

January 3, 1996

Mr. Richard Helms
4649 Garfield Street N.W.
Washington, D.C. 20007

Dear Mr. Helms:

The Assassination Records Review Board was created by the Assassination Records Collection Act of 1992, 44 U.S.C. § 2107, which mandates the identification, disclosure, and preservation of records related to the assassination of President John F. Kennedy. The Review Board has been tasked to review classified materials and to identify additional assassination records.

The purpose of this letter is to request an appointment with you. An open and forthcoming discussion could assist us in the identification of additional records and clarify the historical record. This meeting can be scheduled at a time acceptable to you in the near future. It could take place either in our office or, if you prefer, at another location.

I will try to call you within the next few days to set up a convenient time.

Thank you for your cooperation. We look forward to the opportunity of speaking with you.

Sincerely yours,

T. Jeremy Gunn
General Counsel and
Associate Director for Research and Analysis