June 18, 1996

## HAND DELIVERED

Mr. Steve Tilley Chief JFK Assassination Collection NARA 8601 Adelphi Road College Park, MD 20740-6001

Dear Steve:

I am enclosing copies of two letters describing Secret Service materials that should be delivered to you. The first lists records created by a House Select Committee researcher, which we have forwarded to John Machado for review. The second letter describes documents designated assassination records at the Board's June 4, 1996 meeting. We have asked the Secret Service to deliver these materials--with RIFs--to you by September 13, 1996. Would you please let me know if you receive these records by mid- September?

On another matter, John Machado has indicated to us that he is preparing to transfer news conference transcripts for the November 21, 1963- November 26, 1963 period to you for inclusion in the JFK Collection. Would you please let me know when these transcripts are available to the public?

Thank you for keeping me informed.

Sincerely yours,

Joan Zimmerman Senior Analyst