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<tr>
<td>51</td>
<td>7</td>
<td>09/12/1960</td>
<td>Memo</td>
<td>Re: Schedule for Vice President and Mrs. Nixon. Dallas, TX. 5pp.</td>
</tr>
<tr>
<td>51</td>
<td>7</td>
<td>06/23/1960</td>
<td>Memo</td>
<td>H.R. Haldeman to Dean Borton. Re: Materials that arrived late to the Texas State Convention. 1pg.</td>
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<td>08/11/1960</td>
<td>Letter</td>
<td>H.R. Haldeman to Vern Sanford. Re: Thanks for additional clippings; interest in footnote on improvement of Nixon's chances in Texas. 1pg.</td>
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<tr>
<td>51</td>
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<td>Letter</td>
<td>H.R. Haldeman to Paul C. Ledrick. Re: Explanation of comments to John Eichner; thanks for suggestion on future arrangements; passing on comment to RMN. 3pp. w/ attachments.</td>
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<tr>
<td>51</td>
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<td>H.R. Haldeman to James A. Bertron. Re: Thanks for the list of names; response to comments about organization of rallies. 4pp. w/ attachments.</td>
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<td>51</td>
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<td>Letter</td>
<td>H.R. Haldeman to James Bertron. Re: Request for comments on arrangement and methods of operation. 1pg.</td>
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<td>51</td>
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<td>06/23/1960</td>
<td>Memo</td>
<td>H.R. Haldeman to Richard Nixon. Re: Sending Al Fay a list of Senators and Congressman who could provide financial support to coming campaign. 1pg.</td>
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<td>Letter</td>
<td>H.R. Haldeman to L.J. Eichner. Re: Response to comments on Houston trip. 2pp. w/ attachments.</td>
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<td>51</td>
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<td>Newspaper</td>
<td>Lufkin Daily News, &quot;I could be wrong.&quot; Not scanned.</td>
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<td>51</td>
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<td>Newspaper</td>
<td>Huntsville Item. &quot;Nixon Tells Press We Must Play to Win in Foreign Role.&quot; [Not scanned.]</td>
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<td>06/18/1960</td>
<td>Newspaper</td>
<td>The Houston Post. &quot;Welcome Nixon on His Significant Visit.&quot; [Not scanned.]</td>
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<td>Brady Herald. &quot;Vice President Meets President.&quot; Not scanned.</td>
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<td>Houston Chronicle. &quot;Welcome, Mr. Vice President.&quot; 1pg.</td>
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<td>Houston Chronicle. &quot;Nixon Acquits Self Well Here On Whole, Replying to Questions.&quot; Not scanned.</td>
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<td>Live Oak County Herald. &quot;Mr. Nixon Meets a Mr. Kennedy.&quot; Not scanned.</td>
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<td>The Houston Chronicle. &quot;Welcome, Mr. Vice-President.&quot; Not scanned.</td>
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<td>51</td>
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<td>06/18/1960</td>
<td>Newspaper</td>
<td>The Houston Press. &quot;A Proud, Happy City Welcomes Mr. Nixon and TPA.&quot; Not scanned.</td>
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<td>51</td>
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<td>n.d.</td>
<td>Memo</td>
<td>Re: Direction of Arrangements Personnel for Vice President Nixon's Visit to Houston. 9pp.</td>
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SCHEDULE FOR VICE PRESIDENT AND MRS. NIXON

September 12th, 1960.

DALLAS, TEXAS.

2:45 PM  Arrive Love Field, Dallas, Texas
2:55 PM  Depart Love Field for downtown Dallas
3:15 PM  Arrive at Head of Parade Route on Main Street
3:35 PM  Vice President arrives Dallas Memorial Auditorium
3:45 PM  Vice President introduced by Hon. Bruce Alger
4:15 PM  Vice President concludes remarks.
4:35 PM  Vice President and Motorcade depart Auditorium for Airport
4:55 PM  Arrive Love Field at Plane side.
5:00 PM  Depart Love Field for San Francisco.

SPECIAL FOR PRESS

Three large air-conditioned buses are provided for your convenience

to and from the Airport in Dallas.

A separate Press Room has been provided on the Ramp behind the Stage
of the Auditorium. The facilities include twelve telephones, ten
Western Union direct line typewriters and light refreshments.
AIRPORT WELCOME COMMITTEE

1. Congressman Bruce Alger
3. Mrs. John R. Black
4. Tom Byrne
5. Frank Crowley
6. M. Sims Davidson
7. Albert B. Fay
8. Thad Hutcheson
9. Mrs. Ike Kampmann, Jr.
10. Mrs. Ben Kanovsky
11. Mrs. Ernest Maciver
12. Peter O'Donnell, Jr.
13. Paul O'Rourke
14. H. J. Porter
15. William Steger
16. John G. Tower
17. Carr P. Collins

MEMBERS OF RECESSION COMMITTEE AT DALLAS MEMORIAL AUDITORIUM

Includes all of the members of the Airport Welcome Committee and the following:

1. Erik Jonsson, Chairman
2. Ed Maher, Card Dealer
3. R. H. Stewart, III, Banker
4. Toddie Lee Wyne, Jr., Businessman
5. Dr. Robert Morris, President, University of Dallas
6. Charles Meyer, Businessman
7. Ted Dealey, Publisher
8. Fred Florence, Banker
9. L. F. Corrigan, Jr., Businessman
10. Dr. William B. Dean, M. D.
11. Dr. Thomas A. Fry, Jr., Pastor, First Presbyterian Church in Dallas
12. Mrs. Pearl Anderson
13. Dr. L. G. Pinkston

MEMBERS OF RECESSION COMMITTEE AT AUDITORIUM NUMBERED 1 THROUGH 13 AND THE FOLLOWING NAMED WILL SIT ON THE SPEAKERS PLATFORM

14. Bruce Alger, Congressman
15. Mrs. John R. Black, Former National Committee Woman from Texas
16. Albert B. Fay, National Committee Man from Texas
17. Thad Hutcheson, State Chairman
18. Mrs. Ike Kampmann, Jr., National Committee Woman from Texas
19. Peter O'Donnell, Jr., Dallas County Chairman
20. Mrs. Ernest Maciver, Former Member State Executive Committee
21. Paul O'Rourke, Member of State Executive Committee
22. H. J. Porter, Former National Committee Man from Texas
23. William Steger, Candidate for Governor
24. John G. Tower, Candidate for U. S. Senator
25. Carr P. Collins, Nixon Volunteers
DALLAS MOTORCADE
September 12th, 1960
CAR ASSIGNMENT SHEET

Car No. 1: Marked Police Car
Driver: Police Officer
Passengers: Don Hughes
Bob Haldeman
Win R. Wiggins

Car No. 6: Ford Convertible
Driver: Aubrey C. Black
Passengers: Bruce Alger
Jack Forey
Ted Hamman
Paul O'Connell

Car No. 2: Unmarked Police Car
Driver: City Detective
Passengers: Security Personnel

Car No. 7: Ford Convertible
Driver: Stanley Prince
Passengers: Win M. Engler
Sine Davidson
Mrs. Ben Kaufman
Mrs. John R. Black
John Tower

Car No. 3: Ford Convertible
Driver: Walt Beauregard
Passengers: Tom Byrne
Frank Crowley
Mrs. Ernest Melzer
Harry W. Bass, Jr.

Car No. 4: 4-Dr. Ford Sedan
Driver: Tom Huttman
Passengers: Herb Klein
White Service

Car No. 10: 4-Dr. Ford Sedan
Driver: John Himmick
Passengers: Nixon Staff

Car No. 5: Ford Convertible
Driver: Matthew Roberts
Passengers: Sec. of In. Fred Seaton
Gov. Mark Hatfield
Mrs. Ed Kempfmann, Jr.
Carr P. Collins
Albert Fay

CLASS CARS WITH SPECIAL MOTORCYCLE ESCORT TO AUDITORIUM

Car No. 5A: 4-Dr. Ford Sedan
Driver: John Major

Car No. 8: 4-Dr. Ford Sedan
Driver: Robert Martin
Passengers: Nixon Staff
Ned Sullivan
Peter O'Donnell

STAND-BY CARS NOT IN MOTORCADE

Auxiliary Car No. 1: Ford Convertible
Driver: Lawd Ford

Auxiliary Car No. 2: Ford Convertible
Driver: Tom Newman

Auxiliary Car No. 3: Ford Convertible
Driver: Joe Germain
# Nixon Parade Order

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<tr>
<th>IN CHARGE</th>
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<tr>
<td><strong>1.</strong> MOTORCYCLE WEDGE</td>
<td>Gordon</td>
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<td><strong>2.</strong> CANCERETTES &amp; BAND</td>
<td>P. Stewart</td>
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<tr>
<td><strong>3.</strong> LAND IN AMERICA'S FIRST TEAM</td>
<td>Leonard</td>
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<td><strong>4.</strong> WOMEN FOR NIXON</td>
<td>Leonard</td>
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<td><strong>5.</strong> FIRE ENGINE</td>
<td>Gordon</td>
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<td><strong>6.</strong> SENIOR CITIZENS</td>
<td>Leonard</td>
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<td><strong>7.</strong> TRACTORS</td>
<td>P. Stewart</td>
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<td><strong>8.</strong> SUMMER BAND</td>
<td>Fr. R. 'Oir</td>
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<td><strong>9.</strong> COLLEGE UNIT FOR NIXON S. M. U.</td>
<td>Leonard</td>
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<td><strong>10.</strong> TEENAGERS FOR NIXON</td>
<td>Leonard</td>
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<td><strong>11.</strong> TRACTORS</td>
<td>P. Stewart</td>
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<td><strong>12.</strong> CALLIOPE</td>
<td>Mr. Geer</td>
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<td><strong>13.</strong> S. M. U. PRETTY GIRLS</td>
<td>Gordon</td>
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<td><strong>14.</strong> COLOR GUARD</td>
<td>Capt. Prim</td>
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<td><strong>15.</strong> TERRELL BAND</td>
<td>P. Stewart</td>
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<td><strong>16.</strong> MORTORCADE</td>
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<td><strong>17.</strong> COUNTIES FOR NIXON</td>
<td>Leonard</td>
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<tr>
<td><strong>18.</strong> &quot;FOLLOW US&quot;</td>
<td>Gordon</td>
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<td><strong>19.</strong> HORSES</td>
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All Times Approximate
Probable Delay - 10 min.

FORMAT FOR DALLAS MEMORIAL AUDITORIUM

2:15 - Doors open

2:30 - Organ music by Inez Teedlie.

3:00 - Entertainment

3:00 - 3:15 Orchestra - Byman Chauinsky

3:15 - 3:30 Burnett and his Dix and Five - stage right

3:30 - 3:32 Orchestra

3:32 - M. C. Introduces Erik Jonsson

3:33 - Invocation - Dr. Thomas A. Fry, Jr., Pastor First Presbyterian Church of Dallas

3:34 - Pledge of Allegiance - Bob Stewart

3:35 - Jonsson Remarks

3:37 - Jonsson introduces platform guests - Lists supplied by Peter O'Donnell. 
Promo only introduces for bow - Sec. of Int., Fred Sexton and Gov. Mark Hatfield.

3:40 - Jonsson introduces Bruce Alger

3:44:30 Alger walks up by saying - "In just 30 seconds we go on television - Please standby - but how about a real yell to get us started, - one - two - three !"

3:55 - MMC CHED - Says the Dallas Memorial Auditorium - The Home For President John F. Kennedy's - A special program - Host & Organizer: Bruce Alger

Bruce Alger - "Eyes of Texas"
Mr. & Mrs. Nixon come in -- go to podium -- take bows -- Alger takes Mrs. Nixon to seat at stage left of podium.

Nixon speaks.

4:12:30 -- Nixon finishes -- shakes hands -- brings Mrs. Nixon to platform -- more bows -- Band plays 'California, Here I Come'.

4:13:45 -- ANN C. SAYS -- You have heard an address by Vice President Richard M. Nixon -- the next President of the United States. Mr. Nixon leaves Dallas for San Francisco on his first swing of the '60 Campaign.

On Nov. 8 -- Vote for Nixon-Lodge -- Experience Counts.

Nixon leaves Auditorium -- goes to car and goes to airport.
June 23, 1960

TO: Dean Borton

FROM: Bob Haldeman

Thad Hutcheson, State Chairman in Texas, advises me that the materials which we requested for the Texas State Convention in San Antonio didn't arrive until Tuesday night. They apparently were sent Air Express with a bill in excess of $500. If the stuff was actually shipped on Saturday, I can't understand why it would not have been delivered until Tuesday night. In any event, it arrived too late to do any good at the Convention and we, of course, created a great deal of ill will...first of all by the late arrival, and secondly and probably more important, by the unnecessary expenditure of a tremendous amount of money.

I would appreciate your checking on this and letting me know what happened and why.
Date:       June 29, 1960
To:         Bob Haldeman
From:       Dean Borton

After working so hard to fulfill the request for shipment to the Texas State Convention, we were very unhappy to learn of its late arrival. While we do not yet have the facts, here is the background of the situation along with a couple of unsolicited observations.

On that Friday noon we were informed by Bob McCune that we were to have 1200 "Nixon Packs" in San Antonio by the following Monday night.

As you probably know a pack involves about 24 separate folders or brochures, plus the cover. Since these materials are often modified and out dated we never have more than 600 or 700 copies of the material on hand. Consequently, to fill your order, we had to start from scratch.

We immediately contacted Air Express and were assured that material ready for shipment Saturday would be in San Antonio either Sunday afternoon or Monday morning in plenty of time to meet your deadline.

Thereafter, we immediately contacted the printer and he pulled the strings to get us the 1200 copies of the 24 odd folders printed and through the bindery by Saturday afternoon. Once we got the material we had to have it collated (which is a machine and hand operation) and placed in the pack covers. Even though we have a collating machine it handles only ten different units at one time; consequently it was necessary to run three sets of material through the collating machine in order to make one set of material. Friday night, we had the night crew put together 300 kits, components of which we happened to have on hand. On Saturday morning, the three boxes containing 300 kits were picked up by Air Express at 11:00 A.M. and theoretically were in route to Texas. After many additional hours of work, the remaining 900...
packs were completed and these were picked up by Air Express at 8:00 P.M. that evening. Having done our part, we could only depend upon Air Express to live up to its assurance that the material would be in Texas no later than Monday. Today, we checked with Air Express and they were very unhappy about the whole situation particularly when they learned that the shipment picked up here at 11:00 A.M. on Saturday was still on the Express truck at 8:00 P.M. that night. He promised to make a quick check of the procedure (which he indicates will take up to a week) and we will be entitled to a refund if the material arrived through fault of Air Express too late to be of any use to us in Texas. As we obtain further information, we will relay same to you.

In the meantime, we make the following observations:

1. Our best bet might be to purchase Air Express and provide it with more dependable and efficient service.

2. Seriously, there was no possible way to move the requested material to Texas in time to meet the deadline without utilizing Air Express.

3. I think we should keep in mind that this packet involves so many diverse folders that it is not really a good product for mass distribution since the average person is not going to read any where near all of the material of which it is composed. It is much more useful as a media hand out or to serve as resource material on the Vice President for researchers, speakers or those who have an exceptional interest in learning the complete story of the Vice President's stand on issues.

4. Because the contents in this packet of necessity are constantly being changed and up dated, it is virtually impossible to keep any large supply on hand to be requested for mass distribution. Therefore more time with which to prepare for such orders--a week or so--would make possible considerable savings in the money and offer greater assurance of meeting deadlines.

5. In incidents where mass distribution is desirable (and we consider in this case anything over 200 copies as mass distribution), it might be much better to trim the pack's contents to a maximum of ten folders. This would enable faster production and delivery and it would present the recipient with a volume of readable material which he might more conceivably utilize to our advantage.
August 11, 1960

Dear Vern:

Thanks very much for the additional clippings. I certainly appreciate your sending them on. I'm sorry not to have written you sooner but I went right from the Chicago Convention out to Hawaii and just returned.

I was most interested in your foot-note regarding the improvement of Nixon's chances in Texas. This is certainly good news and I would like to chat with you in the next few days to get a first-hand report on same.

Again, thanks very much for your thoughtfullness, and best regards.

Sincerely,

H. R. Haldeman

HRH:cfo

Mr. Vern Sanford
General Manager
Texas Press Association
1716 San Antonio Street
Austin 1, Texas
Mr. Robert Haldeman  
Office of the Vice President  
Washington, D. C.

Dear Bob:

I'm sending a few more clippings with this letter. I thought you might find them interesting -- particularly the one from the Lufkin Daily News.

I realize you already may have seen at least some of these, but thought it would be well to send them along, just in case.

Best regards,

Vern Sanford  
General Manager

dp  
Enc.
Mr. Paul C. Ledrick  
State Campaign Director  
Republican Party of Texas  
4019 Montrose Boulevard  
Houston 6, Texas

Dear Mickey:

Thanks very much for your letter. I will check to be sure that John Eichner and Jim Bertron were included on the lists for Mr. Nixon.

I will definitely be in Chicago for the Convention and probably will arrive on the 19th and be there right on through the final session. I will certainly be there no later than the 23rd. I will be at the Blackstone and would like very much to see you.

I have not heard from Mr. McKean but will of course be glad to see him when he calls.

Best regards.

Sincerely,

H. R. Haldeman

HRH:cf
Mr. H. R. Haldeman
Nixon For President
1146 14th Street, N. W.
Washington 6, D. C.

Dear Bob:

I just happened to think that possibly John Richmar's name or possibly Jim Bertram's did not appear on any of the lists for Mr. Nixon. You might want to check this.

If you are going to be in Chicago during the convention I would very much like to spend a few minutes with you. There is a delicate matter in regard to advance men that I should discuss in person rather than in a letter. I will be at the Sherraton.

Mr. J. M. McKeon, who is presently Congressional Liaison man for the Nixon Office Department, is resigning that position in two weeks to come to Texas to assist me in the campaign. I have asked that he drop by and visit with you before that time. He is an old friend, a former newspaper editor and highly competent.

Please let me know if you are not going to be in Chicago.

Sincerely,

[Signature]

Paul G. Laddick
State Campaign Director
June 8, 1960

Mr. Paul C. Ledrick  
State Campaign Director  
Republican Party of Texas  
State Headquarters  
4019 Montrose Boulevard  
Houston 6, Texas

Dear Mickey:

Thanks very much for your very nice and long letter. I appreciated hearing from you.

I hope you understand the comments I made in my letter to John Eichner were in response to points he had made in an earlier letter to me. They were not gratuitous criticisms of your arrangements.

I think your suggestion on the future visits to Texas would work out very well and while, at this point, I can't tell you who will be our Advance Man, I can assure you that you'll get a good man and that he will work very well with you.

I will pass on your point on Mr. Nixon's reference to candidates losing their races. I completely agree with you.

I am sure there will be an opportunity to get together some time between now and election time, and I am looking forward to seeing you again.

Sincerely,

H. R. Haldeman

HRH:cfo
July 5, 1960

Mr. Robert Haldeman
P. O. Box 7398
Washington 4, D. C.

Dear Bob:

I am sorry to be so late in writing, but had a trip to Chicago and some budget matters to accomplish.

May I say first how much all of us here appreciated your help and cooperation during the recent Nixon visit. We are grateful for your patience and understanding. I look forward to a campaign year in which you are going to be with us.

Thanks for the comments which you made in your letter to John Eichner recently. I think your points were well taken. Ordinarily, the part played by the public relations firm would have been a lesser one, but the fact that our state convention occupied five of the eight days preceding Mr. Nixon's visit, precluded this. Also, the fact that Jim Bertron was new and inexperienced made me fearful of depending too much on amateur or voluntary help. Obviously, he and his group came through with flying colors and we need have no fear in the future.

If you believe it would be helpful, I can follow the pattern we set in 1956 concerning future visits of the Vice President to the state. As soon as a tentative schedule is set, either I or John Eichner if he is available, would go into the cities concerned serving as advance men to the advance man as it were. Then, whenever you (and I trust it will be you) arrive in the state to do your advance work, one of us would go with you to each city. I believe in this way we can save you valuable time and by the same token allow our local people more time to set up a successful reception. Fortunately, most of the areas which we might expect a presidential candidate to visit, are under the leadership of people who have experienced previous trips either by Mr. Nixon or President Eisenhower. You will find them experienced and completely capable.
The press coverage of Mr. Nixon's visit throughout the entire state was excellent. I was also very pleased while in Chicago to see that papers there hailed the reception given Mr. Nixon in Texas as a boost for his campaign. The Houston Post printed his speech of Saturday night in its entirety, including all questions and answers. This was followed in Tuesday's paper by a highly complimentary editorial concerning the manner in which he conducted himself and the forthrightness of his answers.

I have also been amazed at the number of people who evidently watched the entire show on TV and were converted by it. The consensus in Houston is that Mr. Nixon gained many new supporters through the TV appearance alone. In addition, several of the publishers present during the dinner that evening have written expressing their admiration for him. He is a great campaigner and much of his popularity in Texas stems from a terrific impact of his visits in 1956 to Ft. Worth, San Antonio, and El Paso.

We particularly appreciated the photographs taken with the candidates. Most of them turned out well. I was especially pleased that he saw fit to express his interest in our local campaigns because in the past, the presidential candidate has been reluctant to do so. Only one thing would I change in this regard. Please ask that Mr. Nixon not indicate that these candidates will lose their races. The San Antonio group were horrified at this inference. We are going to win some of these races and I want all of them to think they can win.

Meanwhile, back at the campaign, I have already purchased billboard space for 100% coverage over the state. I found them all ready and very short supply and am hopeful that LBJ has failed to reserve his boards. A campaign budget far exceeding my expectations has been approved, and if Lyndon is not the nominee, I feel the money will come rolling in shortly. Unless I am mistaken, Texas could play a vitally important role in this campaign. With your help we can certainly win.

Excuse this long letter, but it is in lieu of a conversation we should have had Sunday when I left. Thanks again for your help.

Sincerely,

Paul C. Ledrick
State Campaign Director

PCL/ab
July 8, 1960

Mr. James A. Bertron  
County Chairman  
Republican Party of Harris County  
4019 Montrose Boulevard  
Houston 6, Texas

Dear Jim:

Thanks very much for your letter and list of names. Unfortunately, it is a real problem for us to get these names in proper shape and when they arrive as late as they did, it of course greatly decreases the effectiveness of any letters to the people. But we do appreciate your getting them to us.

I was very much interested in your three points to be studied for future visits, although I had the impression from our conversation in Houston that you had considerably more detail and broader criticisms than these.

I completely agree with you that more uniformed police were needed at the Airport to handle the crowd. I should point out, however, that there is always a problem in this particular area between the jurisdiction of the Secret Service and the police. The Secret Service has the sole job of protecting the Vice President himself and therefore is not directly concerned with the crowd control. The use of too many uniformed police is avoided by the Secret Service at the request of the Vice President because it creates a very martial air which is undesirable in a political meeting.

One of the best ways of solving this problem is with a group of either Young Republicans or other committee people or a Boy Scout honor guard of some kind which can be used to handle the crowd. This is usually more effective and less offensive than the use of uniformed policemen.

I also agree with you on the use of roped lanes to the handshaking platform in a reception and this is something we definitely should do in all future receptions.

I am giving considerable thought to your idea of an outline of procedure with do's and don'ts to send out to local people well in advance of an appearance. I think if it is properly handled, it could be very helpful. The danger here, however, is that any such outline would tend to make visits stereotyped and
routine, which, of course, we do not want to do. There are, however, a number of basic points which must be observed in all visits and I think as you do, that these could be incorporated in a memorandum to be sent out in advance.

I appreciate your thoughts very much and I was certainly glad to hear that you feel the visit was well worthwhile.

I hope there will be an opportunity to see you again before the end of the campaign.

Sincerely,

H. R. Haldeman

HRH:cfo
Mr. H. R. Haldeman  
1146 19th St., N. W.  
Washington 6, D. C.

Dear Bob:

In reply to yours of June 23, and also in response to Alex Troffey's request for personnel involved with the recent visit, I am attaching a list of our workers. As to your request, I feel the following should be closely studied for future visits:

1. More uniformed police or better cooperation from secret service. Crowd at airport was permitted to pass by secret service over our protest, and came very near edging some of the reception committee out of reach of the Vice President.

2. Again, secret service. You will recall your plea to me to try to get people to stand back from the Vice President and my futile effort thereat. I was embarrassed at having to reprimand my local party and further embarrassed by Mrs. Nixon's simultaneous efforts to get me to stop forcing the crowd away from her. Roped lanes to the handshaking platform, manned by secret service or uniformed guards or police, could have easily avoided that problem.

3. We were fortunate in having Mickey Ledrick who had handled a visit before and Henry Dannenbaum who had handled General MacArthur's visit. However, an outline of a visit with suggested procedure and positive do's and don'ts would undoubtedly be valuable to inexperienced local people elsewhere. A good outline should be sent weeks before, and much procedure could be settled by mail long before you arrive to make final plans.

Bob, I feel we gained a lot by the visit and hope sincerely to do it again later in the campaign as I am convinced we can carry Texas
Mr. H. R. Haldeman  
June 30, 1960  
Page #2

against any but Lyndon and it's not impossible to defeat him here. I have heard from sources all over the country that the whole campaign got a boost by the publicity from the public reception here, and I know thousands were converted or reaffirmed by the television stint at the Rice Hotel. The Vice President was magnificent and it gave all of us hard rock Republicans a great shot in the arm.

Please write if we can be of any service whatsoever, and drop by Houston whenever you can.

Sincerely,

[Signature]

James A. Bertron

JAB:gs  
Encls.
June 23, 1960

Mr. W. R. Beaumier
Lufkin Publishing Company
P. O. Box 119
Lufkin, Texas

Dear Mr. Beaumier:

I am certainly sorry that I didn't get a chance to answer your letter prior to my return to Houston.

I am sure we will both agree that the Texas Press Association banquet was a great success. I did want you to know how much I appreciated your sending me tear sheets from your paper, and I am certainly in complete agreement with you and Bill Bogart on the views expressed in your editorials.

I very much enjoyed meeting you, even though briefly, on both the recent visits to Houston and look forward to the opportunity of seeing you again under more relaxed circumstances at some point in the future.

Again, thank you very much for your good wishes and for sending on the copies of the editorials.

Best regards.

Sincerely yours,

H. R. Haldeman

cc: Herb Klein
June 23, 1960

Mr. James Bertron
6151 Holly Springs
Houston, Texas

Dear Jim:

Just wanted to remind you that you had agreed that you would put down on paper, some of your thoughts regarding our arrangements and method of operation and send them on to me. I wanted you to know that I am looking forward to receiving same.

Let me say again that we certainly appreciated the tremendous enthusiasm and cooperation on everyone's part while we were in Houston and the time spent there will be long-remembered by all of us.

Thanks again very much for your personal help. I hope that we will have an opportunity to get together under more relaxed circumstances in the future.

Best regards.

Sincerely yours,

H. R. Haldeman

HAR:cfo
TO: RN
FROM: Bob Haldeman

RE: Fat Cat Meeting - Texas, Saturday, June 18th

This is just to remind you that during the discussion Saturday evening in the Petroleum Club, you agreed to send Al Fay a list of the Senators and Congressmen -- with emphasis on the Congressmen -- whom you felt the Texas donors should concentrate on in providing financial support for the coming campaign.

After some discussion on this point, you told the group that you would send your recommendations to them through Al Fay.
June 29, 1960

Mr. Vern Sanford
General Manager
Texas Press Association
1716 San Antonio Street
Austin 1, Texas

Dear Vern:

Thank you very much for your nice letter regarding our Houston trip.

I certainly personally appreciated all of the help of your group in setting up the Texas Press Association appearance and I hope that you share my feeling that it all went very well and added to a most successful meeting.

Thanks very much to you and all of your group, and best regards.

Sincerely,

H. R. Haldeman

HRH:cf0
Mr. Robert Haldeman  
Office of The Vice President  
Washington, D. C.

June 21, 1960

Dear Bob:

Thanks so much for everything you did to make our work in connection with Vice President Nixon's appearance in Houston so much easier.

It was a real pleasure to work with you and the other members of your staff and we also were mighty happy to have all of you with us.

If we can be of assistance to you at any time, I surely hope you will call on us.

In the meantime, please pass our deep appreciation on to the others who worked with you in Houston.

Sincerely,

Vern Sanford  
General Manager  

dp
Mr. L. J. Eichman, Vice President  
Sales & Traffic  
Trans-Texas Airways  
International Airport  
Houston 17, Texas  

June 24, 1960

Dear John:

Thank you very much for sending in the list of people to whom thanks are due. You did an excellent and complete job in putting this together and giving us a description of their activities which we greatly appreciate.

In regard to your criticisms of the whole affair, I would agree with you on all four points with the following reservations:

1) In addition to the insurance problem with the new cars there is also the problem of the engines not being properly broken in and thus the cars overheating more rapidly than should be the case. Also, there are always potential problems in using new cars because they haven't been thoroughly checked out. We have found it is much better to use cars that have at least 1,000 miles on them.

2) I think it would have been a good idea to have a supply of buttons and a stand to sell more expensive items. This is something we haven't done before, but it would have been a good way of taking advantage of the large crowd that was at the Airport.

3) It is always better to have your own people checking doors in addition to the people that the Secret Service might or might not provide.

4) It would have been better to break up the motorcade but the press insists on traveling with the Vice President so they can cover anything that might happen enroute and that was the reason that we had them join him for the drive out. This does cause some delay but it is important.

I have one other thought which you might keep in mind, and that is while your agency did a terrific job in handling many of the details of the trip as well as taking care of press work, etc., it would have been better if they had either remained in the background or at least not have been identified so clearly as agency people. Along this line, I don't think it was a very good idea politically,
to have the press schedules and other material which was distributed, iden-
tified by the Agency name at the top of the page. We have enough problems
with the accusation of being the "Madison Avenue Party" without giving the
Press any more fodder for their mill.

By this I certainly don't mean that you shouldn't use the agency because they
did a wonderful job. I merely mean that the people who are working on this
kind of an assignment should not be identified as Agency people and should
work as volunteers, at least as far as the Press are concerned. The material
that is put out should be under the Committee's name instead of the Agency's.

None of the above should be considered as criticism of the over-all trip because
I can assure you that all of us were very much impressed by the wonderful job
done by you and your group in handling all the arrangements and the over-all
planning.

I hope that all of you there were as pleased with the trip as we were.

I look forward to seeing you again some day, perhaps under more relaxed cir-
cumstances.

Thanks very much for the very fine job and especially for your own personal
efforts.

Best regards.

Very truly yours,

H. R. Haldeman

HRH: cfo
MR. H. R. HALDEMAN  
P. O. Box 7398  
WASHINGTON 4, D. C.  

DEAR BOB:  

BEFORE ALEX LEFT HE ASKED THAT WE SEND IN A LIST OF PEOPLE TO WHOM THANKS ARE DUE FOR THEIR HELP ON THE RECENT TRIP TO HOUSTON. THE LIST IS ATTACHED.  

AS MICKEY WILL HAVE TO BE OUT OF TOWN FOR SEVERAL DAYS, I WANTED TO SEND YOU THIS INITIAL LIST AND HE CAN SUPPLEMENT IT WITH OTHER NAMES UPON HIS RETURN. I HAVE OMITTED THOSE PERSONS' NAMES AND ADDRESSES WHOM I KNEW YOUR OFFICE HAD PROBABLY ALREADY WRITTEN SUCH AS: MRS. HOBBY, MR. DILLON ANDERSON, MR. JACK PORTER, MR. WHITEHEAD OF THE TPA, AND MR. SANFORD OF THE TPA.  

THE FIRST FIVE NAMES (WHICH ARE ASTERISKED) DESERVE A LITTLE EXTRA THANKS. THE OTHERS CAN BE HANDLED IN A MORE ROUTINE FASHION.  

I'M SURE THAT MICKEY WILL HAVE ADDITIONAL NAMES TO SEND YOU UPON HIS RETURN TO HOUSTON.  

IF YOU HAVE ANY SUGGESTIONS OR CRITICISMS OF THE WHOLE AFFAIR, PLEASE LET US KNOW FOR FUTURE USE. FOR YOUR INFORMATION, WE OURSELVES WERE CRITICAL OF FOUR ITEMS THAT WE DON'T WISH TO OVERTURN AGAIN: 1) THE DEALER'S NEW CARS REQUIRED CERTAIN INSURANCE THAT COULD HAVE BEEN AVOIDED. 2) WE NEEDED A LARGE SUPPLY OF NIXON GIVEAWAY BUTTONS AT THE AIRPORT, AND COULD HAVE SET UP A FUND RAISING STAND SELLING MORE EXPENSIVE ITEMS. 3) WE SHOULD HAVE HAD OUR OWN MEN INITIALLY ON TWO DOORS (AIRPORT RAMP AND GRECIAN ROOM) INSTEAD OF RELYING UPON THE SECRET SERVICE PEOPLE'S PROMISE TO MAN AND TO CHECK ALL PERSONS ENTERING THOSE DOORS. 4) THE RETURN MOTORCADE TO THE AIRPORT SHOULD HAVE BEEN BROKEN UP TO SEND THE PRESS BUS OUT AHEAD OF OTHERS. THIS WOULD HAVE MADE LOADING AT THE FIELD SIMPLER AND SPEEDIER FOR ALL IN THE EVENT THE MOTORCADE WAS DELAYED (AS IT WAS).  

WE ENJOYED WORKING WITH YOU.  

SINCERELY,  

TRANS-TEXAS AIRWAYS  

LJE:MW  

CC: MR. ALEX TROFFEY  
MR. PAUL LEDERICK
SATURDAY, JUNE 18

07:30 A.M. Lw, DCA

08:00 A.M. Arr. Houston Airport
LARGE WELCOME — PARTY WORKERS — ETC.
PRESS CONFERENCE IN TERMINAL
(ALTERNATIVE —
1) WELCOME CEREMONY INSTEAD OF AIRPORT
2) FELL WELCOME INSTEAD OF AIRPORT IF FACILITIES BETTER)

09:30 A.M. To Airport — Car to Rice Hotel (10 Mi. — 30 min.)

10:00 A.M. At Rice Hotel
PRESIDENT AND DELEGATES — RECEPTION
(ALTERNATIVE — Q & A AND HANDSHAKES)
(ALTERNATIVE — DELEGATES IN FROM OTHER STATES)

11:00 A.M. To suite

12:00 P.M. T.P.A. Reception

1:00 P.M. T.P.A. Dinner

5:00 P.M. R.H. Speaks — Q & A

9:00 P.M. End Dinner — to suites

9:15 P.M. Meet for voting (25)

10:15 P.M. End — Overnight
HOUSTON

Contacts

R. S. 1
Lane Bertram .................. CA 7-3469, CA 2-7201 x 28, HD 5-0677 (r)

E-R. A.:
Pres. - Tom S. Whitehead - Brenham
Prog. Chairman - Frank Zeiske - Belleville .... UM 3-3131
Mgr. - Vern Sanford - Austin .................. GR 7-2023

Motorcade:
Douglas Harriman .................. CA 8-2481, JA 9-4045, 2-8937

Rice Hotel:
Sales Mgr. - Sid Hopkins CA 7211
Conv. Mgr. - J. Frank Bobo
General Mgr. - Beck

Republicans:
P. R. - Henry Dannenbaum ............ JA 6-4721, Sugarland DI 9-2637
National Comm. - Albert Fay ............ JA 8-5548 (R. Hq.)
Chmn. - Thad Hatcherson ............... CA 4-9271; (r.) - JA 2-7175
Campaign - Mickey Ledrick ............... JA 8-5548; JA -20381
City Chmn. - Jim Bertron ............... MA 3-5437; HD 5-0287
General Chmn. - John Eichner ........... MI 5-3381; PA 3-1772

Breakfast:
Dillon Anderson .................. CA 4-9441; JA 9-0340
Mrs. Hobby .......................... Post - PA 3-3131
Jack Porter -

Mrs. J. Collier Harley, 2406 Del Monte .... JA 2-7371
Jim Ethridge ...................... JA 6-1071
VICE PRESIDENT TO VISIT HOUSTON

Vice President Richard Nixon will arrive at Houston International Airport at 1:45 p.m. Saturday (18.) Following a brief address in the Airport Lobby, he will proceed to the Airport's Cloud Room for a conference with members of area press, radio and television stations. Mrs. Nixon, who will accompany her husband on his visit to Houston, will meet 'ladies of the press' for a separate conference.

The Vice Presidential party will be met in Houston by Republican State Chairman Thad Hçcheson, Houston Mayor Lewis Cutrer, and members of the Harris County Republican Committee. A party of Washington news correspondents will follow the Nixon party in a separate plane.

The vice president is coming to Houston to address a banquet of the Texas Press Association in the Rice Hotel Saturday evening, but the public is invited to attend the airport speech and to greet the official party.

-30-

NOTE TO THE EDITOR: For security reasons, only newsmen wearing official badges will be admitted to press conferences with the Vice President and Mrs. Nixon. Should your paper desire to cover either of these conferences, your reporters must present credentials at the Badge Counter in the Main Lobby of the Airport by 1 p.m. Saturday, June 18.
HOUSTON - June 18, 19

SATURDAY, JUNE 18

CST 11:45 p.m. Arr. Houston International Airport

AIRPORT GREETINGS - CIVIC COMMITTEE and TPA
(Expect brief remarks by RN in terminal)

2:00 p.m. To Cloud Room in Airport Terminal

PRESS MEETING - 30 MIN.
(Mrs. Nixon meets separately with press ladies) - 11:45

2:45 p.m. Lv. Airport by car for Shamrock Hotel - no one ride

3:15 p.m. Arr. Shamrock - to Continental Room

PRECINCT WORKERS MEETING - 500
 Reception line - RN + PN only

County Chairman James Bertron will into.

Walk to Great Hall

RECEPTION - REPUB. EXECS. COMM. (100)
Receiving line - 3:45

PICTURES WITH STATE CANDIDATES

4:30 p.m. Lv. Shamrock by car for Rice Hotel

4:45 p.m. Arr. Rice Hotel - to Suite

(10 MIN. MEETING WITH JACK PORTER ?)

1-1/2 HOURS RESERVED FOR STAFF WORK

6:35 p.m. Lv. Suite for Colorado Room

RECEPTION - T.P.A. DELEGATES (Publishers) - In
progress since 6:00 - (300)

Receiving line - shake hands - Whitehead in line

7:15

7:00 p.m. Head Table assembles in Pecos Room and enters ballroom

BANQUET - TEXAS PRESS ASSOCIATION (850)

PROGRAM STARTS

Invocation - Anthem
Introductions - Tom Whitehead, Pres., T.P.A.
Presentation of flowers to RN
Remarks of welcome by Mayor
Mrs. Hobby intro. RN

8:15 - RN remarks & Q. & A. from floor (live TV - no)
Houston - June 18, 19

9:15 p.m.  End of program - return to Suite
9:30 p.m.  To Petroleum Club in Rice Hotel
            AM - MEETING - G.O.P. DONORS
            PM - MEETING - WIVES
10:30 p.m.  Return to Suite - Overnight

SUNDAY, JUNE 19

CST  5:20 A.M.  Leave Rice Hotel by car to Tejoe Club
8:20 a.m.  Arr. Tejoe Club Floor - Walk thru office
            12 p.m.  PRIVATE BREAKFAST - MRS. HOBBY (50)
            In progress since 8:00
10:00 a.m.  Lv. Tejoe Club by car for Airport
10:25 a.m.  Arr. Airport
10:30 a.m.  Take off for Sioux Falls

Drop me off at Hotel 9:00
HOUSTON

Contacts

S. S. : Lane Bertram ....................... CA 7-3469, CA 2-7201 x 28, MO 5-0677 (r)

Prog. Chairman - Franz Zeiske - Belleville .......UN 5-3131
Mgr. - Vern Sanford - Austin ..................GR 7-2023

Motorcade: Jene Farris - CA 8-2481, JA 9-6045, 2-8957

Rice Hotel: Douglas Harriman ..................CA 8-2481, JA 9-6045, 2-8957

Motorcade: Jene Farris

Conv. Mgr. - J. Frank Bobo

Banquet - Bryant & Louis

General Mgr. - Mike

National Comm. - Albert Fay ..................JA 8-5548 (R. Hq.)

Chmn. - Thad Hutcheson .......................CA 4-9271; (r.) - JA 2-7175

Campaign - Mickey Ledrick ....................JA 8-5548; JA 20381

City Chmn. - Jim Bertron ......................MA 3-5437; MO 5-0287

General Chmn. - John Eichner .................MI 5-3381; PA 3-1772

Breakfast: Dillon Anderson .....................CA 4-9441; JA 9-0340

Mrs. Hobby - Mrs. Collier Hurley, 2406 Del Monte ....JA 2-7371

Jack Porter -

Mrs. J. Collier Hurley, 2406 Del Monte ....JA 2-7371

Jim Ethridge .......................JA 6-1071
# DIRECTORY OF ARRANGEMENTS PERSONNEL
## FOR VICE PRESIDENT NIXON'S VISIT TO HOUSTON

<table>
<thead>
<tr>
<th>OFFICIAL</th>
<th>PHONE</th>
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<tbody>
<tr>
<td>H. R. (Bob) Haldeman</td>
<td>Executive 3-7640</td>
</tr>
<tr>
<td>Washington 4, D. C.</td>
<td></td>
</tr>
<tr>
<td>Alex Troffey</td>
<td>3366 Spring Hill Road</td>
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<tr>
<td>Lafayette, California</td>
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**LOCAL, STATE REPUBLICAN PARTY**

<table>
<thead>
<tr>
<th>Official</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Thad Hutcheson</td>
<td>CA 3-9327</td>
</tr>
<tr>
<td>1815 Milford</td>
<td>JA 2-7175</td>
</tr>
<tr>
<td>James A. Bertron</td>
<td>MA 3-5437</td>
</tr>
<tr>
<td>6151 Holly Springs</td>
<td>HO 5-0287</td>
</tr>
<tr>
<td>John Eichner</td>
<td>MI 5-3381</td>
</tr>
<tr>
<td>5030 Lymbar</td>
<td>PA 3-1772</td>
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<tr>
<td>Paul (Mickey) Ledrick</td>
<td>JA 8-5548</td>
</tr>
<tr>
<td></td>
<td>JA 2-0381</td>
</tr>
<tr>
<td>Douglas Harriman</td>
<td>CA 8-2481</td>
</tr>
<tr>
<td>3646 Piping Rock</td>
<td>JA 9-8957</td>
</tr>
<tr>
<td>County Headquarters</td>
<td>JA 9-6194</td>
</tr>
<tr>
<td>State Headquarters</td>
<td>JA 8-5548</td>
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**GOODWIN, DANNENBAUM, LITTMAN & WINGFIELD, INC.**

<table>
<thead>
<tr>
<th>Official</th>
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<tbody>
<tr>
<td>Henry J. Dannenbaum</td>
<td>DI 9-2657</td>
</tr>
<tr>
<td>3333 West Alabama</td>
<td>Sugar Land, Texas</td>
</tr>
<tr>
<td>John Paul Goodwin</td>
<td>JA 3-9831</td>
</tr>
<tr>
<td>P. O. Box 22212</td>
<td>Houston 27, Texas</td>
</tr>
<tr>
<td>Earl Littman</td>
<td>PA 3-4597</td>
</tr>
</tbody>
</table>

**NOTE:** To leave messages, reach agency personnel when away from office and general coordination, call Mrs. Dorothy Burgower or Mrs. Bess Horn at the agency office.

**Night numbers at Agency:**

<table>
<thead>
<tr>
<th>Official</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Henry J. Dannenbaum</td>
<td>JA 6-4726</td>
</tr>
<tr>
<td>Earl Littman</td>
<td>JA 6-4721</td>
</tr>
</tbody>
</table>
SCHEDULE FOR VISIT OF VICE PRESIDENT NIXON TO HOUSTON

6/18/60

HOUSTON INTERNATIONAL AIRPORT

1:00 PM CST

Badge counter opens in Airport Lobby, at which members of Welcoming Committee receive WELCOME badges, members of State Republican Executive Committee receive RECEPTION badges, local and area newspaper people, radio and television representatives present credentials and receive PRESS badges.

1:30 PM

ARRIVAL OF PRESS PLANE

Agency hands out Press Schedule, fact sheet covering Press Room facilities at Shamrock-Hilton Hotel, pre-registration at Rice Hotel, luggage arrangements, etc.

Members of Welcoming Committee form on Center Landing Ramp below Airport Restaurant; members of local and area Press, Radio and TV assemble on same ramp near entrance to Eastern Loading Finger nearest Airport Building.

Band from John Foster Dulles High School in nearby Fort Bend County has formed on other side of Welcoming Committee, toward the Western Loading Finger. Band begins to play as Press Plane taxies up to Landing Ramp.

1:45 PM

ARRIVAL OF VICE PRESIDENT'S PLANE

Mr. Albert B. Fay, Republican National Committeeman and Mr. Thad Hutcheson, Republican State Chairman, greet Vice President and Mrs. Nixon as they descend from plane, escorts them to Welcoming Committee and introduces them to Mayor Cutrer and members of Committee.

On signal, a small group from the band crosses in front of the Welcoming Committee and, single file, proceeds through entrance to Eastern Loading Finger, up the stairs and into the Airport Building - the last band member approximately 20-ft. ahead of the Vice President. This small group from band forms between the Travel Insurance Counter and the Gift Shop, continues to play until given signal that speaking is to begin. (Balance of band follows Welcoming Committee and Press into Airport Building and becomes part of the public crowd.)

Mr. Hutcheson presents Mayor Cutrer.

Mayor Cutrer delivers address of Welcome, presents the Vice President.

Vice President Nixon speaks from bench near center of Airport Bldg., in front of entrance to Cloud Room.
PRESS CONFERENCE

2:00 PM

Vice President Nixon proceeds to Cloud Room, with members of Press, Radio and TV, and those riding in cars 5, 6 and 8. Small group from the high school band plays as party makes way to Cloud Room.

Vice President holds Press Conference in Cloud Room.

Mrs. Nixon meets with Ladies-of-the-Press.

2:35 PM

Press conference terminates.

Vice President, staff, press, selected local leaders and local staff proceed to official cars and press bus parked on Airport driveway ramp.

Entire high school band, formed outside Airport entrance, plays until motorcade turns into Airport Blvd.

2:45 PM

Entire party departs Airport. Official cars, with special stickers provided by H. R. Haldeman, will include only these vehicles:

1. Vice President's car (Secret Service will provide both cars and drivers for No. 1 and 2)
2. Secret Service
3. Vice President's Staff *
4. Press Bus (Provided by agency)
5. Local leaders *
6. Local leaders *
7. Vice President's staff *
8. Local staff and agency (Provided by agency)

* Provided by Transportation Committee, Douglas Harriman, chairman - with drivers.

NOTE: Vice President's Staff and Visiting Press luggage will be loaded on baggage truck immediately after Vice President's party enters the Airport Bldg. and truck will go directly to Rice Hotel.
ROUTE TO SHAMROCK-HILTON HOTEL: **

Airport Blvd. to Telephone Road then to Long Drive then to Griggs Road then to Old Spanish Trail then to Holcombe Blvd. to Shamrock-Hilton.

3:15 PM SHAMROCK-HILTON HOTEL

Vice President, Staff and Press enter Emerald Room.

Vice President speaks to Harris County Republicans.

(Meanwhile, members of State Republican Executive Committee enter Grecian Room - are checked at door by staff members from State Headquarters).

3:45 PM Vice President and Staff (without the Press) enter the Grecian Room.

Vice President speaks to State Republican Executive Committee.

(Meanwhile, members of Press are taken to Press Room in Shamrock-Hilton.)

4:15 PM Vice President goes into Emerald Room where photographs will be made with local and state Republican candidates.

4:30 PM Depart Shamrock-Hilton Hotel (same order of cars as in motorcade from Airport, including Press Bus.)

ROUTE TO RICE HOTEL **

To South Main Street to Holman Avenue to Travis Street to Texas Avenue to Texas Ave. entrance of Rice Hotel.

4:50 PM RICE HOTEL

Allied Florists present flowers in lobby to Vice President and Vice President arrives at private suite. Mrs. Nixon.

6:30 PM Vice President attends Texas Press Association reception.

7:00 PM Texas Press Association Banquet.

8:00 PM Vice President's Speech and Question Period.

9:30 PM Private meeting in Petroleum Club.

** Subject to Secret Service and police approval.
6/19/60 (Sunday)

8:20 AM  Leave Rice Hotel
Vice President and Secret Service cars.

8:30 AM  Arrive Tejas Club - 21st Floor Petroleum Building

9:00 AM  Luggage of Vice President and Staff leaves Rice Hotel for Airport in Baggage Truck. Also luggage of Visiting Press.

9:30 AM  Vice President's Staff and Press Bus leave Rice Hotel for Airport.

9:50 AM  Vice President leaves Tejas Club for Airport.

ROUTE: Texas Avenue to LaBranch Street to Jefferson Avenue to Gulf Freeway to South Houston to Airport Boulevard to Airport.

10:30 AM  Vice President's and Press planes leave Airport.
ASSIGNMENT NO. 1: VARIOUS

ASSIGNED TO: HEADQUARTERS & ARRANGEMENTS COMMITTEE

1. Circulars and telephone calls to Harris County Republicans regarding promotion of attendance at Airport and (by party workers) at Shamrock-Hilton. Ask workers to bring signs & banners.
   - Individual: Bertron

2. Issue invitations to:
   - Welcome Committee,
   - State Republican Executive Committee
   - Harris County Republican Chairmen
   - Selected business leaders
   - Individual: Ledrick

3. Extend personal invitation to Mayor Cutrer
   - Individual: Hutcheson

4. Distribute official badges (except Press) and place official stickers on cars
   - Individual: Eichner

5. Name and supervise Women's Committee to present flowers to Mrs. Nixon at Airport, to arrange special transportation whenever she leaves Vice President's party
   - Individual: Bertron

6. Provide for flowers in Nixon suite
   - Individual: Eichner

7. Provide transportation (including baggage truck) for cars No. 3, 5, 6, 7 listed on Pg. 2 of schedule and for cars to be used Sunday
   - Individuals: Bertron & Harriman

8. Ceremonies on Arrival at Airport
   - Individual: Hutcheson

9. Presentation of Vice President to Harris County Republicans at Shamrock-Hilton
   - Individual: Bertron

10. Refreshments in Grecian Room (Maitre d' Worsheh)
    - Individual: Eichner

11. Line up party candidates for photographs
    - Individual: Ledrick

12. Check all hotel arrangements
    - Individual: Eichner

13. Provide personnel (a) to man badge counter at Airport, (b) to check invitations and badges of persons entering Grecian Room at Shamrock-Hilton
    - Individual: Bertron

14. Provide names of newsmen arriving on plane
    - Individuals: Ledrick & Haldeman
ASSIGNMENT NO. 2: COMMUNICATIONS *

ASSIGNED TO: MR. GOODWIN, with Mrs. Wingfield, Mrs. Holzhauser and Don Reynolds

1. Secure PA facilities as follows:
   (a) By door to Cloud Room in center of Airport lobby, tie in to Airport loud speaker via Travel Insurance counter;
   (b) By back wall (not the windows) of Cloud Room - centered in length of room. Provide speakers so no feed-back;
   (c) In __________ Room of Shamrock-Hilton for Vice President's speech to Harris County Republicans;
   (d) In Grecian Room of Shamrock-Hilton for speech to State Republican Executive Committee.

2. Get tape recording of Vice President's speech at Airport, of the Airport Press Conference, of the speech and question period during TPA banquet;

3. Check necessary outlets for television cameras and lights, radio lines and tape recorders as needed;

4. Secure Western Union man (with prominent sign) to accept Press filings at Cloud Room during Press Conference;

5. Secure four direct telephone lines to be installed in Press Room at Shamrock-Hilton for exclusive use by visiting or local press. Restrict use so no toll calls will be charged to these phones.

6. Secure installation of Western Union wire service in Press Room at Shamrock-Hilton. No telegrams to be charged to Committee.

7. Check wire facilities for visiting Press at Rice Hotel. Ask Texas Press Ass'n. if same will be available in their Press Room.

8. All arrangements for radio and television coverage of Arrival at Airport, Welcoming ceremonies, Airport Speech, Banquet Speech (the latter to be coordinated with Texas Press assn)-including the invitation to larger Texas radio and television stations to send their newsmen and cameramen.

9. Arrange video tape of Vice President's 10-minute speech and the question period which follows-subject to Ledrick's approval on Thursday 6/16. In this connection, continue to check on Austin TV station's possible taping of this. Caution: this may run hour or longer!

   * On first draft, Assignment No. 2 was Police Protection. After meeting Special Agent Bertram, agency has decided to "allow" him to handle this assignment without advice from us.

10. Check TPA about availability of floor mikes for question period, so questions can be taped. Portable mikes preferred.
ASSIGNMENT NO. 3: PUBLICITY AND PRESS RELATIONS

ASSIGNED TO: Mr. DANNENBAUM, with Mr. LITTMAN and Miss KEY

1. Get newspapers to run signature ads welcoming Vice President and publicizing appearance at AIRPORT;

2. Otherwise publicize visit to secure large crowd at Airport;

3. Invite area and state papers (including state capitol press) and radio and television news editors, asking that assigned newsmen present credentials at Airport Badge Counter by 1 PM on 6/18.

4. Check Texas Press Association on:
   (a) Accredited newsmen to their convention. Explain how they must be cleared for Airport press conference;
   (b) Press courtesies being extended visiting Press by TPA (hospitality at Rice Hotel, etc.) so same can be incorporated in Fact Sheet handed out at Airport;

5. Contact local newspapers' managing editors to secure coverage by their top political reporters;


7. Prepare a Press Kit which will guide all newsmen of all media in the schedule of events;

8. Secure 50-seat air-conditioned bus with ample luggage compartment;

9. Have special Fact Sheet which will include information on:
   a. availability and time schedule of Press bus;
   b. luggage arrangements;
   c. Press Room facilities at Shamrock-Hilton (open 3 to 5 p.m.)
   d. facilities which Texas Press Assn. will provide newsmen;

10. Pass out Press Kit and Fact Sheet to each newsmen on plane, the Press Kit only to local and area newsmen;

11. Arrange for Press Room at Shamrock-Hilton;

12. Provide 2 fifths each of Scotch and bourbon, with ice, water, sparkling water and cokes for Shamrock-Hilton Press Room;

13. Man the Badge Counter at Airport; check credentials and issue Press badges;

14. Check Press badges of all entering Cloud Room at Airport;

15. Check Republican VIP's attempting to enter Cloud Room at Airport.
ASSIGNMENT NO. 4: WISS RIEGER, ROBT. W. DANNENBAUM and JACK GLIDDEN

1. Arrange roped off area on central landing ramp at Airport, to keep high school band, the Welcoming Committee and the Press from spilling out into the landing space;

2. Prepare, produce and get permission to install:
   a. Direction signs: "PUBLIC PARKING" (2 of these for "New Area" at western side of Airport Bldg. (open field) and for "Cargo Bldg. Area" on eastern side. For the access road to the latter (leading from airport circular drive, cover the "No Admittance" sign with "Public Parking Today Only".
   b. Sign to be hung on west side of eastern loading finger (facing center ramp) "WELCOME, MR. VICE PRESIDENT";
   c. Sign (direction) "CLOUD ROOM - ACCREDITED NEWSMEN ONLY;"
   d. Sign: "BADGE COUNTER"
   e. Signs for Shamrock-Hilton: Harris County Republicans State Republican Executive Committee Press Room
   f. Banner on outside of Shamrock (same as 2-b above)
   g. Banner on outside (Texas Ave.) of Rice Hotel - the cut-out letters mentioned by Mr. Bertron or, if not available, one as 2-b above. ALSO a banner on mezzanine balustrade (facing lobby);

3. Provide two tables and four chairs for Badge Counter at Airport;

4. Secure Vice President's flag for the car assigned to him;

5. Ask Max Peck at Rice Hotel if they have Vice President's flag to fly while he is a guest;

6. Secure high school band (see HJD) and double check by Friday 6/17.

7. Secure sign to be carried for high school band.

8. Secure badges: 50 reading: "WELCOME MR. VICE PRESIDENT (with holder for name space)"
   150 reading: "RECEPTION"
   150 reading: "PRESS"

9. Have badges free-hand lettered of names provided by headquarters, Washington staff (visiting Press) Texas Press Association, etc.