

GENERAL SERVICES ADMINISTRATION
ROUTING SLIP

TO	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10
NAME/TITLE						CORRESPONDENCE SYMBOL					
1.											
2.											
3.											
4.											
5.											

TO	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10
NAME/TITLE						CORRESPONDENCE SYMBOL					
1.											
2.											
3.											
4.											
5.											

REMARKS
Marion Johnson is on A Leave but I discussed this with him on the telephone. He advised retention of the letters-hoping that we can avoid requests for the other documents that Weisberg is sure to ask for when he sees references to them. I agree. Attached is proposed draft.

- ALLOTMENT SYMBOL
- APPROVAL
- AS REQUESTED
- CONCURRENCE
- CORRECTION
- FILING
- FULL REPORT
- ANSWER OR ACKNOWLEDGE ON OR BEFORE
- PREPARE REPLY FOR THE SIGNATURE OF
- HANDLE DIRECT
- IMMEDIATE ACTION
- INITIALS
- NECESSARY ACTION
- NOTE AND RETURN
- PER OUR CONVERSATION
- PER TELEPHONE CONVERSATION
- READ AND DESTROY
- RECOMMENDATION
- SEE ME
- SIGNATURE
- YOUR COMMENT
- YOUR INFORMATION

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NOTE - NW I concur in NWFL's recommendation for the reason cited above. Mr. Weisberg would probably demand copies of other documents mentioned in the handwritten letter. GJP

FROM	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10
NAME/TITLE											
CORR. SYMBOL						BUILDING, ROOM, ETC.					
TELEPHONE						DATE					

FROM	CO	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10
NAME/TITLE											
CORR. SYMBOL						BUILDING, ROOM, ETC.					
TELEPHONE						DATE					