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<td>16</td>
<td>03/01/1960</td>
<td>Letter</td>
<td>Letter from H.R. Haldeman to Chicago Daily News about newspaper copies. 1 pg. Duplicate not scanned.</td>
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<td>03/03/1960</td>
<td>Letter</td>
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<td>52</td>
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<td>03/07/1960</td>
<td>Letter</td>
<td>Letter from Bob Haldeman to L.W. Hall. Subject; Edward Gurnee Cumming. 2 pgs. Attached to previous.</td>
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<td>Memo</td>
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<td>16</td>
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<td>Memo</td>
<td>Tentative schedule for Nebraska trip on March 28, 1960. 1 pg. Attached to previous.</td>
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<td>Memo</td>
<td>Agenda for Advance Men's Instructions. 4 pgs. Attached to previous lists and letters.</td>
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<td>16</td>
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<td>Letter</td>
<td>Letter from Bob Haldeman to dean Borton. RE: Mohawk Tape Recorder. 1 pg. Attached to previous lists and letters.</td>
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<td>Letter</td>
<td>Letter from H.R. Haldeman to Marilyn Mathews. RE: Campaign contributions sent directly to vice-president. 1 pg.</td>
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<td>03/21/1960</td>
<td>Letter</td>
<td>Letter from H.R. Haldeman to P.M. Flanigan about donations transfers. 1 pg.</td>
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<td>Letter</td>
<td>Letter from H.R. Haldeman to J.R. Pat Gorman about contributions. Includes a list of donors. 2 pgs. Attached to previous.</td>
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Chicago Daily News
Back Copy Department
Chicago Illinois

AIRMAIL - SPECIAL

Gentlemen:

We would like to obtain one copy each of the January 27th and 28th papers of the Chicago Daily News which contained photos and/or articles on Vice-President Nixon's trip to Chicago.

Would you please mail these as soon as possible to the above address. Enclosed is 20¢ to cover the cost.

Sincerely,

M. R. Haldeman

Enclosure
Mrs. Del Smith
Latomah Corporation
18435 Susana Road
Compton, California

Dear Del:

Now that the sound and fury has died away I just wanted to express my appreciation for the wonderful job you did in getting a large and enthusiastic crowd at each of our key appearances in California on the trip a couple of weeks ago.

In case you didn’t see them, I thought you might be interested in the attached columns by Mary McCreary covering this trip. As you can see, your groups made quite an impression on her.

I still don’t know how much future activity is planned. At this point, we don’t have any scheduled trips other than a one-day swing into Nebraska this month. I will keep you posted, however, and as we get the general plan worked out, perhaps a little later we can discuss where best you should fit in.

Sincerely,

E. M. Haldeman

Frank: I would appreciate a run-down on the expenditure of the money we sent you and return of any remaining balance as soon as you are able to put it together.
Chicago American
Back Copy Department
Chicago, Illinois

AIRMAIL - SPECIAL

Gentlemen:

We would like to obtain one copy each of the January 27th and 28th papers of the Chicago American which contained photos and/or articles on the Vice-Presidential trip of Mr. Nixon.

Would you please mail these out as soon as possible to the above address.

Enclosed is 20¢ to cover the cost.

Sincerely,

B. N. Haldeman

Enclosure
P. O. Box 7398
Washington 4, D. C.
March 7, 1960

Chicago American
Book Copy Department
Chicago, Illinois

Gentlemen:

Reference is made to our March 1st letter in which we requested copies of the January 27 and 28 papers.

Today we received an envelope marked on the outside to contain the January 27th and 28th papers, but instead they were the February 27th and 28th issues.

Would you please see that we receive the correct issues as soon as possible.

Sincerely,

H. R. Haldeman
March 7, 1960

TO: L. W. Hall
FROM: Bob Haldeman

Subject: Edward Gurnee Cumming

After receiving your memorandum and attached resume regarding Ted Cumming, I gave him a call to discuss in general with him, his ideas on where he felt he might fit into the campaign organization.

As you probably know, he does not have any very well defined idea of what he might want to do but seems to feel he does want to get into politics in some way. He at first indicated that any activity he might be engaged in would have to be confined to the New York area because of limitations of his having to stay with his job. Later, however, he indicated that under the right situation, he might give up his job in order to go to work with us. In this circumstance, however, he said he would have to have a paid job on the staff since he could not afford to work as a volunteer on a full-time basis.

He indicated that one of his primary interests in politics would be in the field of public health, which of course would tie in with his medical training.

Because he had no specific ideas and because of course I was unable in a phone conversation to evaluate the possibilities for him in our setup I suggested that he make a point of having a chat with you when you were next up in Oyster Bay during which you and he might be able to clarify some of the areas in which he might be most interested.

As far as the Advance Man possibility is concerned, as you probably know, we are not hiring any advance men and that I'm looking for is some people who are so situated in business that they can take time off for 1 or 2 trips between now and the Convention and then would be available to us full-time after the convention to work through the duration of the intensive campaign. It would appear that Ed does not fit in this category. I also question whether his complete lack of political experience or any related experience in setting up organizations or meetings or working with committees or large groups of people would qualify him for an Advance Man assignment.

I was very much impressed with his general attitude and so on, and
feel there probably should be a place somewhere for him in a campaign organization where his services could be put to good use.

I will wait til I hear further from you before making any additional contact with Ted.
Mr. J. Malon Roach
C/o Edwards
245 W. 60th Street
Hialeah, Florida

Dear Mr. Roach:

Thank you very much for your recent letter and the copy of the song which you have written for Vice-President Nixon's campaign.

We liked the song very much and have put it in our active campaign files and we will give it every consideration as the campaign progresses. Should we decide to use this song during the next few months, we will be in contact with you.

In closing, may I express our appreciation for your interest and support of Vice-President Nixon.

Sincerely yours,

H. R. Haldeman

RRH:sofc
March 23, 1960

TO: Files - "Miscellaneous People"

FROM: H. R. H.

RE: Steve Leonard

I interviewed Steve Leonard on Tuesday, March 22nd. His address is 3701 Corey Place, N.W., Washington; Phone KE-70109.

He is interested in working in the campaign on a full-time basis; is available for a minimum salary or no salary at all if necessary. He was sent to us by Lee Nunn, administrative assistant to Senator Morton.

Leonard is an attorney and is currently practicing here in Washington although he doesn't have a very large practice at the present time. He was an administrative assistant or legislative assistant to Senator Caperhart for a short period of time. In some of his business dealings, he has run into some complications which have resulted in his being under indictment on several misdemeanor counts in New York. He expects that when and if his case goes to trial, he will be cleared, but at the present time his indictment is hanging over him.

He is interested in working in whatever capacity we feel he might be of help. He does not want to be a chief; but rather an Indian and says that he is perfectly willing to do anything that will help out in the effort.

I was not particularly impressed with him and don't see any particular place where we could use him, but he is available for free or for very little. It does seem that he is a relatively intelligent guy and would be willing to work so there may be a possibility for him later on.

"Misc. people"
March 23, 1960

TO: R. G. McCune
FROM: H. R. Haldeman

RE: Nixon For President Committee of Pennsylvania

Will you please send 3 of our large pictures of the Vice President - preferably color ones - to George Mooradian at the Nixon For President Committee of Pennsylvania. His address is 1420 Philadelphia National Bank Building, Philadelphia 2, Pennsylvania.

Thank you.
March 23, 1960

TO:  P. N. Flanigan

FROM:  H. R. Haldeman

RE: Wisconsin

I talked with Bob Sharples late yesterday afternoon on the phone. He informs me that things are looking very good in the Milwaukee area. He says that Drobac has done a terrific job in getting his group organized and has made great progress with the foreign language groups and newspapers.

Sharples has 7 committees in the organizational stage, each of which will have a phone committee group as an initial and primary project.

He says that Buzz Keene is having a big meeting of a very good group of young community leaders in the next day or two and that he, Sharples, is going to make a pitch for Nixon Volunteers at that meeting.

He is having a luncheon on Thursday at which they plan to set up the names of their committee which they will file with the Secretary of State and also map out their basic plans.

He says one problem he has run into in trying to line people up for work - especially telephone committees is that many people are already committed to work for one of the local candidates for Alderman or some such post and that they therefore can't commit themselves to the Nixon thing until after the primary. I suggested that he try to encourage those people who are doing telephone for the Alderman election, to, at the same time encourage the people they call to vote in the Republican primary and pass our argument along too. I don't see any reason why this wouldn't work out.

Apparently he got into a Practical Politics School that the Association of Commerce was conducting and made a big Nixon Volunteer pitch with this group. Sharples seems to be very encouraged by the progress made so far. My one concern with him would be that I'm afraid he is concentrating on organizing Nixon clubs instead of getting the vote out for the primary. Here again, I think it's worth having Bob Geffs do some checking up. Also, Sharples said he had not received the suggestions for additional activity beyond telephoning which we had outlined at the dinner the other night. It is my understanding you sent this material to Geffs and he was to send it on to the rest of the group so when you're talking to him, it might be a good idea to follow up on that again too.
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<th>S.S.</th>
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<td></td>
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<td>(r) GL 5448</td>
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<td>St. Chmn.</td>
<td>Charles Thone</td>
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<td>State HQ, 320 Cornhusker</td>
<td>HE 228146</td>
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<td>Founders Day Pres.</td>
<td>Harold Sutton</td>
<td>McCook 41</td>
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<td>Lincoln Arrgats. Chmn.</td>
<td>Dick Chapin</td>
<td>KFOR - HE 26606</td>
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<td>Monroe Usher</td>
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<td>GOP Exec. Secretary</td>
<td>Jack Schultz</td>
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<td>Mr. Hohnstedt, Asst. Mgr.</td>
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NEBRASKA - MARCH 26th
Tentative Schedule

March 26th

2:00 P.M. Arr. Lincoln Airport by U.A. Charter Convair

GREETING BY REPUBLICAN OFFICIALS

2:20 Lv. Airport by motorcade to Cornhusker Hotel

2:40 Arr. Cornhusker Hotel - direct to rooms

3:00 Lv. room for press room

PRESS MEETING - 30 MIN. (Not yet scheduled - suggestion only)

3:30 Return to rooms

2 HOURS RESERVED FOR STAFF WORK

5:30 Lv. rooms for public room in Hotel

RECEPTION - REPUBLICAN STATEWIDE LEADERS (600 - 800)
(Not yet scheduled - suggestion only)

6:30 Return to rooms

7:00 Lv. Hotel for University of Nebraska Coliseum

7:10 Arr. Coliseum

FOUNDERS DAY DINNER (3,000)

8:00 - Program begins - introductions, etc.

8:30 - ADDRESS BY R.N.
(Suggest Q & A from floor. There will be several thousand spectators in galleries in addition to 3,000 at dinner)

9:15 - End Q. & A.

9:30 Lv. Coliseum by motorcade to airport

9:55 Arr. Airport

10:00 Take off for D.C. Airport

[Signature: Nebraska]
March 17, 1960

TO: Robert Finch (2)
FROM: H. R. Haldeman
RE: Mark Forgette

At your suggestion I met with Mark Forgette from J. Walter Thompson Company, Chicago while I was in Chicago on Tuesday, March 15.

I had a fairly lengthy discussion with him regarding his experience in working with Harold Stassen in his campaign for the presidential nomination in 1948. I can, as a result of this conversation, make several corrections in my earlier memoranda.

Forgette was the Director of the Neighbors for Stassen movement and went to work for Harold Stassen in the latter part of 1946. He was hired to set up the Neighbors for Stassen Office in Minneapolis and he operated the Neighbors for Stassen movement from that office. He was with Stassen during the entire year 1947 and for the first half of 1948, up to the time of the Convention.

Another correction - in an earlier memorandum I referred to Stassen's former law partner as a man by the name of Welsh. It now turns out this name was wrong. It was Elmer Ryan who was the former law partner who worked on the Neighbors for Stassen movement.

According to Forgette, Elmer Ryan and Dan Gainey were the two primary Board of Director guys in the Neighbors operation and he worked very closely with them. Also involved, as I mentioned before, were Nate Crabtree and Abbott Washburn.

Forgette was very much interested in Stassen as a candidate and hence approached him in 1946 after getting out of the service regarding work on his campaign for the nomination. During the latter part of his service career he had served with Mark Clark and handled all of the General's personal correspondence...therefore he was considered by Stassen as an ideal man to set up and operate the Neighbors for Stassen, which was primarily a name-gathering and correspondence type of a setup.

Also associated with this group in the Neighbors for Stassen was a man by the name of Leif Gilstad. He was a former political writer in Minneapolis who would be now approximately 55-60 years old. He wrote many of the brochures and newsletters and other material that was prepared for the Stassen campaign. However, Forgette did most of the writing of the actual letters and basic correspondence to the members of the Neighbors for Stassen movement across the country.

Miss. Memo E.R.N. Staff
Gilstad later was a writer at B.B.D. & O. Advertising Agency and Forgette believes that he did some work for Dewey during the '48 campaign after Stassen was defeated at the Convention.

As Forgette describes it, the Neighbors for Stassen consisted primarily of an effort to accumulate as many names of people who believed in the Stassen candidacy as possible. These names were indexed in a card file which Forgette maintained and were used as a basis for a large number of mailings which were sent during 1947 and the first part of 1948. In addition to information, reprints of speeches, etc., these mailings consisted of various instructions to the recipients for particular action. That is - for instance - just prior to the Wisconsin primary, all of the people on the mailing list were asked to write to everyone that they knew in the State of Wisconsin urging them to support Stassen in the primary campaign. This was quite an effective effort, in Forgette's opinion, at least.

Forgette felt that the most effective approach that they used, and also the most effective means of gathering names, was the interest group idea - that is, the Doctors for Stassen, the Former FBI Men for Stassen, etc. He felt that this gave them the best sources of names and the names they got in this way were the most active in carrying out the various projects.

As far as Forgette personally is concerned, he says he was asked by Dewey or at least by the Dewey organization - to go to work for them after the convention in 1948 handling campaign correspondence with the understanding that when Dewey was elected he would be moved into the White House in some staff position. He felt however, that having spent almost two years in the political campaign arena, he would be wiser to get into private business and consequently declined the Dewey offer. He then went to work for J. Walter Thompson Company and has been with us since.

I did not get the impression that he was particularly interested in getting back into politics in any way. He said he had spent a little time and effort on the Eisenhower campaign in '52 and apparently none in '56. He did not express himself as being particularly pro-Nixon although I gave him the opportunity to do so as we were discussing various aspects of the current campaign. I was very much impressed with the man personally and feel quite sure he is extremely able and would be a very pleasant person to work with...but as I say...I did not have the feeling that he had any particular interest in getting back into politics.

If there is further information on some specific points that you need, please let me know.
AGENDA FOR ADVANCE MEN'S INSTRUCTIONS

Page 6 - Airport Arrival, replace item 3

If a crowd of any substantial size is expected at the Airport, you should arrange facilities for the Vice President to address the crowd. Unless there is a planned ceremony and activity and a guaranteed large crowd at the airport, the best arrangement is to have a soundtruck out of the way some place with a microphone on a long extension line. A hand mike is satisfactory. Do not have a platform or any obviously prepared arrangements for addressing the crowd. It is much better to let the Vice President speak informally, standing on a baggage truck or the hood of a car, using a hand mike. If the stop calls for a scheduled speech or acceptance of an award or other such ceremony at the airport, and you are sure there will be a big crowd, then it is o.k. to have the regular platform and a standup mike.

Page 4 - Item 15 - replace present paragraph

It is absolutely essential that you have a complete list of the names and addresses and activity of all the people who participated in any way in the Vice President's visit or the arrangements for same. This list should be available on arrival of the party, to be turned over to Miss Woods at that time.
It should include the drivers and donors of all the cars, all the committee
people handling any part of the arrangements, all the people participating
in the program and the directors and names of bands, the people who deliver
the invocation, sing the Star Spangled Banner, etc. In other words - every-
body who has any remote connection with the vent. Be sure the list gives
the full name, accurate address, and a sufficiently detailed description
of what they did so a proper thank-you letter can be prepared. Also,
instruct the local chairman to send the Washington office a follow-up list
after the event, with additional names to be included. This is extremely
important.

Page 16 - add paragraph 6
The local committee should assign a man familiar with press relations,
to handle working arrangements for the press; especially those in our traveling
party. It will be his responsibility to maintain contact with the press
secretary during the visit and to take care of any needs that may arise.
He should also check to be sure there are specifically reserved seats for
each of our traveling press people at every event. Also - that there is
ample provision for food for the traveling press and that the press work
room at the hotel is properly set up. It would usually be his responsibility
to check people in a press conference if one is scheduled.
During the initial advance, the advance man should systematically assemble names, brief biographical data, telephone numbers and addresses of all the important party, Nixon committee and other people in the area. This should be prepared in list form which can be used when making calls to these people in behalf of the Vice President at the time the party is in the area.

Page 11, insert section titled "Receptions"; prior to section entitled "Meeting"

1. Where a reception is scheduled prior to the principal event, the duration of the receiving line should not be over 45 minutes. At a normal rate of speed this means a total attendance of approximately 600 people.

2. Be impersonal receptions or receptions that don't include the full group attending a function or which are not part of the planned function itself, should be scheduled. This does not however, exclude meetings in the small rooms where he will go prior to entering the main event.

3. In some cases, the large reception may be scheduled as a principal event. Under such circumstances, the timing should be based on 800-1000 people per hour going through the receiving line. If at all possible, the receiving line should consist only of the Vice President and Mrs. Nixon. In no case should there be more than 2 additional people in the line. You can explain
to the local committee that there is no need to introduce the Vice President
to the individuals as they come through the receiving line. Our experience
has shown that a line consisting of only Mr. and Mrs. Nixon is by far
the most satisfactory.
Dear ______:

As I have already discussed briefly with you on the phone, we are planning to have a session in Washington on Saturday, April 2nd to go over the basic procedures and activities relating to Advance preparations for the Vice President's tours.

We will be gathering a group of men like yourself who have indicated an interest in this activity and from among them will be drawn the actual advance group for the campaign.

The basic session will take all day Saturday, starting at 9 o'clock in the morning and finishing up with dinner Saturday evening. If you can work it into your schedule, we would like very much to have you plan to get into Washington late Friday afternoon, so that we can all get together for an informal dinner Friday evening and get a chance which will give you a chance to meet the rest of the group before we get down to work on Saturday.

We will use the Alban Towers Hotel in Washington as our headquarters for this gathering and if you will let me know when you plan to arrive and when you plan to depart, I will make room reservations for you at the Alban Towers. The address is 3700 Massachusetts Avenue, N.W. The phone number is Woodley 6-6400. The Friday evening dinner will probably be at the Alban Towers, as well as the sessions on Saturday. Naturally, you are welcome to arrive early or stay beyond Saturday night if you have business or personal interests in Washington that you can combine on this trip.

I am enclosing a draft of some suggestions regarding advance arrangements for the Vice President's trips which it would be a good idea for you to read carefully prior to coming to the meeting. Our discussion will be focused on the material covered in this draft and if you go over it before you get here and jot down any questions or points of disagreement, it will help us in speeding the process in covering all the material on Saturday.
I am looking forward to hearing from you regarding your plans as soon as possible and to seeing you Friday evening, April 1st.

Best regards.

Sincerely,
March 17, 1960

TO: Dean Horton
FROM: Bob Haldeman
RE: Mohawk Tape Recorder

What happened to the gadget the Edison people were supposed to be having made for us that would enable us to plug the tape recorder into any sound system to record speeches?

Also, I think we should have the Edison guy either get our tape recorder fixed or replace it with one on which the lid fits a little more tightly. I'm concerned about the way ours is quite loose. You will recall that it was when we first got it.

Also, I find that I have a problem with the microphone in pulling the button over to the position where it locks on. I'm not sure whether it's me or the mike but I think this should be checked also.

I would like to know what the purpose is for the clip on the back of the microphone.

I would like to have the salesman show us the briefcase you can buy which this tape recorder fits in. I think maybe that is what I should use because it doesn't work out too well in my briefcase for taking on trips.
March 18, 1960

TO: Marilyn Mathews

FROM: H. R. Haldeman

RE: CAMPAIGN CONTRIBUTIONS SENT DIRECTLY TO VICE-PRESIDENT

Confirming our phone conversation of Thursday morning, it is my understanding that from now on, your acknowledgements from RN for campaign contributions will all state that the contribution is being turned over to "a volunteer organization set up in my behalf".

Our procedure will then be to route all contributions of $10.00 or less to the Dick Nixon Club and the Club will acknowledge the contribution to the donor together with a membership card. All contributions of over $10.00 will be deposited in the Nixon Volunteers account and an acknowledgment will be sent to the donor from Nixon Volunteers. We will continue this procedure until further notice.

cc: Bob Finch
    Pete Flanigan
March 21, 1960

TO: P. M. Planigan

FROM: H. R. Haldeman

I am transmitting to you herewith, a number of donations which have been received by the Vice President's Office for use in the forthcoming campaign.

As we had discussed earlier, all such donations in the amount of $10.00 or less have been transmitted to The Dick Nixon Club. The donations transmitted to you herewith are in amounts of over $10.00 and will require acknowledgements by Nixon Volunteers.

In addition to the checks themselves...or in some cases, cash...I am giving you the carbons of the letters from the Vice President which went out to each of the donors. These I would suggest you hold in your files.

The contributions transmitted herewith total $3,550 in checks plus $20 in cash.

I am also giving you two letters from would-be contributors which have both been acknowledged by the Vice President. You will note in his letter, he indicates that the recipient will be hearing from the Volunteer organization which has been set up on his behalf. I would suggest that you write each of these people telling them that the Vice President has forwarded their letter on to you and you would be most grateful to accept any contribution they see fit to make.
March 21, 1960

Mr. J. R. Pat Gorman
Chairman
The Dick Nixon Club
832 Shoreham Building
Washington 5, D. C.

Dear Pat:

I am forwarding on to you herewith, a number of contributions which have been received by the Vice President's Office for use in the forthcoming campaign. This includes checks totaling $29.00 plus $21.00 in currency. The names and addresses of the donors, together with the amount donated, is attached.

It is our understanding that you will acknowledge these contributions to the Dick Nixon Club and will transmit membership cards and other materials to the donors.

As additional contributions of this sort come into the Vice President's Office we will forward them on to you for similar action.

Sincerely,

H. R. Haldeman

HRH:cofo
Enclosure
<table>
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<td>1) Mr. Edwin F. Clark Sr. 1446 Oakwood, Pontiac 19, Michigan</td>
<td>$4.00</td>
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<td>2) Mr. Gabor Egsodi, Univ. of Kentucky P.O. Box 2558, Lexington, Ky.</td>
<td>10.00</td>
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<td>3) Lt. Col. Gilbert L. Southwell USAF Retired, Silver Palm Drive Route 1, Box 311, Homestead, Fla.</td>
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<td>4) Mr. Joe Bianco East Gary Drugs 4294 Central Ave., E. Gary, Ind.</td>
<td>1.00</td>
<td>X</td>
</tr>
<tr>
<td>5) Miss Dawn Marie Slawter 158 St. Paul's Road, Ardmore, Pa.</td>
<td>1.00</td>
<td>X</td>
</tr>
<tr>
<td>6) Mr. Arthur Murray Albiner 219 West 79th Street New York 24, New York</td>
<td>1.00</td>
<td>X</td>
</tr>
<tr>
<td>7) Mrs. Charles A. Lee 404 Virginia Ave., Harrisonburg, Virginia</td>
<td>5.00</td>
<td>X</td>
</tr>
<tr>
<td>8) Mr. Earl T. Strickler P. O. Box 33, Columbia, Pa.</td>
<td>10.00</td>
<td>X</td>
</tr>
<tr>
<td>9) Mr. H. N. McKie 3268 Third Avenue, San Diego 3, California</td>
<td>5.00</td>
<td>X</td>
</tr>
<tr>
<td>10) Gayle Heerling P. O. Box 3081, M.S.S. Tallahassee, Florida</td>
<td>2.00</td>
<td>X</td>
</tr>
<tr>
<td>11) Stuart Falk 116 Riverside Drive, N. Y. 24, N.Y.</td>
<td>1.00</td>
<td>X</td>
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Cash = $21.00
Check = 29.00