida state legislators as possible.....

ORGANIZATIONAL STRUCTURE

Whenever possible each state will have an influential delegate designated Nixon State Chairman. He will assign another trusted delegate to work as his assistant.

Each Nixon State Chairman will appoint a strong delegate to pair with a weak one in an effort to avoid delegate erosions and keep Nixon delegates on the Floor and informed of major activities. In addition, in those states where it is possible, a strong delegate should be assigned to watch each Romney-Rockefeller delegate, report his movements and convince him of the merits of supporting Richard Nixon.

State Nixon Chairman will report directly to their Regional Director, also a key delegate. He, in turn, is responsible to his Regional Coordinator, who will be a Nixon staff man.

Each Nixon State Chairman, Regional Director and Regional Coordinator will be assigned a Nixon car and special driver along with a telephone bellboy (beeper communications signal) with special call-in number. The Regional Directors and Coordinators will have radio telephones in their automobiles.

Every Nixon State Chairman will report his exact whereabouts ^{at all times} ~~at all times~~ to the regional director who, in turn, will report to the Regional Coordinator located at the campaign headquarters. The Regional Coordinators will maintain locator boards to enable the staff to know how to reach delegates at any time.

Nixon State Chairmen and Regional Directors will live with their respective delegations. The Regional Coordinators,

as staff members, will reside at the Plaza campaign headquarters.

Wherever possible, Regional Directors will maintain a special Nixon subheadquarters suite in their own hotel with direct private line telephone to the Plaza headquarters and their Regional Coordinators. This facility must be manned at all times, day and night, and will provide a instant communication link between the Nixon forces in the various hotels and the central headquarters.

Regular briefings of Nixon State Chairmen, Regional Directors, Regional Coordinators and key men will be held, on call, at the Plaza hotel in a pre-designated room. However, each Nixon state chairman will have identification permitting access to the 17th floor headquarters.

PERSUASION COMMITTEE

A group of prominent Republicans will be organized into a special "Persuasion Committee" for the purpose of influencing delegates to support Dick Nixon. They will be housed in the Plaza and work out of a suite on the 17th floor headquarters. This Committee will have a chairman who will make assignments, such as buttonholing key delegates and opinion molders, speak before caucuses, dine with influential leaders, etc. The Committee will have ten cars and drivers at its disposal. It is estimated that the Persuasion Committee will be comprised of about twenty-five major Republican leaders.

DUTIES OF REGIONAL COORDINATOR

GENERAL

1. Prepare complete background brief on every delegate and alternate within region soon after election.
2. Know when, where and how every delegate in region is scheduled to arrive Miami.
3. Arrive Miami week before convention convenes.
4. Check in living quarters at Statler Hilton Plaza.
5. Report to assigned headquarters suite at Plaza.
6. Brief Regional Secretary on her duties.
7. Sign out shortwave radio, bellboy "beeper" and radio equipped automobile for personal use.
8. Arrange with Transportation Director for private car for Regional Director and each Nixon state chairman.
9. Schedule buses for pro-Nixon and undecided delegates and alternates in region to take them to hotels.
10. Secure hotel room numbers and telephone numbers for every delegate in region.
11. Arrange for letter of greeting to be delivered to every delegate and alternate in region.
12. Arrange for invitation to Nixon Night reception to be delivered to every delegate and alternate in region.
13. Pass out campaign material to friendly Nixon delegations.
14. Find out when and where state delegations plan to meet.
15. If instructed by the National Campaign Manager, arrange for Mr. Nixon or a member of the Persuasion Committee or Congressional Advisors to speak before state caucuses.
16. Maintain locator board in headquarters for exact whereabouts of Regional Director and Nixon state chairmen within region.
17. Arrange for Regional Director and Nixon state chairmen to attend staff briefings.

FLOOR

1. Meet at Command Post one hour before each session convenes.
2. Man the telephone-radio unit for assigned region, linking three Nixon state chairmen and Regional Director with the Command Post.

3. Assign speakers from floor for Nixon motions as instructed.
4. Request state floor caucuses, when necessary, and report anticipated vote.
5. If approved, arrange for VIPs within region to have private talks off the floor with the National Campaign Manager.
6. Encourage Regional Director and Nixon state chairmen to report any unusual conversations or actions from adjoining delegations.
7. Follow procedural checklist:
 - a. insure proper functioning of all equipment
 - b. make certain all Nixon delegates are present
 - c. be sure speakers and leaders within region are present
 - d. ascertain that messengers are present
 - e. inform regional leaders of upcoming business and proper Nixon vote as determined by Campaign Manager
8. Secure all equipment at adjournment.

DUTIES OF REGIONAL DIRECTOR

GENERAL To cooperate and assist the Regional Coordinator in all his assigned duties within the region. The Director (a delegate) and the Coordinator (a staff man) work as a team in all the duties outlined above.

FLOOR To be positioned at an assigned strategic location within the region and maintain radio communications with the Command Post. To perform all duties requested by the Campaign Manager, Regional Coordinator, Floor Leader or Assistant Floor Leader.

DUTIES OF NIXON STATE CHAIRMEN

GENERAL

FLOOR TACTICS

In addition to early politicking for convention committee posts, election of temporary and permanent chairmen, keynoter, content of platform, selection of doorkeepers and sergeants-at-arms, the Romney-Rockefeller combine will probably make their first real floor fight on opening day over the temporary roll, trying to exclude pro-Nixon delegates under some trumped up charge, such as for example congressional district delegates may have been selected from malapportioned districts.

Consideration of the Temporary Rules will also provide the opposition another opportunity for a test vote if an emotional substitute resolution can be uncovered, such as alleged discrimination in selection of delegates.

While it is much too early to develop specific approaches to the opposition's floor tactics, it will probably be best - as a rule of thumb - to concede minor points to save full strength for the important votes. Care, of course, must be taken so that a Nixon concession of a minor vote is not interpreted as weakness or erosion of support.

For roll call strategy it is suggested that the Alabama delegation be locked in early for the purposes of yielding to a state to nominate Richard Nixon. Senator Barry Goldwater could probably request Alabama to cooperate on this point. It will be extremely helpful and dramatic if the other "early call" states, such as Alaska, Arizona, Arkansas and Colorado could yield to favorite son states for the purpose of putting

their favorite sons in nomination, only to have them withdraw and urge support for Richard Nixon. The roll call might go like this:

ALABAMA. Alabama yields to Arizona.

ALASKA. Alaska yields to Texas

ARIZONA. Arizona will place a name in nomination.

ARKANSAS. Arkansas yields to Illinois.

CALIFORNIA. California will place a name in nomination

COLORADO. Colorado yields to Ohio

CONNECTICUT. Connecticut yields to New York

Rest of states answer initial roll call

ARIZONA. Barry Goldwater places the name of Richard M. Nixon in nomination. 4 seconding speeches.

TEXAS. Peter O'Donnell places the name of John Tower in nomination. Senator Tower withdraws his name and urges support for Richard Nixon.

ILLINOIS. Everett Dirksen places the name of Charles Percy in nomination. Senator Percy withdraws his name and urges support for Richard Nixon.

CALIFORNIA: George Murphy places the name of Ronald Reagan in nomination. 4 seconding speeches.

OHIO: Bill McCulloch places the name of Jim Rhodes in nomination. Governor Rhodes withdraws his name and urges support for Richard Nixon.

NEW YORK: Nelson Rockefeller places the name of George Romney in nomination. 4 seconding speeches.

This could be followed by other pro-Nixon favorite sons, such as Claude Kirk, Howard Baker, etc withdrawing and throwing support to Nixon. The bandwagon would be rolling....

PROJECTION OF FIRST BALLOT

Late in 1967 it is little more than guesswork to try to project how the first roll call ballot will go next August. Favorite son situations have not firmed up and there is some speculation that Governors Rockefeller and Reagan might become active candidates before the Republican National Convention. Generally, Richard Nixon is strong in the Heartland, Midwest and Border states, Nelson Rockefeller has support in the New England and Mid-Atlantic regions, and Ronald Reagan has backers in the Far West and Deep South. George Romney has little support anywhere.

On the following pages there is a crude attempt to guess how the first ballot may go. However, this projection should not be the basis of a guide to strategy.

FIRST BALLOT PROJECTION

state	votes	Nixon	Reagan	Romney	Others
1. ALABAMA	26	9	17		
2. ALASKA	12	6		6	
3. ARIZONA	16	16			
4. ARKANSAS	18				18 Rocky
5. CALIFORNIA	86		86		
6. COLORADO	18	10	2	6	
7. CONNECTICUT	16	4	2	10	
8. DELAWARE	12	6		6	
9. FLORIDA*	34	34			
10. GEORGIA	30	15	15		
11. HAWAII	14	10		4	
12. IDAHO*	14	14			
13. ILLINOIS	58				58 Percy
14. INDIANA	26	26			
15. IOWA	24	20	4		
16. KANSAS	20	15		5	
17. KENTUCKY	24	20	4		
18. LOUISIANA	26	10	16		
19. MAINE	14				14 Smith
20. MARYLAND	26	13		13	
21. MASSACHUSETTS	34				34 Volpe
22. MICHIGAN	48			48	
23. MINNESOTA	26	10		16	
24. MISSISSIPPI	20	8	12		
25. MISSOURI	24	12		12	
26. MONTANA	14	14			
27. NEBRASKA	16	16			
28. NEVADA	12	6	6		
29. NEW HAMPSHIRE	8	8			
30. NEW JERSEY	40	20		20	
31. NEW MEXICO	14	4	5	5	
32. NEW YORK	92				92 Rocky
33. NORTH CAROLINA	26	20	6		
34. NORTH DAKOTA	8	8			
35. OHIO	58				58 Rhodes
36. OKLAHOMA*	22	20	2		
37. OREGON	18				18 ????
38. PENNSYLVANIA	64				64 Shafer
39. RHODE ISLAND	14			14	
40. SOUTH CAROLINA	22	15	7		
41. SOUTH DAKOTA	14	14			
42. TENNESSEE*	28	28			
43. TEXAS*	56	40	16		
44. UTAH	8			8	
45. VERMONT	12	6		6	
46. VIRGINIA	24	20	4		
47. WASHINGTON	24	12		12	
48. WEST VIRGINIA	14	7		7	
49. WISCONSIN	30	30			
50. WYOMING	12	12			
51. D.C.	9	6		3	
52. PUERTO RICO	5			5	
53. VIRGIN ISLANDS	3			3	
TOTALS	1333	564	204	209	356

* Assuming favorite sons withdraw during first ballot

NOTE ON FAVORITE SONS FROM FLORIDA, IDAHO, OKLAHOMA, TENNESSEE AND TEXAS: An appeal for support from Mr. Nixon himself should be made very early in 1968 to Kirk, Jordan, Bartlett, Baker and Tower. In each state there will be sufficient pro-Nixon sentiment to make a first ballot withdrawal acceptable to the several delegations.

PROJECTION OF SECOND BALLOT

If the First Ballot projection is accurate, our candidate will fall short of the nomination by 103 votes.

Governor Reagan will control 204 votes and should be approached to throw his votes to Nixon to avoid a deadlocked convention with Rockefeller emerging as the delegates choice. Approach: Other governors and the Eastern Establishment are uniting behind Rockefeller and Romney will withdraw in his favor. Nixon cannot hold his own liberal and moderate votes who will also slip to Rockefeller unless Reagan saves the day by turning his own delegates over to Nixon.

Governor Rhodes and Senator Percy will have a combined total of 116 votes, and both should be asked to withdraw in favor of Nixon. Approach: If Nixon starts to slip and the convention is stampeded, the Party will be split between Reagan and Rockefeller with neither capable of uniting the GOP for the November battle. To avoid a repeat of 1964 Rhodes and Percy must support Richard Nixon.

As an incentive to Reagan, Rhodes and Percy, Mr. Nixon might consider offering the Vice Presidency to the one that can help the ticket the most against the Democrats in the general election.

Once word "leaks out" that all or part of the above is taking place, Nixon can expect a bandwagon windfall from other favorite son states.

SECURITY

In addition to the normal tactics of the political opposition, 1968 will be a year of demonstrations and pickets. Miami Beach will be particularly attractive to the protestors, and therefore, appropriate security must be maintained for the hotel headquarters and the convention command post. It is recommended that a minimum of six rent-a-cops be hired for each working day and three for the midnight shift. When the convention is in session there should be two security guards at the command post and four at the hotel. When there is no session, there will be a need for one guard at the command post and five for the hotel headquarters. (two on the 13th floor, two on the 17th floor, and one at Mr. Nixon's penthouse).

It is imperative that Mr. Nixon's penthouse, headquarters rooms, and the command post be manned 24 hours every day. (Besides the rent-a-cops, one individual should sleep on a cot at the command post).

The rent-a-cops will carry their firm's walkie-talkies with capability to tune into the police communications system.

Mr. Nixon's personal security will be provided by Dale Grubb and the advance team. A short wave radio set is assigned to them, and the limousines have radio-telephones.

One key staff man should be responsible for over all security, and he must make early contact with the Miami Beach Police Department in case of emergencies.

) Identification cards should be used for access to sensitive areas, and a special "under the label" pen for entry into top secret rooms.

ADDENDUM TO SECURITY: The Miami Beach Chief of Police should be contacted and persuaded to assign a special plainclothesman to Mr. Nixon throughout the convention period. He can provide the campaign organization, as well as the candidate, with liaison with the Police Department.

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) Access to Headquarters
and Penthouse (GOLD)

For admittance to penthouse,
everybody must have "on sight"
authorization by one of can-
didate's personal aides.

Access to Headquarters
only (SILVER)

In addition to identification
cards, every volunteer per-
mitted Headquarters access
must also display "secret"
lapel pin.

For official drivers RED
WHITE
and
BLUE

This card will
authorize holder
to charge gas and
have car washed
at designated gas
stations.

NIXON-FOR-PRESIDENT COMMITTEE
This is to certify that

JOHN C. DOE

has VIP access. Miami Beach,
Florida - August 1968

Henry Bellmon
campaign manager

NIXON-FOR-PRESIDENT COMMITTEE
This is to certify that

JOHN C. DOE

is a headquarters volunteer.
Miami Beach, Florida - August
1968

Henry Bellmon
campaign manager

NIXON-FOR-PRESIDENT COMMITTEE
This is to certify that

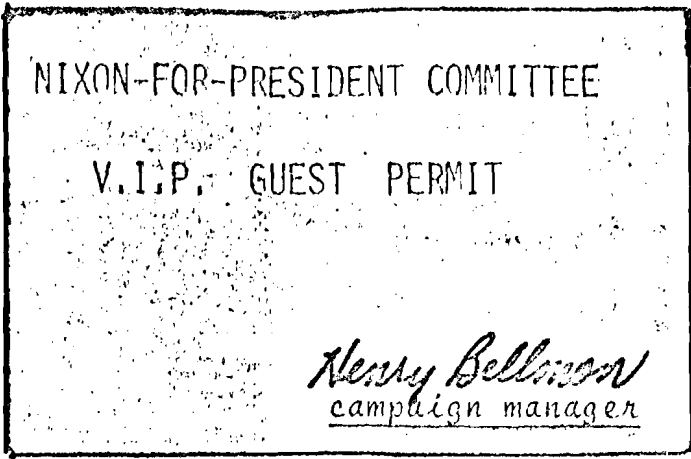
JOHN C. DOE

is a volunteer driver. Miami
Beach, Florida - August 1968

Henry Bellmon
campaign manager

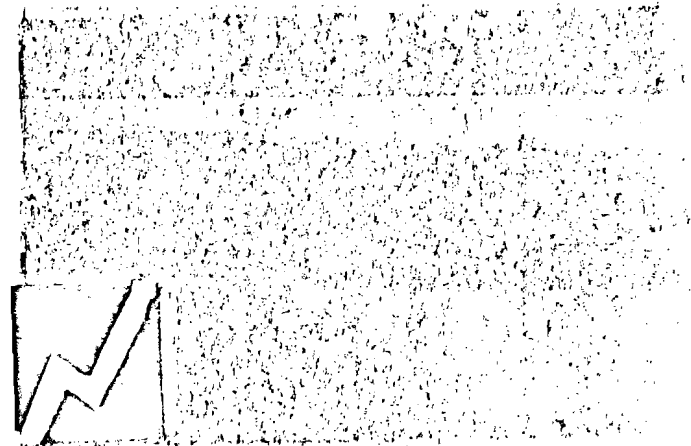
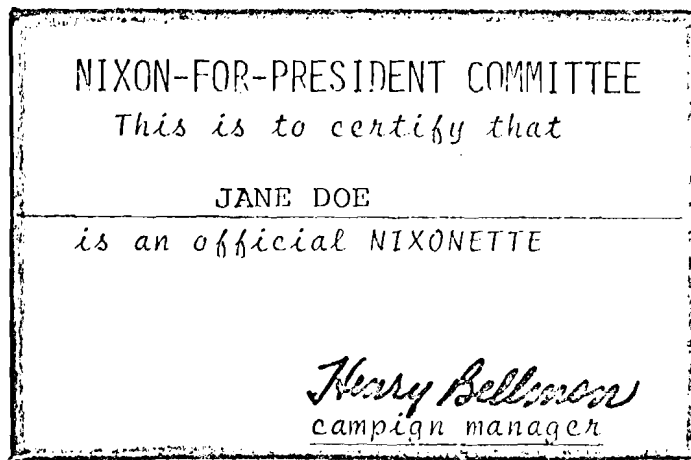
Guest permit

(Green) Badge to be worn
by guests to campaign
headquarters



Nixonette

(White) Badge to be worn
by hospitality girls and
honor guards.



TRANSPORTATION

There should be a Director of Transportation whose responsibility it is to secure and service 100 automobiles, with drivers, several panel trucks and a dozen buses.

Each Nixon State Chairman will be assigned a car with driver, as will the candidate and his personal staff, headquarters personnel and key delegates and VIPs. The Miami Host Committee can probably provide as many as 50 cars on loan from supporters in Florida and another 50 will have to be rented or donated from friendly automobile dealers. Suggest Pat Hillings of Ford Motor Co be contacted for assistance. Regular drivers will be recruited from the Host Committee, Youth for Nixon Division, and college age supporters.

It is suggested that an arrangement be made with several Miami Beach service stations to honor Nixon Driver ID cards for gas, oil and washing.

On Friday, Saturday and Sunday before the Convention, the Transportation Director should lease two buses with drivers, appropriately decorated, for free travel for delegates from the Miami International Airport to the Beach hotels. Also, he should know the flights of all Nixon State Chairmen, Regional Directors, staff and VIPs in order to have their assigned cars at the airport for them.

Buses can be used to shuttle delegates between their hotels and the convention hall. A separate arrangement should be made to shuttle Youth for Nixon supporters to and from their hotel in Miami to the Beach, should this be necessary.

)

Car Assignments

1. limousine: Richard Nixon and family
2. limousine: Chief of Staff and Personal Team
3. limousine: John Whitaker and Advance Team
4. limousine: National Campaign Manager
5. limousine: Headquarters Director
6. limousine: Convention Floor Leader
7. limousine: Maurice Stans and VIPs
8. limousine: Chairman of the Persuasion Committee

9. car: Persuasion Committee
10. car: Persuasion Committee
11. car: Intelligence Group
12. car: Intelligence Group
13. car: Intelligence Group
14. car: Intelligence Group
15. car: Intelligence Group
16. car: Press Director
17. car: New England Regional Coordinator
18. car: Mid-Atlantic Regional Doordinator
19. car: Border Regional Cobrdinator
20. car: Southern Regional Coordinator
21. car: Midwest Regional Coordinator
22. car: Heartland Regional Coordinator
23. car: Rocky Mountain Regional Coordinator
24. car: Far West Regional Coordinator
25. car: New England Regional Director
26. car: Mid-Atlantic Regional Director
27. car: Border Regional Director
28. car: Southern Regional Director
29. car: Midwest Regional Director
30. car: Heartland Regional Director
31. car: Rocky Mountain Regional Director
32. car: Far West Regional Director

33-49 (17 cars): Motor Pool for staff use

50-100: Nixon State Chairmen

NOTE: Motor scooters may be rented for use by Nixon messengers.

a.i. [unclear]

INTELLIGENCE GROUP

It is proposed that a special division be created for the Miami Convention to secure continuing intelligence about activities of the opposition candidates, (Romney, Rockefeller, Percy, Reagan) vice presidential possibilities and Republican opinion molders (Hall, Lindsay, Brownell, etc.). Recommend a minimum of 10 key Nixon supporters be assigned this task. Working with them should be hired investigators from the Florida based Wackenhut Corporation.

They will have three radio equipped automobiles at their disposal and four short-wave radios. Moreover, they will utilize zoom boom listening devices on the convention floor to eavesdrop on delegate conversations and have frequency finders to listen in on radio communications. They will utilize the latest in electronic equipment in efforts to gather strategic intelligence and report all pertinent data to the campaign manager.

Upon assignment, the Intelligence Group will be responsible for harrassing the opposition and creating confusion and dissention in their ranks. (examples: locking Romney in the elevator; jamming his radios, cutting his telephones, putting sand in his car's gas tank; turning off the air conditioning and turning up the heat in the Romney headquarters, etc. etc.).

ADVANCE TEAM

4-10-72
A five member Advance Team will be responsible for moving Richard Nixon about Miami Beach safely and expeditiously. The group will be familiar with all hotels, roads and convention facilities.

They will also assist Dale Grubb in protecting the person of the candidate. The Advance Team will be assigned one short-wave radio and have a radio equipped limousine at their disposal (there will be two other radio limousines in the official party group).

In addition, the Advance Team may be called on to bring Republican leaders and key delegates to the Statler Hilton Plaza for private meetings with Mr. Nixon.

see instr p 2c

RECEPTIONS

One key staff member should assume responsibility for special Nixon Receptions during convention week. There should be a party for the press, a special "Nixon Night" and a victory celebration. The purpose of Nixon Night is to entertain Republican delegates, let them meet the candidate, and provide a "band wagon" effect for the campaign. Timing of the event will be subject to firming up of the convention session schedule.

The Congressional Gala is scheduled for Sunday night, and traditionally there is a convention session Monday night for the keynote address. Since nominations are on Wednesday, Tuesday evening would probably be the best time for such a Nixon Night reception. However, if the credentials, rules and platform (planned for Tuesday) carry through into the evening, attendance would be light. Best time: 5-7 p.m.

Recommend this reception be held at the American Scene Auditorium at the Plaza Hotel, which is capable of handling 2,500 persons. A good band should be secured for convention atmosphere music, appropriate decorations made, bars set up, and a prestige receiving line with Mr. and Mrs. Nixon. It would be impossible to have a speech with so many people milling around, but several "We Want Nixon" cheers could probably be arranged for publicity purposes. Good organization would make "Nixon Night" a favorite event for delegates.

The preceding week (before most delegates arrive) Mr. Nixon should entertain the press at a similar reception.

) The same location would seem suitable.

The final party should be planned for Wednesday evening after the nomination. It will be a victory celebration for everybody with appropriate enthusiasm for such an occasion. A larger facility should be rented (to hold 5,000 people).

There maybe a possibility to hire the Jackie Gleason band and June Taylor dancers for the receptions since his program will originate at the Statler Hilton Plaza. However, the new television season doesn't start until September so the troupe may not be in Miami in early August.

) The Nixon Committee should also explore the advantage of having a special tea for Pat Nixon in which all the female delegates and alternates are invited. Certainly, the ladies should get to know Mrs. Nixon and the tea would appear to be beneficial. Also, the occasion can be used to pass out "PAT FOR FIRST LADY" buttons.

Miami

FLOOR DEMONSTRATION

One of the most important events of the convention will be the Nixon Floor Demonstration. One key man should be assigned this responsibility, and he will need hundreds of volunteers to help in making it a success. In addition to Miami area Nixon boosters, many college Republicans would be available to assist. Moreover, recommend that one strong Nixon delegation be given responsibility for creating the enthusiasm on the Floor.

Nixon buttons, a variety of hand carried signs, balloons, a marching band, streamers, confetti, electronic counting board, hats, noise-makers, etc. will have to be arranged.

The Director of the Floor Demonstration should secure the services of a top-notch convention promoter to assist in making the Nixon Floor Demonstration successful.

Consideration should also be given to printing hundreds of counterfeit floor passes for Nixon supporters to have access to the gallery. Pro-Nixon sergeant-at-arms and doorkeepers should arrange assignment for one pre-designated entry point and open the doors for Nixon demonstrators.

The Nixon Committee should retain the services of a Miami sign painter to prepare special event signs, such as "IDAHO WANTS NIXON", "BAMA BACKS DICK", etc.

One staff writer should be responsible for the daily publication of a special convention "NIXON NEWSLETTER." This should be prepared every evening to contain a wrap up of the day's activities, outlining the next day's agenda - all aimed toward building up a bandwagon support among delegates (example "NIXON WITHIN 100 VOTES OF VICTORY" "NIXON PREDICTS FIRST BALLOT WIN:" etc) Many of the pictures and copy can be prepared well in advance of the convention, saving front page and lead items to last minute news. An off-set printer will be rented and available in the Plaza Headquarters. Stencils containing copy can be typed by the clerical force, and the Newsletter printed, folded, and carried down the service elevator to the truck loading platform. The two Nixon sound trucks (see advertising section) can be used to transport the Newsletter to the various hotels.

A special Distribution Team should be organized among Miami area volunteers, Young Republicans, Nixonettes and interested delegates and alternates. At a pre-designated time, they will pick up copies of the Nixon Newsletter at their assigned hotel and hand carry them to every delegate and alternate's hotel door. In addition to the Nixon Newsletter, the Distribution Team will be responsible for delivering free copies of favorable newspapers (possibilities: Wall Street Journal^{al}, St. Louis Globe-Democrat, Christian Science Monitor, Chicago Tribune) to the delegates and alternates since the Miami newspapers

) will probably not be favorable to Mr. Nixon's candidacy.
Arrangements will have to be made with the selected newspapers for air delivery to Miami.

NIXONETTES

One attractive, personable and intelligent lady from the Miami area should be responsible for organizing a special group of Nixonettes. The 100 girls will wear special Nixon dresses and provide an elite honor guard for the candidate's public appearances. They can also hand out buttons, signs, bumper stickers and brochures, as well as act as hostesses for the receptions and in the various Hospitality Suites.

Nixonettes can help staff the headquarters, greet VIPs, provide information service at the Miami airport, secure hotels and room numbers for all delegates and alternates, work in the press room, and assist in distributing the official daily Nixon Newsletter. They can also provide color for the Floor Demonstration.

Several of the automobiles assigned for general Headquarters use will be available for transporting Nixonettes. Since they will be volunteers, the only expense to the campaign will be for the 100 specially designed dresses. One headquarters room will be assigned to the Director of the Nixonettes for organizing activities.

Consideration should also be given the possibility of setting up a Nixon Information Center at the Atlanta Airport, staffed with Georgia Nixonettes. Many flights to Miami connect at Atlanta.

ADVERTISING

Promotional advertising may not win many votes, but without the enthusiasm it creates many delegates will think the campaign is losing ground. On the following pages there are campaign items which should be considered; some are for general circulation while others are for specific distribution.

Because the press and his opponents try to project Mr. Nixon as a cold, calculating politician, it is imperative that the campaign organization through the advertising medium correct this unfortunate impression. The familiar name "Dick" should be used in place of the more formal "Richard" - and even the "R.N." has its appeal. The Nixon emblem, already recognizable, with its bright red, white and blue, should be used to the maximum. It is a modern and youthful symbol, some say depicting the rise, fall and rise of Mr. Nixon's career.

Above all, the Nixon campaign in Miami must appear happy and joyous, confident of eventual victory. Hundreds of young volunteers should be recruited to assist in building the lighthearted atmosphere surrounding the campaign. Convention goers expect adventure, and we must give them their excitement.

This does not mean the candidate himself should ever stoop to foolishness or frivolity.

The Director of Advertising should coordinate with the Floor Demonstration Manager to assist in supplying hats, buttons, signs, noisemakers, etc.

Smaller signs, similar in style and content to the outdoor billboards, should be printed and affixed to the walls throughout the hotels in Miami Beach.

There should be two minibuses or panel trucks with painted decorations and sound equipment to broadcast Nixon messages or play Nixon theme music. This can probably be secured from the Florida Nixon-for-President Committee and later used throughout their campaign. In addition to building enthusiasm these trucks can be used to carry material to the hotels for the Distribution Team to circulate.

Consideration should be given to hiring a pilot and small plane to pass over the Beach frequently with a "WIN WITH DICK" sign trailing.

A special projector with magnifying device can be rented to throw a big "NIXON" on hotel buildings and the convention hall at night. This is particularly effective in adding a touch of glamour to the campaign.

It is hoped that the airlines servicing Miami will cooperate to permit stewardesses to wear Nixon buttons and pass out literature on flights to Miami. This will impress delegates with superb organization.

It is felt that the usual supply of gimmicks will be necessary for distribution to the delegates, and some of them are listed on the following pages.

TENTATIVE CALENDAR OUTLINE

- Saturday, July 27: Nixon campaign team checks in
Statler Hilton Plaza, Miami Beach
- Sunday, July 28: Staff briefing to outline campaign
- July 29-Aug 5: Platform Committee meets all week;
Nixon team refines operations
- Saturday, Aug 3: Nixon Press Party at Plaza
- Sunday, Aug 4: Congressional Gala
- Monday, Aug 5: AM: Call to Order
Temporary Roll
Temporary Chairman
Temporary Rules
Addresses
PM: Keynote Speech
- Tuesday, Aug 6: Election of Permanent Chairman
Credentials Committee Report
Rules Committee Report
Adoption of Platform
PM: "Nixon Night" at Plaza Hotel
- Wednesday, Aug 7: Nominations and Election of
Presidential candidate
PM: Victory celebration at Plaza Hotel
- Thursday, Aug 8: Nixon meets with GOP Finance Committee
Nominations and Election of Vice
Presidential candidate
Acceptance speech by Vice President
Acceptance speech by President
Adjournment
- Friday, Aug 9: Nixon meets with new Republican
National Committee
Nixon meets with state chairmen and
state Nixon leaders
Nixon meets with candidates for
photographs, TV tapes and radio
- Saturday, Aug 10: Organize Nixon national campaign;
Nixon meets with key GOP leaders to
plan strategy, schedule, etc.
- Sunday, Aug 11: Clean up and check out

NOTE ON CALENDAR PLANNING:

Several weeks will lapse between the Republican National Convention and the Democratic National Convention. The GOP nominee will have command of the nation's attention for a fortnight, and Miami Beach will provide a good setting for organizing press releases for these following days. For example, a working outline can be developed for a "National Nixon Strategy Board" comprised of national leaders in the Party.

Also, Mr. Nixon should set aside some time to have still pictures and television video tapes made with GOP candidates at the convention. This publicity could help both Mr. Nixon and the local candidates.

Since most Party officials will be in Miami, it is recommended that the candidate and his staff remain at the Plaza Hotel for several days after adjournment to hold high-level briefing sessions with key leaders. Vote quotas, speech material, organizational personnel, candidates' schedule, finances and local issue strategy can be explored in detail with individual state leaders as well as regional key Republicans. If briefing sessions are decided upon, a great deal of pre-planning will be necessary to make them successful.

BARE MINIMUM BUDGET

HOTEL ROOMS.....	\$30,000	112,000
TRANSPORTATION.....	15,000	
COMMUNICATIONS..... <i>Phone 10</i>	20,000	- 80,000
ADVERTISING.....	30,000	
RECEPTIONS & HOSPITALITY.....	25,000	• 75,000
SECURITY & INTELLIGENCE.....	20,000	
FLOOR DEMONSTRATION.....	10,000	
COMMAND POST.....	15,000	
NEWSLETTER & PRINTED MATERIALS.....	10,000	
EQUIPMENT RENTALS.....	5,000	
STAFF TRANSPORTATION TO CITY.....	10,000	
MISCELLANEOUS.....	10,000	
	<hr/>	
	TOTAL	\$200,000
		350 min + 50 cont. <hr/> 400-

NOTE: This budget is well under convention expenses in previous campaigns. A quarter of a million dollars will probably be the minimum to be allocated to the Miami operations.

CONVENTION COMMITTEES

In late 1967 it appears that Governor Dan Evans will be the convention keynote speaker and temporary chairman. There is also reason to believe that Congressman Gerald Ford will be permanent chairman of the convention. These positions, especially the latter, are of immense importance to the Nixon effort. Therefore, Evans and Ford should be "cultivated" by prominent pro-Nixon Republicans to make certain that our team receives their fullest cooperation.

All convention committees have been appointed with the exception of the platform writing Resolutions Committee. It is anticipated that Senator Everett Dirksen will chair this important body. However, it is reported that the Republican Coordinating Committee, working through its Task Forces, will prepare a series of position papers as guidelines for the planks of the platform. It would, of course, be extremely difficult for the convention to reverse positions taken by the Coordinating Committee.

Also of importance is the assurance that pro-Nixon Republicans will be on the working staff of the Platform Committee. The committee members outline the planks, but the staff prepares the language and style for final approval.

It is recommended that one experienced member of the Nixon team be assigned to coordinate his interests with the convention committees. Mr. Bryce Harlow would seem ideal for this responsibility.

CONVENTION COMMITTEES

<u>Committee</u>	<u>Possible Nixon Contact</u>
CALL	Joe Dukert, Maryland
CONTEST	Barbara Man, Texas
RESOLUTIONS	Everett Dirksen, Illinois
RULES	Bud Stewart, Oklahoma
ARRANGEMENTS	Mrs. Bailey, Vermont
Badges	John Tyler, Oklahoma
Concessions	Al Fay, Texas
Decorations	Margie Braden, Arizona
Entertainment	George Abbott, Nevada
Housing	Mrs. Ginn, Missouri
Photographers	Tom Stagg, Louisiana
Press	Drake Edens, South Carolina
Program	G. Paul Jones, Georgia
Radio-TV	Mrs. Harden, Indiana
Tickets	Mrs. Stacy, Wyoming
Transportation	Mrs. Rogers, North Carolina

REPUBLICAN COORDINATING COMMITTEE

Ray C. Bliss, Chairman

Dwight D. Eisenhower
Barry Goldwater
Richard M. Nixon
Thomas Dewey
Alf Landon

Everett Dirksen, Leader
Thomas Kuchel, Whip
Bourke Hickenlooper, Policy
Margaret Smith, Conference Chairman
Milton Young, Conference Secretary
George Murphy, Campaign Chairman
Hugh Scott, Campaign Vice Chairman

Gerald Ford, Leader
Les Arends, Whip
John Rhodes, Policy
Mel Laird, Conference Chairman
Dick Poff, Conference Secretary
Bill Cramer, Conference Vice Chairman
H. Allen Smith, Rules
Charles Goodell, Planning & Research
Bob Wilson, Campaign Chairman

John Love, Colorado
George Romney, Michigan
Nelson Rockefeller, New York
Ray Shafer, Pennsylvania
John Volpe, Massachusetts
John Chaffec, Rhode Island
Nils Boe, South Dakota
Dan Evans, Washington

ALTERNATES: Ronald Reagan, California
Ted Agnew, Maryland
Tim Babcock, Montana

STAFF DIRECTOR: Robert McCormack, Research Division, RNC