

INTER-OFFICE LETTERS ONLY

DATE December 4, 1962

TO Mr. N. S. Hibshman

FROM G. W. Bailey

SUBJECT Moving Committee

Confirming our telephone conversation, Mr. Fink, referring to me in my capacity as Chairman of the 1 East 79 Street Moving Committee, has asked me to request that you supply me with the following information:

- A. A list of names and occupations, by department, of personnel coming to 1 East 79 Street.
- B. A list of every piece of equipment not needed at 47 Street, from which we can pick equipment needed at 1 East 79 Street.
- C. A list of every piece of equipment now at 47 Street which will be retained there.

cc: D. G. Fink

B. 32. 347