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<td>52</td>
<td>14</td>
<td>02/04/1960</td>
<td>Letter</td>
<td>Letter from H. R. Haldeman to John Erlichman about the California trip. 4 pgs.</td>
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<td>Letter from H. R. Haldeman to Randolph Bishop. RE: Jack Stiles. 1 pg. Attached to previous.</td>
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<td>Tentative schedule for Detroit trip on February 15, 1960. 2 pgs.</td>
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<td>52</td>
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<td>Tentative schedule for California trip on February 17-22, 1960. 4 pgs.</td>
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<td>Letter</td>
<td>Letter from Bob Haldeman to Charles Ferrington about payment for expenses for the California trip. 1 pg. Attached to previous.</td>
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<td>Letter</td>
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Mr. John Zrlichman  
614 United Pacific Building  
Seattle 1, Washington

Dear John:

I am sending you a copy of the over-all California schedule. I will cover in this letter some of the details which should be looked into while you are in San Francisco this weekend.

First, there seems to be some doubt on the part of George Millias at least, as to whether the separate meeting with the 1st District committee is a good idea. He is going to look into this further and discuss with the people in the 1st District group. I think you better call him when you get to San Francisco and find out what his plans are unless I have gotten word to you sooner. Since New Stearns will be in Los Angeles he suggests you work out details with Max Abramson of his office. He’s the fellow we met the afternoon we were in there last week.

If it is decided not to hold the 1st District meeting, then we should either start the general coffee hour at 9:00 or else plan no activity for 9:00 - 9:30 and start the coffee hour at 9:30 as originally scheduled.

Regarding this, if it is decided to hold the 1st District meeting, you will have to set up a separate suite in the Hotel or a private dining room for this purpose. You will have to work out with Millias and the others an estimate of the size of the group, and then try to get a room that will accommodate them but be relatively well filled up once they’re all in it. I think it would be a good idea to serve coffee at least at this meeting...possibly a tray of donuts, and this arrangement should be made with the Hotel. The host in this case would either be the District committee itself or the State committee—that is, George Millias. It should be strongly emphasized that the people attending this meeting be there promptly at 9:00, or better yet, well before nine o’clock since the Vice-President will be stopping by there on his way to the coffee hour with the larger group. This meeting should not be announced as a scheduled event on the Vice-President’s itinerary but rather it should be privately known to the 1st District committee that he has agreed to stop by their meeting in the Hotel on his way to the other coffee hour.

As far as the big coffee hour session is concerned, you will probably have to use the ballroom of the Hotel or the biggest general room they
have, assuming, of course that you are convinced the committee is going to produce the 2,000 or 3,000 people that we are expecting. The reception setup should be the way you and I had discussed earlier...that is, either a raised platform or a stage for the receiving line which will probably consist just of the Vice-President and Pat, although if Millie or Bill Steels or Weinberger or Dinkelapil want to stand in the line, we probably should let them. The idea here might be to have them rotate, since it is planned to stagger the arrival times of these groups, having the county committee come at 9:30; maybe the TN's at 10:00; the Women's division at 10:30 and the Nixon-in-760 people from outlying counties at 11:00; thus avoiding having everyone arrive at the same time and having to stand in line for too long. We have got to be careful, however, not to end up with a sparse crowd at any point...especially at the 9:30 arrival time. This meeting should definitely be set up on the basis of a stand-up deal with coffee and donuts served and some provision made for a receiving line to form and go up on the platform to greet the Vice-President. It is to be hoped that the whole crowd will not stand in the line all the time, but rather will wander around the room with a small group gradually feeding into the line on a steady basis so no one just has to stand in line for too long a period.

You will note that on the schedule, I have provided the period 11:30 to 12:30 as time reserved for RN. It is quite possible that if we get the size crowd we are expecting, the reception will drag on longer than the 11:30 cut-off time. If that is the case, we can put into this reserve time if necessary. I wouldn't say so on the schedule, however.

I think the finance luncheon has already been scheduled in a room determined for. I believe it is the Italian Room at the St. Francis. You should check that out; determine who is at the head table; who will introduce RN; how the general program of this luncheon will be handled, etc. We don't need to get too deeply into the details of that since it will be in the nature of a private affair. He should definitely plan to leave that luncheon at 2:30, however.

After a few minutes in the room to polish his skis, we will take him over to the KQED studio for the filming of his program with Weinberger. Nothing has been set up on that as far as I am concerned, although I am sure that preliminary arrangements have been made. You should get in touch with Weinberger and work out the details with him. It is important we have a run-down on the nature of the program; what is to be covered; what RN is expected to do, etc. Also, Weinberger should have the studios set up and everything ready to go as soon as we arrive so that there will be a minimum of delay.
You should be aware of, but not discuss with anyone, the possibility that on the way back to the St. Francis from the TV studio, the Vice-President may want to stop by a school for the deaf where a cousin or some relative of his is attending. This is not to be announced, or discussed, or planned in any way, but we will check it out on the ground when we get there.

I have talked at some length with Verl Taylor who is handling the arrangements for the Harvard-Stanford party and you can just confirm those with him, but they follow the pattern covered in the schedule, pretty closely. You should check out routes to the Presidential Suites and then down to the garden court and so on in the Palace Hotel so we know exactly where we are going.

It will be necessary to check out also, the automobile arrangements. I assume these will be handled through Whittaker and Baxter, but they have not been discussed. It looks as though there will be five traveling press so I think we better go on the basis of two cars for staff and two cars for press. If we pick up some extra press in the State of California, we will just have to add some more cars. I don't know how that's going to work. The Convair that we are chartering will seat 35 in addition to the Vice-President and Mrs. Nixon. Therefore, there is room for a large contingent of reporters and we may get stuck with some. If the reporter group gets to be more than 10 or 15, I think we ought to probably hire a bus for the press to ride in, rather than stringing them out in a long row of cars. It would be much easier to keep them together that way.

The press is included...that is, the traveling press...in the Harvard-Stanford dinner but this should be confirmed with Verl Taylor.

I have told Tom Hanson, the agent in charge of secret service in San Francisco that you will be coming in this weekend. You should work with him closely on all of these arrangements now, because he will have to work out his security plans. You will find that he can be a great deal of help, I think.

As far as the general hotel arrangements are concerned, I think you are familiar with what is needed. There should be the large suite for the Vice-President and Mrs. Nixon with a parlor and two bedrooms; Secret Service goes in a room next to that; and staff in rooms as close by as possible. There should be a suite or two connecting rooms for Rose Woods. Arrangements should be made for an IBM typewriter on a stand in Rose Woods' living room or extra bedroom. If the hotel can't take care of this, call IBM in San Francisco direct.

Going back to the motorcade for a minute...you of course, will also have to have a car for the Vice-President for which the Secret Service
will provide a driver. The local people will have to provide drivers for the staff and press cars.

Regarding the coffee hour Saturday morning...the intention on our part was that the meeting would be co-hosted by the Nixon-in-'60 group and the Republican party central committee but I have a feeling that Hewt has set it up on the basis of the Nixon-in-'60 group (that is, Weinberger and Dinkelspiel) being the hosts with the others being invited guests. This may work out all right, and I'll do some telephone discussing in the next couple of days and give you a call if there seems to be any problem in this area.

Don't hesitate to give me a call at home if there is anything you need to cover or any questions you have.

Best regards,

Sincerely yours,

R. R. Haldeman
February 1, 1960

TO: Randolph G. Bishop
FROM: Robert Haldeman

RE: Jack Stiles

I discussed Stiles’ salary situation with him yesterday afternoon and we agreed that for the time being at least, he would stay on our roles as a volunteer instead of a paid employee. We will then reimburse him for all of his expenses for living in Washington. It is understood these expenses are not to exceed $1200 a month.

For the first month’s expenses, which I have approved, and he has been reimbursed already by check...the amount was in excess of $1200 but this will be balanced by a lower amount in future months.

If, at some time in the future, this system does not seem to be working satisfactorily, either for us or for Stiles, we will then consider an adjustment, but for the time being, we think it should work out all right.

I have asked Carolyn Day to proceed on this basis, but to keep an accurate record of the reimbursements which are for expenses in Washington, separately from those expenses incurred on travels on corp. business.
TENTATIVE SCHEDULE
(For meeting with John Martin Feb. 4th)

SUN. 14th
8:00 P.M. (App.) Arr. by plane from Washington, D. C. at Detroit Metropolitan Airport.
GREETING BY OFFICIAL PARTY — 6 to 7 people. No crowd planned at airport.
Direct by car to Statler Hotel overnight. No activity planned in Hotel after arrival.

MON. 15th
8:45 A.M. Press meeting at room to be determined in Statler
(Martin has allowed a full hour for the press meeting)
9:15 Lv. Hotel by car to Ford Auditorium.
10:00 Coffee with Executive Comm. of 7 women colleges
10:30 Speak to assembly of 7 women colleges in Ford Auditorium
Expect remarks — plus Q. & A. (Don’t know format)
11:30 End of meeting at Ford Auditorium. Leave by car to Veterans Memorial Building (2-minute drive)
11:35 Arr. Veterans Memorial Bldg. to head table reception
12:15 Head table group goes in to luncheon which started at 12:00. Approx. 42 people at the head table;
1200 people expected at the luncheon.
1:00 Program at luncheon begins.
2:00 Program at luncheon ends — no details on plan for pgm,
but I think Martin is planning on a speech plus Q & A
2:00 Lv. Auditorium by car for return to Statler Hotel
2:15 Arr. Statler — to room
2:30 Meeting in private room at Statler with Dist. Chmn.
and leader from each of the 6 districts. (Want to take pictures with this group of approx. 12-15)
3:00
Meet County Chairman and Vice-Chairman; State Central Committee and legislators - group of 150 to 250 (Martin expects party pitch to this group)

3:30
General reception of party workers - by invitation only
Approximately 1,000 - in ballroom
Martin is planning an entry preceded by color guard; then singing of Star Spangled Banner; then presentation of certificates from Polish group and from a Negro group; and Hs greets group and then shakes hands for balance of time remaining

4:30
End reception - return to room

(NOTE: I would suggest this be revised to meet at 2:30 with both the first 2 groups; shake hands; take pictures; give brief pitch; ending at 3:00 and then go directly to general reception at 3:00. Cut program, start shaking hands immediately upon arrival; take presentations from Polish and Negro groups during a break in receiving line. This way we will have 1-1/2 hours to handle the crowd of 1,000)

6:30
Ld. Statler by ear for Masonic Temple

6:45
Arr. Masonic Temple - Head table reception

7:10
Head table group moves into dinner

8:00
Program begins - expecting Q. & A.
No time set for conclusion; as soon as program ends, leave by car to airport and take off for D. C.

SEPARATE SCHEDULE FOR PAT NIXON

Instead of leaving for Economic Club at 11:30 at the conclusion of Vice-President's part in program at 7 woman colleges group, Pat stays with this group for a luncheon at Ford Auditorium; then goes by car to Royal Oak for a large reception of all the Oakland County Republican Women's Clubs.

Reception will conclude at approx. 3:30, at which time she will return to Statler and re-join Vice-President for balance of day's program
CONTACTS

State Chairman - Larry Lindemar
National Committeeman - John Martin, Grand Rapids GL-61101
res. GL-61013

Wayne County Chairman - Norman Stockmeyer, WO-11168
res. PA-20840

Wayne County Exec. Secy. - John Williams, WO-17135 (County Hqtrs)

(John Martin has arranged over-all schedule and is in general
control. Norman Stockmeyer is the primary contact in Detroit
and John Williams is handling all details of the trip for Stock-
meyer and Martin)

7 womens college group - Mrs. Wilbur Brucker Jr.

Economic Club - Allen Crow

Wayne University - Noble Travis (PR - Edison Consolidated Gas)

GENERAL NOTES

Cars and drivers will be provided by Detroit-Edison - Walker, Sisler
in charge

7 womens college group is expecting remarks on the Russian trip by
the Vice-President...especially tieing in Pat and the
womens interest side of the thing.

Lindemar and Martin are planning to be at the Statler Hotel. They
have rooms there. They expect to escort the Vice-
President to his press conference in the morning and
to drive in the motorcade with him to all events on
the schedule.

The national committeewoman and State vice-chairman are planning to
ride with Pat when she is on an independent schedule
from the Vice-President's.

At the reception in Royal Oak, the receiving line will consist of
the national committeewoman, the State vice-chairman,
Mrs. Lindemar and Mrs. Martin in addition to Mrs. Nixon.
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<th>Room 1026, 28, 30, 32</th>
<th>Vice-President and Mrs. Nixon</th>
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<tr>
<td>Room 1034</td>
<td>S. S. - Sherwood and Golden</td>
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<td>Room 1036</td>
<td>Office</td>
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<td>Room 1038</td>
<td>Rose Mary Woods</td>
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<td>Room 1040</td>
<td>Don Hughes</td>
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<td>Room 1042</td>
<td>Herbert Klein</td>
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<td>Room 1044</td>
<td>Reserved</td>
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<td>Room 1031</td>
<td>Reserved</td>
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<td>Room 1029</td>
<td>Robert Finch</td>
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<td>Room 1027</td>
<td>Tom Forrester</td>
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<td>Room 1025</td>
<td>Bob Haldeman</td>
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<td>Room 1023</td>
<td>Reserved</td>
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<td>Auditorium D on</td>
<td>Press Room</td>
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<td>Banquet Floor</td>
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MILWAUKEE
February 6th

CONTACTS

S. S. - Paul Martineau, Broadway 28600 x 588; res. Sunset 68922
John Sokoll - night 20862

State Chairman - Claude Jasper (AL - 92505 - OFFICE)
                  (CH - 43446 - RES."
Asst. George Greely

Milw. City Chairman - Vince Mercurio, HQ Broadway 17296
Thelma Seely - sec'y.
Sam Hay, Orchard 1-2000 res.? (Milwaukee)

Motorcade - Murdoch Pryor

Hotel - Schroeder - Mgr. Louis Limecooley
         Asst. - Don Bauer

R. R. - Milwaukee Rd. - Pmgr. Serv. Agt. - C. F. Dahnke BROADWAY - 16120

X.R. - Milw. Chan - Tom Nelson

WISE-TV - Pat Barnes - Public Affairs - Division 23000

Exchange Club - Bob Cunningham
10:00 A.M.  Lw. Chicago Union Station - train 5 Milwaukee Road

11:15   Arrive R.R. Station - Milwaukee Road
         GREETING BY STATE & LOCAL REPUBLICAN OFFICIALS

11:30   Lw. R.R. Station by car for WISN-TV Station (PMT)
         (RN only - balance of party by car to Schroeder Hotel)

11:45   Arr, WISN-TV
         1/2 HOUR TAPE OF PANEL SHOW
         to be released Tues. nite at 8:30

12:30 P.M.  Lw. WISH-TV by car for Schroeder Hotel

12:40   Arrive Schroeder Hotel - directly to luncheon which is
         in progress.
         LUNCHEON - REP. PARTY OF WISCONSIN
         About 150 - State Exec. Comm., finance Comm.,
         dinner Comm., arrangements Comm., state legis-
         lators and candidates for delegate to convention
         expect REMARKS BY RN - party pitch (PICTURES?)

2:30    Lw. luncheon for RN suite

3:00    Lw. suite for press room
         20 MIN. PRESS MEETING

3:20    Return to suite - 1/2 HOUR MILW. JOURNAL COFFEE
         2 HOURS RESERVED FOR STAFF WORK

5:55    Lw. Suite for Jasper Suite - same floor
         PRIVATE RECEPTION - HEAD TABLE GROUP

6:30    Lw. Hotel by motorcade to Eagles Club

6:45    Arr. Eagles Club - to Ballroom
         LINCOLN DAY DINNER
         2500 guests - tickets $5.00

Dinner Program:
  6:45  Head table group seated - 14 at 1 table,
        12 at 2nd

  Anthem & presentation of colors
  Invocation
  Dinner
Dinner, (Cont.)

8:15 - Program begins - Jasper, MC
Brief entertainment

Introductions
6:30 - 6:45 (App.) RN ADDRESS

9:15 - End address

9:30  Lv. Eagles by motorcade for airport

10:00 Arr. Airport - takeoff
TO: Don Hughes
FROM: Bob Haldeman

RS: California trip

The following will provide some background information for several of the events on the California itinerary:

Sacramento: The dinner and ball which the Vice-President is to attend are sponsored by the Sacramento City-County Chamber of Commerce, Olympic Committee members, members of the foreign and domestic press corps, and representatives of the 33 teams will be honored at this meeting. Gov. and Mrs. Brown will be present. The Governor requested that the Vice-President and Mrs. Nixon be requested to participate. I have learned that members of the International Olympic Committee will not be able to attend, through prior commitments in Santa Barbara that day, but there will be one representative of the group at the dinner and the ball. The general group at the dinner will consist of the heads of missions, heads of the teams, a representative of the organizing committee; local Sacramento officials and the local press people ... a total group of only about 125-150.

The Snow Ball will open with a Grand March led by Gov. Brown. It is suggested that the Vice-President and Mrs. Nixon plan to stand in an honored guest box and view the grand March and then leave the ball after that. Later on in the evening, a Miss Winter Olympics of 1960 will be selected and crowned.

The political gathering at the Senator Hotel scheduled prior to the dinner will be a receiving line with invited guests - about 200-300; not a public meeting. There is a possibility that the second and third congressional district committees who we scratched in Marysville, may come into Sacramento, in which case the Vice-President could stop by a gathering of their group at 5:00, prior to going to the other reception at 5:30.

The State Legislators' breakfast in the morning will be at the Sutter Club, a stag affair; approximately 30 attending with McCarthy and Dahl co-hosting.

Fresno: The primary function here is the Diamond Jubilee Luncheon celebrating the 75th Anniversary of the City of Fresno. The celebration will run through the summer, climaxing on October 27. This luncheon is the kick-off for the period of celebration. It is planned to build some sort of a monument to commemorate the anniversary and the Golden Spike which the Vice-President will be given to present to Dick Atkins, president of the Jubilee Committee, will be used in this memorial.
This is strictly a Chamber of Commerce civic event as far as Fresno is concerned and is not political. They would appreciate remarks by the Vice-President along the line of the historic past of the City of Fresno and the way it relates to the great future for Fresno, the United States and the world.

At this point we don't have much dope on the Q. & A. session with the Mix-in-'60 people. This will be televised and I think it's important that a TV man be put in there. I don't think they're going to carry it live; it's a bad time on the air anyway but it will be filmed for later release. This one could be very effective if handled right and should be picked up by someone who knows how to handle it as soon as possible.

We are planning to reschedule Fresno a couple of days ahead of the event as well as the day before. The Vice-President should know that water is the primary problem in this area, and he will undoubtedly be questioned on this topic at this Q. & A. He can also expect some questions on the farm problem and agricultural situation.
Mr. Douglas Wheeler

Dear Doug:

I enjoyed receiving your letter of January 18. I have been keeping track of your activities...at least up through the end of last year, from reports your dad has given me.

I was glad to hear you are interested in attending the Republican Convention this summer and I can't at this time give you any specific information on a position that might be open in the Nixon group at the convention, but I wanted you to know that I will certainly keep your suggestion in mind and as we start getting the convention organization set up, I will see if there isn't a place where we could work you in.

I would suggest that you drop me a note the latter part of May if you have not heard from me prior to that time, but I assure you I will do the best I can to work something out for you.

Sincerely,

H. R. Haldeman

HRH:cf0
CALIFORNIA  FEB. 17-22

Tentative Schedule

Wed. - 17th

12:15 P.M.  Arr. San Francisco International Airport - UA 849 from D.C.  GREETING AT AIRPORT - Olympic officials and sizable crowd expected. Change planes - to Convair charter

12:45  Lw. San Francisco by charter to Sacramento

1:15  Arr. Sacramento Airport
GREETING AT AIRPORT - Olympic dinner and Chamber of Commerce officials plus Nixon Club and Republican party

1:35  Lw. Airport by motorcade for Senator Hotel - 7 rides

2:00  Arr. Hotel - to room - 30 MIN. RESERVED FOR R.N.

2:30  Lw. Room for press meeting in Hotel
PRESS MEETING - 1/2 hour

3:00  Return to room
2-1/2 HOURS RESERVED FOR R.N.

5:30  Lw. Room for reception in Hotel
NIXON IN '60 and REPUBLICAN PARTY RECEPTION (200-300) receiving line - invited guests - not public

6:30  Lw. reception for room - change to black tie?

7:00  Lw. Hotel by car for El Dorado Hotel - dinner & ball

7:10  Arr. cocktail party - in progress since 6:30
COCKTAIL RECEPTION

7:30 DINNER - (150) - heads of missions, heads of teams, organizing comm., local officials, key press

After dinner - to rooms at El Dorado

9:00  SHOWBALL - Drop by to watch Gov. Brown lead grandmarch

9:30 (App.)  Lw. Ball - return by car to Senator Hotel - OVERNIGHT AT SENATOR HOTEL
- 2 -
California Schedule, Feb. 17-22

Thurs. - 18th

7:45 or 8:00  Lv. room for breakfast at Sutter Club or Senator Hotel
8:00 - STATE LEGISLATOR'S BREAKFAST (App. 10)
       Co-hosts - McCarthy and Dahl (?)  
9:30    Lv. Breakfast by car to airport
9:55    Arr. Airport
10:00   Takeoff by charter Convair to Reno
10:30   Arr. Reno - change to helicopter (or cars)
11:00   Arr. Squaw Valley (12:00 if by car)
11:00   Dedication of Charles Elyth arena
11:30   Opening ceremonies
1:00    End ceremonies - tour Olympic grounds
5:00    To residence of Charles Theirut - overnite

Fri. - 19th

8:30 A.M. (or 9:30 if helicopter)  Lv. Squaw Valley by car to Reno
10:00   Arr. Reno airport - takeoff for Fresno
11:30   Arr. Fresno airport
       GREETING BY CIVIC OFFICIALS - plus sizeable crowd
11:45   Lv. Airport by car to Rainbow Ballroom
12:15   Arr. Rainbow Ballroom
       DIAMOND JUBILEE LUNCHEON (12:15)
       R. N. Speaks at 1:00
1:30    End speech
1:45    Lv. Ballroom by car for Californian Hotel
2:00  Arr. Californian  
Q. & A. - NIXON IN '60 CLUB of Southern San  
Joaquin Valley (250 app.)  
Panel of 4 - 6 to ask questions  

3:00  End Q. & A.  
3:15  Lv. by car for airport  
3:45  Arr. Airport - take off for Stockton  
4:15  Arr. Stockton airport -  
GREETING BY NIXON AND LOCAL OFFICIALS -  
sizeable crowd  
4:35  Lv. airport by car for Stockton Hotel  
5:00  Arr. Stockton Hotel - to ballroom  
MEETING - NIXON IN '60 and REPUBLICAN LEADERS (250)  
5:30  Lv. ballroom for rooms  
2 HOURS RESERVED FOR R.N.  
7:30  Lv. Hotel by car for Civic Auditorium  
7:35  Arr. Civic Auditorium  
STOCKTON "PORTS" BASEBALL DINNER  
6:30 Program starts  
Introductions  
Brief talks by sports personalities  
9:15 R.N. speaks  

9:45  End speech  
10:00  Lv. Auditorium by car for airport  
10:20  Arr. Airport - take-off for San Francisco  
11:20  Arr. San Francisco Airport - car to St. Francis Hotel  
12:00  Arr. St. Francis - overnite
California Schedule - Feb. 17-22

Sat. - 20th

9:00  Lv. suite for separate suite in St. Francis
      MEETING WITH 1ST DISTRICT COMMITTEE

9:30  Lv. meeting for ballroom
      GENERAL PARTY WORKERS COFFEE HOUR
      2-3 thousand - precinct workers, etc.
      co-host Nixon-60 and Party

11:30 Lv. Party meeting for room
       1 HOUR RESERVED FOR R.N.

12:30 Lv. roof for private dining room
       FINANCE LUNCHEON

2:30 End luncheon - return to room

2:45 Lv. Hotel by car for KGSD studio

3:00 Arr. Studio - film program with Weinberger

3:45 Lv. studio by car for St. Francis

4:00 Arr. St. Francis - re room
       2 HOURS RESERVED FOR R.N.

6:00 Lv. Hotel by car for Palace Hotel

6:10 Arr. Palace - to Presidential Suite
       PRIVATE COCKTAIL PARTY
       Alumni and top faculty people (50)

7:00 Lv. Presidential Suite - to Garden Court
       HARVARD-STANFORD DINNER (800 - 1000)

8:00 (app.) R.N. intro.,

Q. & A. FROM FLOOR

9:15 End Q. & A.

9:30 Lv. Hotel by car to airport

10:00 Arr. Airport - takeoff - commercial jet to D.C.
February 12, 1960

TO:  Charles Farrington
FROM: Bob Haldeman

Enclosed is check in the amount of $104.09 covering expenses for your California trip as covered in your letter dated February 9th.
February 12, 1960

TO: John Ehrlichman
FROM: Bob Haldeman

Enclosed is a check payable to you in the amount of $657.69 which covers the following:

Expenses to California and Milwaukee - $420.40
January 31st advance - $237.29

$657.69