

**NR\_key\_name:** C7B7D7E757A29CB1852564FB004BB0B7  
**SendTo:** CN=Eileen Sullivan/O=ARRB  
**CopyTo:**  
**DisplayBlindCopyTo:**  
**BlindCopyTo:** CN=R ecord/O=ARRB  
**From:** CN=Tom Samoluk/O=ARRB  
**DisplayFromDomain:**  
**DisplayDate:** 08/22/1997  
**DisplayDate\_Time:** 9:55:30 AM  
**ComposedDate:** 08/22/1997  
**ComposedDate\_Time:** 9:46:44 AM  
**Subject:**

E-Per our conversation, here are the steps that are necessary to complete the donation of the Clay Shaw papers:1. The copies donated by Dave Snyder (in the Fedex box in Tracy's office, next to the safe) need to be FedExed back to him. (I have compared what he sent us and we now have all of the originals.2. I will draft and e-mail you a letter to Sawyer to accompany his copies that we are sending back to him.3. The journal/diary materials contained in Box 12 of the Shaw collection need to be copied for the donor, Jack Sawyer. I have flagged with yellow stickers exactly what needs to be copied in the box.4. When the copies are ready for Sawyer, I will draft a letter to accompany these journal/diary materials.5. We are still waiting for Sawyer to send one last calendar book from 1972.6. We need to get the deeds of gifts back from Sawyer and eventually complete the loop with the Archives.7. We need to discuss/decide if there is another press opportunity when the materials are sent to the Archives.If I left anything out or if you have any questions, please let me know.T

**Body:**  
**recstat:** Record  
**DeliveryPriority:** N  
**DeliveryReport:** B  
**ReturnReceipt:**  
**Categories:**