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CHAPTER XVI
OPERATION "THANK YOU"

In the back of this advance manual you will find 2 sets of Thank You note forms entitled (1) VIP Thank You Note Form and (2) "General Thank You note form".

As soon as the aircraft arrives, you will give to Dwight Chapin the completed - typed or printed but not hand-written - "VIP Thank You note form". Chapin will be near the candidate at all times and will make notes on any conversations which might improve the Thank You note letters to the VIPs.

Even before the party arrives you will mail the completed "General Thank You note form" - typed, printed but not hand-written - to Kay Odell, Nixon for President Committee, 450 Park Avenue, New York, New York 10022.

Each morning the Washington Tour Office will phone Kay Odell and if the "General Thank You note form" has not arrived in New York three days after the arrival of the travelling party, the Tour Office will be on the phone to you pressing for the completed "General Thank You note form". If you reply to the effect that you left a local volunteer in charge of doing it and that he will mail the form to Kay Odell, we know you have "blown it" because you have gone on to the next city and can't control the situation at your previous stop.

Note that both the "VIP Thank You Note Form" and the "General Thank You note form" absolutely must include the following items:

1. Full name and address.
2. Whether address on a first- or last-name basis - salutation.
3. The function the person performed -- for example, on the "VIP Thank You note form" - "overall chairman" and on the "General Thank You note form" - "motorcade driver".
4. The date and type of RN event - such as "Reno, Nevada, evening rally, October 26, 1968".

Again, it cannot be overemphasized that the Thank You lists must be prepared before the candidate reaches town, and the standard objection that there may be a switch in a motorcade driver or even in a VIP's duties is virtually a mistake we will have to live with rather than delay Thank You notes to everybody else connected with the event.
June 4, 1963

SAMPLE "THANK YOU" NOTE

Dear Mr. Peacock:

This is just a note to express my appreciation for the part you played in making my visit to Klamath Falls the enjoyable and successful one it was.

A special highlight of the occasion for us was the superb performance of the "Siegfried and the Hangman". Our compliments to you as the director and to the talented musicians.

With best wishes,

Sincerely,

Mr. Kim Peacock
Route 2 - Box 6217
Klamath Falls, Oregon 97601
June 5, 1963

SAMPLE "THANK YOU" NOTE

Dear Mr. Clark:

This is just a note to thank you for everything you did to insure the successful coordination of activities during my visit to Phoenix last week.

The arrangements at the airport could not have been better in any respect, and we want you to know of our appreciation.

With best wishes,

Sincerely,

Mr. Howard H. Clark
Assistant Airports Director
Sky Harbor Airport
3200 Sky Harbor Boulevard
Phoenix, Arizona
June 5, 1966

Dear Reverend Kreitner:

Mrs. Nixon and I greatly appreciated the opportunity we had to be with you in Phoenix last week.

We shall long remember our visit and want you to know how much we enjoyed your inspirational invocation and benediction.

With our very best wishes,

Sincerely,

Reverend Keith Kreitner
Saint Paul's Marazion Parish
Tucson, Arizona
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GENERAL THANK YOU NOTE FORM

Before travelling party arrives, mail to
May Ollie, Nixon for President Committee
450 Park Avenue, New York, New York 10022

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Republican National Committee expense account forms are enclosed in the back of this manual. Your name and home address must be clearly printed at the bottom of each form and beside your name, your title "Nixon/Name of Vice President candidate Advance Man".

When you use your airline and/or car rental card, receipts must be returned with your expense account in order to obtain approval.

All expense accounts should be sent to Henry Hyde, Nixon for President Committee, 1726 Pennsylvania Avenue, N. W., Washington, D. C. 20006, and the checks will be mailed from the Republican National Committee to the address listed on the bottom of your expense account, i.e., your home address.
Wednesday, May 1 - Saturday, May 4, 1968

Wednesday, May 1, 1968

Staff time New York City

Davies, arrange American Airlines Electra Charter for May 2 with
Dean Musser (202) 296-6675. This will be the new modified Electra charter
N6112A.

Davies, please be sure to send Whitaker Press Bureau the names and addresses of
each member of the press on this tour, and bill them at the amounts shown for
each leg below.

Thursday, May 2, 1968 - New York, Gary, Indianapolis, Indiana

11:00 a.m. EDT
Arrive Butler Aviation, LaGuardia (212) 479-1000,
board American Airlines Electra Charter N6112A

11:15 a.m. EDT
Depart New York, Butler Aviation, LaGuardia en route
Gary, Indiana
Flying time: 2:30
Buchanan, please advise press that Norm Wilkins, a local
Indiana Public Relations man, will be available to assist
the press with all their logistic problems in Indiana -
he will be meeting the plane in Gary. Norm has been
instructed by Hyde not to go into the issue area but to
confine his services to logistics.

Davies, charge Press bureau the first class airfare of
$55.65.

12:30 p.m. CDT
Arrive Gary Municipal Airport (219) 929-7303 and dock
aircraft on the right side of the terminal.

C. Cudlip
B. Hookland

Cudlip will have a staff room in the terminal.

If weather good, airport rally will be outside. If weather
bad, the rally will be held in the Standard Oil hangar.

Greeting Committee:
Charles Shaara, Indiana Volunteer for Nixon Chairman
Walter Beardsley, National Committee
William Ruckelshaus, Senatorial candidate (he will get on
tour plane)
Gilbert Haller, Lake County Republican Chairman
Theodore Sandak, Gary Republican Chairman
Mayor Wilburn Titus, Hobart, Indiana (Republican)
Mayor Leo Meister, East Gary (Republican)
Mayor Richard Collins, Crown Point (Republican)
THURSDAY, MAY 2, 1963 (continued)

12:40 p.m.  RN and Mrs. Nixon introduced by Theodore Sendek. Hope to have 2000 Gary citizens, but unable to get schools out for the event. Cudlip will have Western Union runner and phones (if strike is over) available.

Davies, put Barbara Pavlick of Gary Post Tribune, on plane to interview Mrs. N on Gary - Indianapolis leg.

1:15 p.m.  RN concludes. Mix with crowd while press and staff are re-boarding plane. Bill Ruckelshaus, Walter Bodyfelt, and Charles Sheare will board tour plane and stay with tour for the rest of RN's visit to Indiana. There is, unfortunately, no room for the Gary advance men to ride the plane to Indianapolis - but check Davies for last minute seat availability.

1:30 p.m. CDT  Depart Gary on route Indianapolis, Indiana
Flying time: 1:45
Davies, charge Press Bureaus the first class airfare of $16.80.

2:15 p.m. EST  Arrive May Cook Municipal Airport, Indianapolis
R. Goodarle
B. Baker

Crowd estimate 500 to 1000. Goodarle will have unobtrusive hand cord microphone available for remarks at RN's option.
Greeting Committees:
Mayor and Mrs. Dick Lugar (Republican)
Congressman Bill Bray, 6th District
Congressman Dick Roudebush, 5th District
Ed Whiteman, Secretary of State (gubernatorial candidate)
Mrs. Nola Allen, 11th District Vice Chairwoman (Negro)
Buena Chaney, State GOP Chairman
Mrs. Esther Guthridge, State Vice Chairman
Mrs. Cecil Hardin, National Committeewoman
Keith Suallen, 11th District & Marion County GOP Chairman
Mrs. Harvey Gordon, Marion County GOP Chairwoman
Kirk Ponzier, Finance Chairman for Nixon

2:30 p.m. (approx) or slightly longer if large crowd at the airport
Depart airport en route Columbia Club
Car #1 - Chapin and Goodarla
Car #2 - RN, Congressman Bill Bray and Dick Roudebush, and Mayor Dick Lugar
Car #3 - PH, Margaret Roudebush, Esther Bray, Nola Allen, and Mayor Dick Lugar's wife (advance man will try to make this a large car to accommodate 5 people plus driver)
Car #4 - Bob Ellisworth and other VIPs
Press bus follows with staff and press
DETAIl SCHEDULE - 3

THURSDAY, MAY 2, 1968 (continued)

2:45 p.m. (or maybe 10 to 15 minutes later depending on how long at airport)
Arrive Columbia Club, 121 Monument Circle, Indianapolis
(317) 635-1381, for staff and phones.
Room assignments:
RN 907 - parlor 906
PN 903
Chapin 905
Goodearle 904
Davies 908
Ellsworth 909
Rose 911
Shelley 913
Anne Volz 901
Buchanan 910
Price 912
Baker 914
Extra room 915

Note to Goodearle: Following is Len Garment's group:
Bill Landrum
Bill Colbert
Bob MacQuade
Arch McKinley

Wolfert Crew (Making of a President):
Fritz Roland
Migel Noble
Richard Blossom
Roy, not necessary to house at the Columbia Club

4:15 p.m.
Press conference, Grand Ballroom, 10th floor, Columbia Club

4:45 p.m.
Press conference ends. RN proceed to room for pictures
with 6 to 10 candidates. Goodearle will have room reserved.
Buchanan, please inform press because this event is not
shown on press schedule.

5:00 p.m.
Pictute session concludes. Return to room for staff and
phone time.

Goodearle will have pre-program from 3:00 to 8:30 p.m. for
rally when RN and Mrs. Nixon are on stage. Assume this is
a long list of people to be introduced and a few speeches,
but Goodearle will nail down.

7:30 p.m.
Depart Columbia Club en route Southport High School for rally
Car #1 - RN, PN, Chapin and Goodearle
Press bus follows with any staff attending rally.
THURSDAY, MAY 21, 1968 (continued)

7:50 p.m.  Arrive Southport High School Gymnasium, 971 E. Banta Road, Indianapolis (317) 787-9464, to gather with group who will be on stage. This group consists of greeting committee at the airport plus two other gubernatorial candidates besides Ed Whitcomb, who are: Earl Butts and Dr. Odis Bowen

John Gallagher, State Auditor and candidate for Lt. Governor
Charles Kemnich, past State Chairman
John Snyder, State Treasurer
Mr. T. Ames, another candidate for Senator, besides the favorite Bill Ruckelshaus

8:00 p.m.  RN and Mrs. Nixon proceed to stage and walk on with entire group

8:30 p.m.  RN and Mrs. Nixon introduced by Mayor Dick Lugar

8:35 p.m.  RN remarks. Anticipate crowd of 7500 -- standard rally type audience

9:10 p.m.  RN concludes

9:30 p.m.  Depart High School en route Columbia Club

Car #1 -- RN, FN, Chaplin and Goodearle

Press bus follows behind RN, or delays should press need additional time to file stories for a.m.'s.

9:50 p.m.  RN and Mrs. Nixon arrive Columbia Club for overnight

Davies, carefully make an assessment with Goodearle of the loading of the aircraft for tomorrow. Goodearle should have warned Gordon Durnell that the VIPs listed below should be at Gate 20, American Airlines, and board charter Electra by 10:50 a.m., and provide their own transportation to the airport. It is going to be tight. Goodearle must depart in the late A.M. tomorrow for Texas and, unfortunately, cannot go on to Fort Wayne and Evansville.

Davies, double check with Dean Musser that our charter for tomorrow is okay, and make sure that when the motorists arrives at the airport tomorrow that RN's car and bus can drive directly to the aircraft without going through the terminal. This has already been cleared by Musser's boss, Miley in Washington.

Davies, contact Kentucky Governor Louie Nunn's aide, Jim Watson (502) 564-3450, to firm up King Air 177Q for tomorrow to take RN and Mrs. Nixon, and Chaplin to go from Evansville to Frankfort, Kentucky.
DETAIL SCHEDULE - 5

FRIDAY, MAY 3, 1968 - Indianapolis, Fort Wayne, Evansville
Indianapolis - New York for staff
Evansville - Frankfort for RN, PN, Chapin

9:55 a.m. EST  Baggage call
Davies, please make sure RN, PN, and Chapin's baggage going
Evansville to Frankfort is in the cabin of the Electra, and
not the regular baggage compartment.

Davies, check with national press before leaving Indianapolis
on who is going to stay on the plane and go to New York, since
their baggage goes in the baggage compartment of the Electra.
Also, check and if there is a small number of press who are
departing in Evansville to go to Louisville, or are returning
to Indianapolis on the Electra and then departing to go to
Louisville, then try to put their baggage in the cabin of the
Electra.

10:25 p.m.  Depart Columbia Club en route Indianapolis airport
Car #1 - RN, PN, Chapin and Goodarle
Press bus follows with press and staff
Buchanan, a drop-by at the Indianapolis Speedway is planned
en route to the airport, and this is not shown on the press
schedule.  * see below

10:35 a.m.  Arrive Indianapolis Speedway for pictures of RN, Mrs. Nixon
with Congressman Bill Bray, and Senatorial candidate
Bill Ruckelshaus.

10:45 a.m.  Depart Speedway en route airport

11:05 a.m.  Arrive Weir Cook Municipal airport, Indianapolis (317)
244-9538, American Airlines, Gate 20 - RN's car and bus
allowal on apron to drive directly to aircraft - board
American Airlines Electra charter N6112A.  Already on board
are State's VIPs making the tour to Fort Wayne and
Evansville, they probably are, subject to Goodarle's control:
Charles Shears, Indiana Volunteer for Nixon Chairman
Walter Beardley, National Committeeman
Mrs. Cecil Hardin, National Committeewoman
Bill Ruckelshaus
Norm Wilkea, Nixon Press Man
Keith Beulen
Gordon Darnell (maybe)

11:15 a.m. EST  Depart Indianapolis en route Fort Wayne, Indiana
Flying time: 2:35
Davies, charge Press Bureau the first class airfare of
$12.60

* Keith Beulen pushed hard for this - Trade magazine publicity for
"Indianapolis 500".
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"--If you can fill the unforgiving minute
With sixty seconds' worth of distance run,--
---You'll be a (Rally) Man, my son!"

- Rudyard Kipling

CHAPTER I

INTRODUCTION

The Rally Man's function is to get more bang for our buck.

In essence that means every event you handle must have an overflowing, enthusiastic crowd, balloons, bands, beautiful girls, signs, banners—in short, put in Nidecker vernacular, the jazz.

This manual is all about that jazz, how to compose it and how to play it all stops out. Memorize it. And then be prepared to improvise. For while these methods have been tested and refined in many campaigns, there is still room for variety. Each rally should be unique, so be flexible.

In the final analysis, success of the event is measured by the size of the crowd. Any empty seats spell failure. Consequently, filling the hall is your primary and continuing responsibility. The rest of your responsibilities, although extremely important, will be wasted if the hall is not packed and overflowing.
You and the advance man will operate in the field as a team. In the rare event of a difference of opinion between you, his decision prevails. You have, however, specific responsibilities for the candidate's appearance and are responsible to see that all that sphere is executed. The following gives a general idea of your functions:

<table>
<thead>
<tr>
<th>ADVANCE MAN</th>
<th>RALLY MAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Schedule</td>
<td>Crowd Raising</td>
</tr>
<tr>
<td>Transportation &amp; Routes</td>
<td>Handbills</td>
</tr>
<tr>
<td>Baggage</td>
<td>Posters</td>
</tr>
<tr>
<td>Hotel Accommodations (staff, press, vips)</td>
<td>Bands, Performing Groups</td>
</tr>
<tr>
<td>Press Conferences and Facilities</td>
<td>Confetti drops</td>
</tr>
<tr>
<td>Selection of Hall</td>
<td>Balloons</td>
</tr>
<tr>
<td>Phone Campaign</td>
<td>Decorations</td>
</tr>
<tr>
<td>Mailed Invitations</td>
<td>Handsigns, Banners</td>
</tr>
<tr>
<td>Advertising (Media)</td>
<td>Nixonaires (Airline Stewardesses)</td>
</tr>
<tr>
<td>Physical Movement of the Candidate</td>
<td>Voices for Nixon</td>
</tr>
<tr>
<td>Sound and Lighting</td>
<td>Sound Trucks</td>
</tr>
<tr>
<td>Program</td>
<td>Special Stunts</td>
</tr>
</tbody>
</table>
1. Your primary function as Rally Man is to serve as the personal representative of the candidate in the planning and execution of all rally facets of his visit to a given area.

2. Cooperate with the Secret Service personnel on the scene at all times.

3. Under no circumstances give a copy of the manual to the local committees or anyone else. Instead, pick out the pertinent portions which are applicable to the particular visit and go over them with the local people in charge (of course not with this manual in hand).

4. Rally men are under the direction of Boyd Gibbons, Rally Director, in the New York Tour Office (212) •. The New York Tour Office arranges the entire schedule for the candidate. The Field Tour Director, who travels with the candidate, is in overall charge of the Advance Man.

5. Do not talk to the candidate unless, of course, he asks you a question. Make your contact not with the candidate, but with the advance man or the Field Tour Director. Be sure to brief them on any last minute changes or instant crises the candidate should be prepared for.

6. There isn't a rally man who hasn't •aced the panic of having to personally cut confetti, blow ball0•s, or make hand signs at the last minute... but these potential disasters must be avoided. Your job is to motivate the local committees to do the work. If you find you are doing the work instead of supervising it through key workers, then you are in deep trouble. In a pinch, or to show leadership, it is good to pitch in, but don't get bogged down and lose control. There is only one way to avoid this, and that is in the selection of your chairmen. Consequently, when forming your committees, pick the hardest workers for chairmen.

7. From your first visit until the event is over, keep in constant contact with your chairman. This maintains your rapport with them and keeps you in control.

8. Constantly think ahead and anticipate problems. If the helium for the balloons does not arrive, your notes should show the other firms in town who can immediately deliver. This underscores the importance of taking thorough notes from the beginning. Don't just list office phones... always get everyone's home phone.
9. Do not grant interviews or issue any press releases or announcements. To be effective, you must work behind the scenes as much as possible. If approached, refer the press to the publicity chairman who has been selected by the advance man.

10. Exposure of the candidate to the voters mind has to be the ultimate objective whether the exposure is in the flesh, or via TV, radio or the newspapers. If a national candidate did six speeches a day, six days a week to an audience of 5,000 per speech, just under 1.5 million people would see him out of a total vote of about 70 million during a two month campaign. The crowds exposed to him in the flesh would be at least 75% loyal adherents, which means that the candidate, after this exhausting grind, has an opportunity to convert roughly 25% of 1.5 million voters or 375,000 voters out of 70 million, i.e., 0.05% of the nation's voters. Therefore the sheer logic of these statistics indicate that the candidate reaches the voters via (1) network TV, (2) the wire service reporter (AP and UPI), (3) syndicated columnists, (4) local TV and radio, and (5) local newspapers, in about that order. Exposure of the candidate to all five of these media is infinitely more important than exposure of the candidate in the flesh to audiences of whom only 25% at best can be converted. Hence, your job is to influence the media, and the audience it serves, by making sure that the crowd is overflowing and enthusiastic.

11. You play another subtle role that is easy to forget. The local volunteers with whom you work will, when you leave, be concentrating on getting out the vote. If their enthusiasm begins to flag, the impact on the size of the vote will be direct. Multiply this attitude by the thousands across the country you will be working with and Election Day could be a catastrophe. Don't underestimate how your attitude affects theirs. An unenthusiastic Rally Man might as well be promoting the Democratic ticket.

Your job is more physically and emotionally punishing than anything you have ever done, short of actual combat, but you cannot let fatigue affect your spirit.

Patience in this business is not just a virtue, it is an absolute necessity. You will experience more occasions than you would like to remember when local chairmen don't do their job, but nevertheless, get the credit for success of the event. Just smile and bear it. Your pride must be sacrificed for the success of the event, and blowing your top will only blow your control of the people on whom you depend. Just see that the job is done.

12. Finally, success will depend on your resourcefulness. If the local committee is financially unable to pay for much of what you need, it will fall upon your talents to come up with it for free.
13. Following is a copy of an actual detail schedule of the candidate's visit during Thursday, May 2, 1968. This should give you a rough idea as to how a campaign day is broken down, and the general schedule on which he operates.

THURSDAY, MAY 2, 1968 - NEW YORK, GARY INDIANAPOLIS, INDIANA

11:00 a.m. EDT
Arrive Butler Aviation, LaGuardia (212) 478-1000, board American Airlines Electra Charter N6112A

11:15 a.m. EDT
Depart New York, Butler Aviation, LaGuardia en route Gary, Indiana
Flying time: 2:30
Buchanan, please advise press that Norm Wilkens, a local Indiana Public Relations man, will be available to assist the press with all their logistic problems in Indiana - he will be meeting the plane in Gary. Norm has been instructed by Hyde not to go into the issue area but to confine his services to logistics.

Davies, charge Press bureaus the first class airfare of $55.65

12:30 p.m. CDT
Arrive Gary Municipal Airport (219) 949-7808 and dock aircraft on the right side of the terminal
Cudlip will have a staff room in the terminal.

If weather good, airport rally will be outside. If weather bad, the rally will be held in the Standard Oil hangar.

Greeting Committee:
Charles Sheare, Indiana Volunteer for Nixon Chairman
Walter Beardsley, National Committeeman
William Ruckelshaus, Senatorial candidate (he will get on tour plane)
Gilbert Haller, Lake County Republican Chairman
Theodore Sendak, Gary Republican Chairman
Mayor Wilburn Titus, Hobart, Indiana, (Republican)
Mayor Leo Meister, East Gary (Republican)
Mayor Richard Collins, Crown Point (Republican)
Thursday, May 2, 1968

12:40 p.m. RN and Mrs. Nixon introduced by Theodore Sendak. Hope to have 2000 Gary citizens, but unable to get schools out for the event. Dulip will have Western Union runner and phones (if strike is over) available.

Davies, put Barbara Pawlick of Gary Post Tribune, on plane to interview Mrs. N on Gary – Indianapolis leg.

1:15 p.m. RN concludes. Mix with crowd while press and staff are re-boarding plane. Bill Rucklehaus, Walter Beardsley and Charles Sheare will board tour plane and stay with tour for the rest of RN's visit to Indiana. There is, unfortunately, no room for the Gary advance men to ride the plane to Indianapolis – but check Davies for last minute seat availability.

1:30 p.m. CDT Depart Gary en route Indianapolis, Indiana Flying time: 1:45 Davies, charge Press Bureaus the first class airfare of $36.80.

2:15 p.m. EST Arrive Weir Cook Municipal Airport, Indianapolis  
R. Goodearlle  
B. Baker  
Airport Asst. Director – H. P. Powers (317) 244-9538.  
Berth plane at Boscoe Turner South Hangar.  
Crowd estimate 500 to 1000. Goodearlle will have unobtrusive hand cord microphone available for remarks at RN's option. 

Greeting Committee: 
Mayor and Mrs. Dick Luger (Republican)  
Congressman Bill Bray, 6th District  
Congressman Dick Houdeshull, 5th District  
Ed Whitcomb, Secretary of State (Gubernatorial candidate)  
Mrs. Nola Allen, 11th District Vice Chairwoman (Negro)  
Shena Chaney, State GOP Chairman  
Mrs. Esther Guthridge, State Vice Chairman  
Mrs. Cecil Hardin, National Committeewoman  
Keith Beulen, 11th District & Marion County GOP Chairman  
Mrs. Harvey Gordon, Marion County GOP Chairwoman  
Kirk Pontzer, Finance Chairman for Nixon

-6-
2:30 p.m. (approx.) or slightly longer if large crowd at the airport
Depart airport en route Columbia Club
Car #1 - Chapin and Goodearle
Car #2 - RN, Congressmen Bill Bray and Dick Roudebush, and Mayor Dick Lager
Car #3 - FN, Marje Roudebush, Esther Bray, Nola Allen, and Mayor Dick Lager's wife (advance man will try to make this a large car to accommodate 5 people plus driver)
Car #4 - Bob Ellsworth and other VIPs
Press bus follows with staff and press

2:45 p.m. (or maybe 10 to 15 minutes later depending on how long at airport)
Arrive Columbia Club, 121 Monument Circle, Indianapolis (317) 635-1361, for staff and phoning time.
Room assignments:
RN 907 - parlor 906
FN 903
Chapin 905
Goodearle 904
Davies 908
Ellsworth 909
Rose 911
Shelley 913
Anne Volz 901
Buchanan 910
Price 912
Baker 914
Extra room 915

Note to Goodearle: Following is Len Garment's group:
Bill Lendrum
Bill Colbert
Bob MacQuade
Arch McKinley
Wolpert Crew (Making of a President):
Fritz Roland
Nigel Noble
Richard Blossom
Roy, not necessary to house at the Columbia Club

4:15 p.m.
Press conference, Grand Ballroom, 10th floor, Columbia Club

4:45 p.m.
Press conference ends. RN proceed to room for pictures with 6 to 10 candidates. Goodearle will have room reserved.

Buchanan, please inform press because this event is not shown on press schedule.
5:00 p.m.  Picture session concludes. Return to room for staff and phone time.

Goodearle will have pre-program from 8:00 to 8:30 p.m. for rally when RN and Mrs. Nixon are on stage. Assume this is a long list of people to be introduced and a few speeches, but Goodearle will nail down.

7:30 p.m.  Depart Columbia Club en route Southport High School for rally.
Car #1 - RN, FN, Chapin and Goodearle
Press bus follows with any staff attending rally.

7:50 p.m.  Arrive Southport High School Gymnasium, 971 E. Banta Road, Indianapolis (317) 787-9404, to gather with group who will be on stage. This group consists of greeting committee at the airport plus two other gubernatorial candidates besides Ed Whitcomb, who are:
- Earl Butts and Dr. Odis Bowen
- John Gallagher, State Auditor and candidate for Lt. Governor
- Charles Hendricks, past State Chairman
- John Snyder, State Treasurer
- Mr. ? Annes, another candidate for Senator, besides the favorite Bill Ruckelshaus

8:00 p.m.  RN and Mrs. Nixon proceed to stage and walk on with entire group.

8:30 p.m.  RN and Mrs. Nixon introduced by Mayor Dick Luger

8:35 p.m.  RN remarks. Anticipate crowd of 7500 - standard rally type audience

9:10 p.m.  RN concludes

9:30 p.m.  Depart High School en route Columbia Club.
Car #1 - RN, FN, Chapin and Goodearle
Press bus follows behind RN, or delays should press need additional time to file stories for a.m.'s.

9:50 p.m.  RN and Mrs. Nixon arrive Columbia Club for overnight.

Davies, carefully make an assessment with Goodearle of the loading of the aircraft for tomorrow. Goodearle should have warned Gordon Durmell that the VIPs listed below should be at Gate 20, American Airlines, and board charter Electra by 10:50 a.m., and provide their own transportation to the airport. It is going to be tight. Goodearle must depart in the late A.M. tomorrow for Texas and, unfortunately, cannot go on to Fort Wayne and Evansville.
9:50 p.m. cont'd: Davies, double check with Dean Musser that our charter for tomorrow is okay, and make sure that when the motorcade arrives at the airport tomorrow that RN's car and bus can drive directly to the aircraft without going through the terminal. This has already been cleared by Musser's boss, Willey in Washington.

Davies, contact Kentucky Governor Louie Nunn's aide, Jim Watson (502) 564-3450, to firm up King Air 177G for tomorrow to take RN and Mrs. Nixon, and Chapin to Frankfort, Kentucky.
CHAPTER III

TRAVELING STAFF

You should know who travels with the candidate and what they do. Obviously members of the traveling staff will change from time to time as additional people are added. However, at the present time the following is the list of the "hard core" traveling group:

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Candidate's personal aide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dwight Chapin</td>
<td>Candidate's personal aide</td>
</tr>
<tr>
<td>John Davies</td>
<td>Communications aide</td>
</tr>
<tr>
<td>Bob Haldeman</td>
<td>Candidate's personal chief of staff</td>
</tr>
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<td></td>
<td>Haldeman's aide</td>
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<tr>
<td></td>
<td>Candidate's chief political aide</td>
</tr>
<tr>
<td>Mr. Pat Buchanan</td>
<td>Field Tour Director</td>
</tr>
<tr>
<td>Ray Price</td>
<td>Research, writing</td>
</tr>
<tr>
<td></td>
<td>Research, writing</td>
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<td></td>
<td>Research, writing</td>
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<tr>
<td></td>
<td>Research, writing</td>
</tr>
<tr>
<td></td>
<td>Staff aide</td>
</tr>
<tr>
<td>Ron Ziegler</td>
<td>Press aide</td>
</tr>
<tr>
<td>Rose Mary Woods</td>
<td>Candidate's personal secretary</td>
</tr>
<tr>
<td>Shalley Scarney</td>
<td>Assistant to Miss Woods</td>
</tr>
<tr>
<td></td>
<td>Staff secretary</td>
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<td></td>
<td>Staff secretary</td>
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<tr>
<td></td>
<td>Secretary to press aides</td>
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<tr>
<td></td>
<td>TV Director</td>
</tr>
<tr>
<td></td>
<td>TV technician</td>
</tr>
<tr>
<td></td>
<td>Candidate's traveling TV crew (5 men)</td>
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<tr>
<td></td>
<td>TV man</td>
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<tr>
<td></td>
<td>TV man</td>
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<tr>
<td></td>
<td>TV man</td>
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<tr>
<td>Ed McDaniel</td>
<td>TV man</td>
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<tr>
<td></td>
<td>Candidate's sound man</td>
</tr>
<tr>
<td></td>
<td>Traveling Western Union representative</td>
</tr>
<tr>
<td></td>
<td>Candidate's baggage man (American Express)</td>
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<tr>
<td></td>
<td>Doctor for candidate and staff</td>
</tr>
<tr>
<td></td>
<td>Physical therapist</td>
</tr>
<tr>
<td>Secret Service</td>
<td>One Secret Service duty office room</td>
</tr>
<tr>
<td></td>
<td>in the candidate/staff corridor</td>
</tr>
<tr>
<td></td>
<td>Airborne communications man</td>
</tr>
<tr>
<td></td>
<td>Airborne communications man</td>
</tr>
</tbody>
</table>
Western Union
ticker

National Press from Press Bus

P.A.

Stand-up mic

Bridge

Phones – 25 I.d., 5 coin

Western Union runner

S.S.

Physical press
facilities chairman

P.A.

S.S.

25' from candidate
camera eye same
level as candidate's eye

DIAGRAM FOR
PUBLIC MEETING
AIRPORT ARRIVAL
(Old Style)

- Western Union man with sign

- Press Plane

- Maximum 10 man-woman Greeting Committee

- Secret Service (Credentials check)
- Local press facilities chairmen

- Baggage Truck
- 10 press phones

- Local airport chairman (Secret Service credentials check)
- Advance man

- Baggage car cordless mic

- Press buses
- VIP cars

- Press truck

- National and local press
Walkie-talkie communication between
(1) Field Tour Director (#1)
(2) Chapin (#2)
(3) Press aide (#4)
(4) Ron Ziegler (#6)
VIP car

Press and staff
Press kit
Box lunch
(where required)

Press aide

Press and staff
Press kit
Box lunch
(where required)

Motorbike

Request motorbikes at locations shown to protect gap developing in front of first press bus when motorcade accelerates.

More than one VIP car in front of press bus.
Press and staff
Press kit
Box lunch
(where required)

8 "Press"

VIP car
VIP car
Police car

Never more than 3 VIP cars in motorcade.

(1) 4th bus for 3 network TV, Nixon RV and their crews and equipment
(2) Staff station wagon
(3) Network TV correspondents' car

These 3 vehicles travel at location shown or go directly to meeting place with police escort

Baggage Truck
Baggage Truck

Goes directly to hotel ahead of motorcade