

6/3
June 3, 1970

American Film Institute
1815 H Street, N. W.
Washington, D. C. 20006

Gentlemen:

This will confirm my phone reservations for two tickets for each of the following performances:

June 10	9:30 p. m.	The Stranger Lady from Shanghai.
June 11	9:30 p. m.	Othello Touch of Evil
June 15	8:30 p. m.	Wow Pas de Deux
June 18	6:00 p. m.	Canada Past: Drylanders City of Gold Days of Whisky Gap
June 18	8:30 p. m.	New Shorts from NFBC
June 20	6:30 p. m.	A Married Couple Railrodder

My membership No. is 0705. I enclose my check for \$15.00 and a self-addressed stamped envelope for your use in mailing the tickets to me.

Sincerely,

Clay T. Whitehead
Apt. D-1302
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

Enclosures

Friday 5/22/70

TW
Personal

10:10 Ambassador and Mrs. Washburn wanted you to know that you're most welcome to go to their home when you would like -- after work this evening or when you roll out of bed tomorrow or whenever you feel like it -- to relax, swim in the pool next door (which is heated), read, soak up the sun or whatever. And if you'd like to bring a date, that's fine.

They'd love to have you.

The pool owners will not be back until late Sunday.

Two Personal

May 5, 1970

American Film Institute
1815 H Street, N. W.
Washington, D. C. 20006

Gentlemen:

This will confirm my phone reservations for two tickets for each of the following performances:

May 12	9:00 p. m.	Trouble in Paradise The President Vanishes
May 13	8:30 p. m.	Cleopatra
May 14	9:00 p. m.	Desire Goin' to Town
May 16	9:00 p. m.	The Palm Beach Story The Lady Eve

My Membership No. is 0705. I enclose my check for \$10.00 and a self-addressed stamped envelope for your use in mailing the tickets to me.

Sincerely,

Clay T. Whitehead
Apt. D-1302
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

Enclosures

Tal Parsons

March 31, 1970

American Film Institute
1815 H Street, N. W.
Washington, D. C. 20006

Gentlemen:

This will confirm my phone reservations for two tickets
for each of the following performances:

April 7 8:30 p.m. Ikiru (Kurosawa)

April 13 6:00 p.m. New Faces

My Membership No. is 0705. I enclose my check for
\$5.00 and a self-addressed stamped envelope for your use
in mailing the tickets to me.

Clay T. Whitehead
Apt. D-1302
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

Enclosures

EDaughtrey

TW Personal

March 19, 1970

Shady Grove Music Fair
Box 1128
Rockville, Maryland 20850

Gentlemen:

In accordance with my phone call to you
this morning, we are enclosing
Dr. Clay T. Whitehead's check for \$11.00
for two tickets to the performance of
"The Front Page" on Wednesday, March 25.

He would appreciate your holding his tickets
at the box office and he will pick them up
the evening of the performance.

Thanks very much.

Sincerely,

Eva Daughtrey

Enclosure

TW Personal

March 18, 1970

MEMORANDUM FOR

MISS ROSE MARY WOODS

Attached is the up-to-date list of my staff and the priority ranking with respect to invitations, as you requested.

Clay T. Whitehead
Special Assistant
to the President

Attachment

CTWhitehead:ed

cc: Mr. Whitehead
Central Files

MR. WHITEHEAD'S OFFICE

WHITEHEAD, Clay T. (Mr.)
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

DAUGHTREY, Eva (Dr. & Mrs. Darien B.)
7600 Connecticut Avenue
Chevy Chase, Maryland 20015

MORTON, Judith D. (Miss)
4810 South 29th Street
Arlington, Virginia 22206

MEMORANDUM

Confidential

THE WHITE HOUSE

WASHINGTON

February 18, 1970

TO: Clay Whitehead

FROM: Rose Mary Woods *Rose Mary Woods*

RE: White House Invitations

As you know, we are trying to include a few members of the White House staff for each entertainment following a dinner or for an Evening at the White House.

In order to do this on a systematic basis and not leave anyone out, I would appreciate your bringing the attached list of your staff up-to-date, deleting those who are no longer at the White House and adding the name, whether or not married, and home address of those who have joined your staff.

Please also indicate the priority you would place on each individual -- that is, the order in which they should be considered for an invitation.

Thanks.

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

March 11, 1970

*Tom
Pound*
*Did not
attend*

MEMORANDUM FOR THE WHITE HOUSE STAFF

Each year as a salute to the National Cherry Blossom Festival, the U. S. Army presents a "Prelude to Taps." Its performance, modeled after the famous British Tattoos presented each year in London and at Edinburgh Castle, features pageantry, military skills and precision drills by members of The Old Guard together with music by the U. S. Army Band and Chorus.

The dates of the performances are March 30 - April 4 and April 6 - April 11. While tickets for this event are extremely scarce, a very limited number of tickets will be available for the White House Staff on a first come basis. If you are interested in attending please indicate the number of tickets you desire on the bottom of this memo and return to my office not later than March 21, 1970.

normal capacity of the... taken, please understand that there is this limitation and try to

*Eva: 2 tickets
Apr 6, 7*

[Signature]
GENERAL JAMES D. HUGHES

Alexander I. ...

Name:

Tom Whitehead

Office and Room Number:

Rm 110 EOB

Telephone:

2786

Tickets:

2

1st Choice

2nd Choice

Date:

April 6

April 7

*Inw
accepted
TW - Mly
3/5/70
3-45*

Thursday 3/5/70

11:50

Robert Brown's Office called to extend an invitation to you for refreshments and a "get acquainted" session of top Black appointees at the White House Mess today at 3:45. -- RSVP

accepted

Rosalee -- Ext. 2587

DS

Mr. Clay T. Whitehead

will please present this card, at

THE SOUTHWEST GATE

The White House

January 27, 1970

at ten o'clock

NOT TRANSFERABLE

*On the occasion of the visit of
The Right Honorable Harold Wilson
Prime Minister of Great Britain
and Mrs. Wilson*

Please send response to
The Social Secretary
The White House
at your earliest convenience



White Tie

The President, on
request, the pleasure of the company of
Mr. Whitehead
on Tuesday evening
January 27, 1970
at ten o'clock

Music

TW Personal

January 8, 1970

Gentlemen:

I would like to make reservations for myself and a guest for the following performances at the National Gallery of Art:

January 18 -- 8 p.m.	Stark Love
January 19 -- 8 p.m.	He Who Gets Slapped
January 20 -- 8:30 p.m.	Sunrise
January 24 -- 8 p.m.	Intolerance

I am enclosing my check for \$9.00 and would appreciate it if you would send the tickets to:

Dr. Clay T. Whitehead
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

My membership number is 0705.

Sincerely,

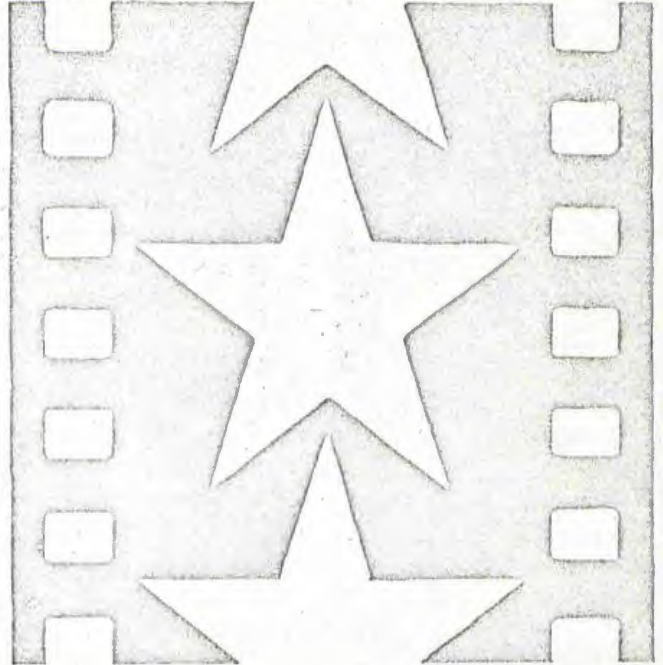
Clay T. Whitehead

Enclosure

The American Film Institute
1815 H Street, N. W.
Washington, D. C. 20006

TW - Personal

THE AMERICAN FILM INSTITUTE



An exciting new dimension in movie-going. Outstanding films from all countries and periods: classics, forgotten treasures, Washington firsts. See the classics of Hollywood in the 'twenties and adventurous new films from Europe. Choose from vintage Westerns, the riches of Japan, the glittering world of Paramount in the 'thirties, and the personal cinema of Orson Welles. Opening season runs one week each month, January through June, at the National Gallery of Art. Over 50 great films. A full year's membership costs \$5 if you join now. Students pay \$3. Individual admissions cost members \$1; guests \$1.50. Mail the coupon below or phone 347-5792 for further details.

To: The American Film Institute (Theatre Membership)
1815 H Street, N.W., Washington, D.C. 20006

Please enroll me as a member of the AFI Theatre.

- I enclose a check/money order for \$5 Bill me for \$5
- Charge to Montgomery Ward account no. _____
- I am a student at _____ college/school and enclose a check/money order for \$3.

Name: C. T. WHITEHEAD
Address: 2440 VIRGINIA AVE, NW WASH D.C. Zip: 20037

THEATRE

PAY TO THE ORDER OF Clayton Whitehead 9 Dec 1968 \$ 5.00
 CLAY T. WHITEHEAD
 2440 VIRGINIA AVE., N.W.
 WASHINGTON, D.C. 20037
 562
 90-1978
 1222
 DOLLARS
 CITY NATIONAL BANK
 SANTA MONICA OFFICE
 600 WILSHIRE BOULEVARD
 SANTA MONICA, CALIFORNIA
 @1:122221119781: 0071080 57811

Ted Personal

November 12, 1969

Shady Grove Music Fair
P. O. Box 1128
Rockville, Maryland 20850

Attention: Box Office

Gentlemen:

I called this afternoon and reserved three tickets for your performance on Thursday, November 20th, at 8 p.m. I am enclosing Mr. Whitehead's check for \$16.50 for the tickets. I am also enclosing an envelope, in which to mail his tickets to his apartment.

Sincerely,

Eva Daughtrey
Secretary to
Clay T. Whitehead

Enclosures

Wednesday 11/12/69

1:35 You have reservations for three at Shady Grove
for Thursday (11/20) for the 8 p.m. performance.
Your check should be for \$16.50 -- to

948-3400

Shady Grove Music Fair
P. O. Box 1128
Rockville, Maryland 20850

They can either hold your tickets at the box office
or will send them to you if you will send a stamped
self-addressed envelope.

ROBERT C. TYSON
71 BROADWAY
NEW YORK, N.Y. 10006

Social

5/5/71

6-8 pm.

May 6, 1971

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
1800 "G" Street
Washington, D.C. 20504

Dear Tom:

It was most considerate of you to have the reception in my honor last evening, and I thoroughly enjoyed meeting so many of the people who are engaged in the communications field.

The further I go along in my new assignment the more I am impressed with the caliber of these people.

I look forward to seeing you on Monday.

Sincerely,

Bob

Guest list for reception for Mr. Robert Tyson, May 5, 1971 - 6 to 8 p.m.

Allen, Ward
 Anderson, Howard
 Beirne, Joseph
 Burch, Dean
 Catucci, Henry
 Charyk, Joseph
 David, Edward
 Ewing, Samuel
 Flanigan, Horace
 Flanigan, Peter
 Fletcher, James
 Gancie, Joseph
 Guthrie, Robert
 Huffcut, Gordon
 Keith, Hastings
 Klocko, Richard
 Lynn, James
 Myers, Saul
 Oettinger, Malin
 Oliver, Benjamin
 Richardson, John
 Roback, Herbert
 Spence, Raymond
 Taylor, J. Francis
 Tuft, Leonard
 Wakelin, James
 Washburn, Abbott
 Wasilewski, Vincent
 Wiley, Richard
 Zapple, Nicholas

Buss, Leo
 Dean, Wilfrid
 Ehrlich, Marty
 Hinchman, Walter
 Jansky, Donald
 Lamb, Brian
 Mansur, George
 Raish, Leonard R.
 Scalia, Antonin
 Urbany, Frank
 Whitehead, Tom

List of people who declined the invitation to the reception for Mr. Tyson, May 5

Baker, Howard
Cannon, Robert
Crosland, Ed
Day, James
dePalma, Samuel
deRosa, Louis
Holifield, Chet
Kandoian, Armig
Lee, Robert
Low, George
Macdonald, Torbert
Macy, John
McConnell, Joseph
Nelson, Thomas
Pastore, John
Rein, Bertram
Shakespeare, Frank
Shapley, Willis
Shtogren, Gen. Anthony
Steed, Tom
Trezise, Philip

Day

Check List for Guest Invited to Reception for Robert Tyson, May 5

<u>Name</u>	<u>Accepted</u>	<u>Declined</u>
✓ <u>Allen, Ward</u>	5/5	5/5
✓ <u>Anderson, Howard</u>	4/28	
✓ <u>Baker, Howard</u>		5/5 <i>Page</i>
✓ <u>Beirne, Joseph</u>	4/29	
✓ <u>Burch, Dean</u>	4/27	
✓ <u>Cannon, Robert</u>		5/4
✓ <u>Catucci, Henry</u>	4/28	
✓ <u>Charyk, Joseph</u>	4/27	
✓ <u>Crosland, Ed</u>		4/29 <i>out of town at President conf.</i>
* <u>David, Edward</u>	4/30 <i>shd</i>	
* <u>dePalma, Samuel</u>		5/3
✓ <u>deRosa, Louis</u>		4/27
✓ <u>Ewing, Samuel</u>	4/27	
✓ <u>Flanigan, Peter</u> <i>at office</i>	5/3	
✓ <u>Fletcher, James</u> <i>in planning</i>	3/3	
✓ <u>Gancie, Joseph</u>	4/30	
✓ <u>Guthrie, Robert</u>	4/29	
✓ <u>Holifield, Chet</u>		4/29
✓ <u>Huffcut, Gordon</u>	5/4	
✓ <u>Kandoian, Armig</u>	- Richardson 5/5	5/3
✓ <u>Kitch, Hastings</u>	4/29 <i>appt but</i>	<i>will try to come by</i>
✓ <u>Klocko, Gen. Richard</u>	* 4/29	
✓ <u>Lee, Robert</u>		4/29 <i>committed to something else</i>
✓ <u>Low, George</u>		4/29
✓ <u>Lynn, James</u>	4/28	
✓ <u>Macdonald, Torbet</u>		5/3 <i>will try</i>
✓ <u>McConnell, Joseph</u>		4/30 <i>in N.Y.</i>
✓ <u>Macy, John</u>		4/27
✓ <u>Myers, Saul</u>	5/5	
* <u>Nelson, Thomas</u>		4/30 <i>in service</i>
* <u>Oliver, Benjamin</u>	4/27	
✓ <u>Pastore, John</u>		4/29
✓ <u>Rein, Bertram</u>		5/3
* <u>Roback, Herbert</u>	5/4	
✓ <u>Shakespeare, Frank</u>		4/28 <i>(in Calif)</i>
✓ <u>Shapley, Willis</u>		5/3
✓ <u>Shtogren, (Gen.) Anthony</u>		5/3
✓ <u>Spence, Raymond</u>	4/27	
✓ <u>Steed, Tom</u>		4/27
✓ <u>Taylor, J. Francis (Gen.)</u>	4/30	
✓ <u>Trezise, Philip</u>		5/5
✓ <u>Tuft, Leonard</u>	4/27	
✓ <u>Wakelin, James</u>		5/4
✓ <u>Washburn, Abbott</u>	4/30	
✓ <u>Wasilewski, Vincent</u>	5/4	
✓ <u>Wiley, Richard</u>	4/27	
- <u>Zapple, Nicholas</u>	4/28	
✓ <u>Day, James S.</u>		4/30
✓ <u>Oettinger, Mal</u>		

* New Klocko regy from Pacific Two. - last twenty or so names will confirm

Staff

Dean Yes 4/26
Mansur Yes 4/26
Raish Yes 4/26

Whitehead

Lamb

Doyle

Scalia

Hinchman yes
yes

~~Raish~~

Jansky yes 4/30

Buss ~~yes~~ no 4/30

Dr Threlkett

* Richardson, John yes

(in place of Dr Kenavon)

Oettinger, Mad yes

Day, James S. no

Mr. Ward Allen
Deputy Assistant Secretary
for International Organization Affairs
Room 6323 -
Department of State
Washington, D. C. 20520

Dear Ward:

Mr. Howard Anderson
President
Federal Communications Bar Assoc.
1710 H Street, N. W.
Washington, D. C. 20006

Dear Howard:

Mr. Joseph A. Beirne
President
Communications Workers of America
1925 K Street, N. W.
Washington, D. C. 20006

Dear Joe:

Honorable Dean Burch
Chairman
Federal Communications Commission
Washington, D. C. 20554

Dear Dean:

Honorable Robert H. Cannon, Jr.
Assistant Secretary for Systems
Development and Technology
Department of Transportation
Room 10414
400 Seventh Street, S. W.
Washington, D. C. 20591

Dear Mr. Cannon:

Mr. Henry G. Catucci
Vice President
Western Union International, Inc.
521 12th Street, N. W.
Washington, D. C. 20004

Dear Henry:

Mr. Joseph Charyk
President
Communications Satellite Corporation
950 L'Enfant Plaza, S. W.
20024

Dear Joe:

Honorable Edward E. David, Jr.
Director
Office of Science and Technology
Executive Office of the President
Washington, D. C. 20506

Dear Ed:

Honorable Samuel dePalma
Assistant Secretary-IO
Room 6323
Department of State
Washington, D. C. 20520

Dear Mr. dePalma:

Mr. Robert Guthrie
House Interstate and Foreign
Commerce Committee
Room 2125
Rayburn House Office Building
Washington, D. C. 20515

Dear Bob:

Mr. Louis A. deRosa
Assistant to the Secretary
of Defense (Telecommunications)
Room 3E160
The Pentagon
Washington, D. C. 20301

Dear Lou:

Mr. Gordon Huffcut
Foreign Affairs Officer
Office of Telecommunications
Room 5822
Department of State
Washington, D. C. 20520

Dear Gordon:

Mr. Samuel Ewing
Vice President, Washington
RCA
1725 K Street, N. W.
Washington, D. C. 20006

Dear Mr. Ewing:

Mr. Armig Kandoian
Director
Office of Telecommunications
Department of Commerce
Washington, D. C. 20230

Dear Armig:

Honorable James G. Fletcher
Administrator-Designate
NASA
400 Maryland Avenue, S. W.
Washington, D. C. 20546

Dear Dr. Fletcher:

Lt. Gen. Richard P. Klocko, USAF
Director
Defense Communications Agency
Eighth Street and South Courthouse Rd.
Arlington, Virginia 20305

Dear Dick:

Mr. Joseph J. Gancie
Vice President
ITT World Communications, Inc.
1707 L Street, N. W.
Washington, D. C. 20036

Dear Joe:

Honorable Robert E. Lee
Commissioner
Federal Communications Commission
Washington, D. C. 20554

Dear Bob:

Honorable George M. Low
Acting Administrator
NASA
400 Maryland Avenue, S. W.
Washington, D. C. 20546

Dear George:

Mr. Thomas Nelson
Director
Office of Telecommunications
Room 5824
Department of State
Washington, D. C. 20520

Dear Tom:

Honorable James T. Lynn
Acting Under Secretary
Department of Commerce
Room 5840
14th and Constitution Avenue, N. W.
Washington, D. C. 20230

Dear Jim:

Mr. Benjamin H. Oliver, Jr.
Vice President-Government Communication
American Telephone and Telegraph Co.
2055 L Street, N. W.
Washington, D. C. 20036

Dear Ben:

Mr. Joseph H. McConnell
Chairman
Communications Satellite Corporation
950 L'Enfant Plaza, S. W.
Washington, D. C. 20024

Dear Joe:

Honorable Bertram Rein
Deputy Assistant Secretary for
Transportation and Telecommunications
Bureau of Economic Affairs
Department of State
Washington, D. C. 20520

Dear Bert:

Mr. John W. Macy, Jr.
President
Corporation for Public Broadcasting
888 Sixteenth Street, N. W.
Washington, D. C. 20006

Dear John:

Mr. Herbert Roback
Military Operations Subcommittee
House of Representatives
Room B373
Rayburn House Office Building
Washington, D. C. 20515

Dear Herb:

Mr. Saul M. Myers
Federal Communications Commission
Room 706
1919 M Street, N. W.
Washington, D. C. 20554

Dear Whitey:

4

Honorable Frank Shakespeare, Jr.
Director
United States Information Agency
1750 Pennsylvania Avenue, N. W.
Washington, D. C. 20547

Dear Frank:

Mr. Willis Shapley
Associate Deputy
NASA
400 Maryland Avenue, S. W.
Washington, D. C. 20546

Dear Willis:

Major General Shtogren
Director for Communications-
Electronics (J6)
Organization of Joint Chiefs of Staff
Washington, D. C. 20301

Dear Tony:

Mr. Raymond Spence
Chief Engineer
Federal Communications Commission
1919 M Street, N. W.
Washington, D. C. 20554

Dear Ray:

Major General J. Francis Taylor, Jr., USAF, Ret.
President
Aeronautical Radio, Inc.
2551 Riva Road
Annapolis, Maryland 21401

Dear Jack:

Honorable Philip H. Trezise
Assistant Secretary
Department of State
Washington, D. C. 20520

Dear Phil:

Mr. L. W. Tuft
Vice President, Washington Office
RCA Global Communications, Inc.
1725 K Street, N. W.
Washington, D. C. 20006

Dear Len:

Honorable James H. Wakelin, Jr.
Assistant Secretary
for Science and Technology
Department of Commerce
Room 5840
14th and Constitution Avenue, N. W.
Washington, D. C. 20230

Dear Jim:

Honorable Abbott Washburn
Chairman
U. S. Delegation to the INTELSAT
Suite 1113
Department of State
Washington, D. C. 20520

Dear Ab:

Mr. Vincent T. Wasilewski
President
National Association of Broadcasters
1771 N Street, N. W.
Washington, D. C. 20036

Dear Vince:

Mr. Richard Wiley
General Counsel
Federal Communications Commission
1919 M Street, N. W.
Washington, D. C. 20554

Dear Dick:

Mr. Nicholas Zapple
Communications Counsel
Senate Committee on Commerce
Room 126-A
Old Senate Office Building
Washington, D. C. 20510

Dear Nick:

Wednesday 5/5/71

RECEPTION

5/5/71

6-8 p. m.

1:50 Will Dean advises Mr. Tyson will probably be finished with the briefings by 5:15 to 5:30.

Do you plan to have Mr. Tyson ride over to the Cosmos with you?

You will be coming back from the Hill (hopefully around that time).

Monday 5/3/71

5/5/71
6-8 p.m.

11:10 Dr. Kandoian advises he will be unable to attend the Tyson reception tomorrow night -- and asked if it would be proper to have Dr. Richardson represent him.

*advised Dr. Kandoian
it would be O.K.*

Friday 4/30/71

5:50

Marge called. Mr. Flanigan has a previous evening engagement for May 5, but will be able to drop by the Tyson reception for a little while. He is planning to bring his father, Horace Flanigan, with him.

ROBERT C. TYSON
71 BROADWAY
NEW YORK, N.Y. 10006

April 30, 1971

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
1800 "G" Street
Washington, D.C. 20504

Dear Tom:

I hope my trip to the airport last evening did not unduly inconvenience you. I told the driver if there were any problems I could get there on my own but he felt he had plenty of time. Our day was a full one but these sessions continue to be interesting and stimulating.

I look forward to seeing you at the Cosmos Club next Wednesday evening and appreciate your efforts in my behalf.

Will Dean has probably told you I was sworn in as a consultant yesterday, but the matter of the Ambassadorship still sits on someone's desk.

Kind regards.

Sincerely,

R.C.T.

COMMUNICATIONS SATELLITE CORPORATION

JOSEPH H. McCONNELL
Chairman of the Board

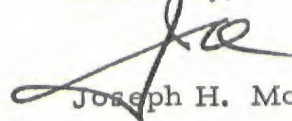
April 30, 1971

Dear Tom:

I certainly wish I could come to the reception for Bob Tyson, on May 5, but, unfortunately, I am going to have to be in New York all that week on labor negotiations for the aluminum industry. For that matter, I expect I'll have to be in New York most all month.

Please give Bob my best and tell him how sorry I am not to be there.

Sincerely,



Joseph H. McConnell

Dr. Clay T. Whitehead
Executive Office of the President
Office of Telecommunications Policy
Washington, D. C. 20504

April 30, 1971

Mr. Robert Tyson
Chairman, U. S. Delegation
ITU Conference on Space Telecommunications
State Department
Washington, D. C.

Dear Bob:

I wish I could come to Tom Whitehead's reception for you on the 5th of May, but, unfortunately, I will be in labor in New York all that week. I hope, though, I will get to see you sometime during the month.

Sincerely,

cc - Mr. C. T. Whitehead

April 29, 1971

Mr. Robert C. Tyson
Chairman-Designate
U.S. Delegation
World Administrative Radio
Conference
Washington, D.C.

Dear Bob:

As you know, I am giving a small reception in your honor on Wednesday, May 5th from 6 to 8 p.m. at the Cosmos Club, in the "Old Members' Dining Room."

Unfortunately, the Cosmos Club has restrictions on the use of some of its facilities by women, so I regret that we will therefore miss the pleasure of having your wife with us.

I will meet you at the Cosmos Club at 6 on the 5th and look forward to seeing you then.

Sincerely,

Clay T. Whitehead

TC - Ind accepted
5/5
6-8 pm

Wednesday 4/28/71

RECEPTION
5/5/71
6:00 - 8:00 p. m.

9:15

Brian Lamb advises Mal Oettinger will be attending the reception for Robert Tyson on May 5, 1971.

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Date: April 27, 1971

Subject: Tyson Reception

To: Mr. Whitehead

Dear Bob,

As you know, I am giving a small reception in your honor on Wednesday, May 5th from 6 to 8 pm at the Cosmos Club, in the "Old Members" Dining Room."

Unfortunately, the Cosmos Club has restrictions on the use of some of its facilities by women, so I regret that we will therefore miss the pleasure of having your wife with us.

I will meet you at the Cosmos Club at 6 on the fifth, and look forward to seeing you then.

54

Sincerely,

Linda

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

DIRECTOR

April 26, 1971

Honorable James G. Fletcher
Administrator-Designate
National Aeronautics and Space Administration
400 Maryland Avenue, S. W.
Washington, D. C. 20546

Dear Dr. Fletcher:

I am having a small reception for Robert Tyson at the Cosmos Club (Old Members' Dining Room) from 6-8 p.m. on Wednesday, May 5, 1971. I hope you will be able to join us and say "Hello" to Mr. Tyson, who is the Chairman-designate of the U. S. Delegation to the ITU Conference on Space Telecommunications, scheduled in Geneva in June.

I would appreciate it if you would contact Mrs. Daughtrey (395-5800) and let her know whether or not you can join us.

Sincerely,



Clay T. Whitehead

cc: Mr. Whitehead
Dr. Mansur
Mr. Dean
Mr. Scalia
Mr. Hinchman
Mr. Lamb
Mrs. Smith

SEDoyle/LSmith:jm

Guest List for Reception for Robert Tyson, May 5, 1971, 6-8 p.m.

Department of State

Abbott Washburn
Philip Trezise
Bert Rein
Gordon Huffcutt
Ward Allen
Samuel dePalma

Thomas Nelson

Department of Defense

Louis deRosa
Lt. Gen. Richard Klocko
Maj. Gen. Anthony Shtogren

Department of Commerce

Jim Lynn
Jim Wakelin
Armig Kandoian

Department of Transportation

Robert H. Cannon, Jr.

Federal Communications Commission

Dean Burch
Robert E. Lee
Richard Wiley
Saul Myers

Congressional

Senator Pastore
Nick Zapple
Cong. Holifield
Herb Roback
Bob Guthrie

Senator Baker
Senator Keith
Cong. Macdonald
Cong. Steed

Industry

Joe McConnell
John Macy
J. Francis Taylor, Inc.
Joe Charyk
Henry Catucci
Joseph Gancie

Vincent Wasilewski
Howard Anderson
Ben Oliver
Sam Ewing
Leonard Tuft
Ed Crosland

NASA

Willis Shapley
George Low
James Fletcher

Other

Peter Flanigan
Ed David
Frank Shakespeare
Ray Spence
Joe Beirne

OTP

Will Dean
George Mansur
Tom Whitehead
Nino Scalia
Walt Hinchman
Brian Lamb
Marty Ehrlich
Bob Raish
Steve Doyle

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

Steve —
Has anyone
checked
May 4 with
Tyson?

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Ted - Jones Assn
5/4/71
6-8

Date: April 21, 1971

Subject: Reception for Mr. Tyson - invitation draft

To: Mr. Whitehead

April 21, 1971

Mr. John Jones
Jones Street
Washington, D.C.

Dear Mr. Jones,

I would like to invite you to attend a Reception in honor of Mr. Robert C. Tyson, Chairman of the United States delegation to the World Administrative Radio Conference for Space Telecommunications.

The reception will be held Tuesday, May 4th, at the Cosmos Club, 2121 Massachusetts Avenue, NW from 6 to 8 pm, in the Old Members Dining Room. I do hope you will be able to come, and that you will let my secretary, Eva Daughtery, (395-5800) know your plans.

I look forward to seeing you.

Sincerely,

I am having a small reception for ~~Robert Tyson~~ Robert Tyson at the Cosmos Club (Old Members Dining Room) from 6-8 pm on Tuesday, May 4, 1971. I hope you will be able to join us and say hello to Mr. Tyson, who is the Chairman-designate of the US Delegation to the forthcoming ITU conference on Space Telecommunication ^{scheduled} in Geneva in June. I would appreciate it if you would contact Mrs. Daughtery (395-5800) and let her know whether or not you can join us.

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

Tentative guest list for Mr. Tyson reception, May 4, 1971

Department of State

Abbott Washburn
Philip Trezise
Burt Rein
Gordon Huffcutt
Ward Allen (Deputy to de Palma)
Samuel de Palma (ass't sec for international organizations)

Department of Defense

Lewis De Rosa
Lt. General Klocko
Major General Shtogren

Department of Commerce

Jim Lynn
Jim Wakelin
Armig Kandoian

Department of Transportation

Mr. Cannon

Federal Communications Commission

Dean Burch
Robert E. Lee
Dick Wiley
Sol Meyer :(chief engineer)

Congress

Senator Pastore
Nick Zapple
Congressman Holifield
Herb Roback
Congressman McDonell
Congressman Stead
Chief Counsel, House Interstate and Foreign Commerce Committee
Bob Guthrie " Subcomm on Communications

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

Tentative guest list for Tyson party, page 2

Industry

Joe McConnell
John Macy
J. Francis Taylor Jr.
Vincent Wasilewski
Howard Anderson
Ben Oliver
Joe Chayrk
Sam Erving

Crossland

Ed Crossland
Henry Catucci (VP Western Union Int'l)
Leonard Tuft (VP RCA Globcom)
Joseph Gancie (VP ITT Worldcom)

NASA

Shapely
Lowe

Other

Ed David
~~General-Lincoln~~
Frank Shakespeare
Ray Spence
Sol Meyer
Tom Nelson

Joe Byrne (Communication Workers of
America)
Howard Baker
Hastings Keith

OTP

Will Dean .
George Mansur .
Mr. Whitehead .
Nino Scalia .
Walt Hinchman .
Brian Lamb .

Friday 4/9/71

4/27
5/4

4:25 STEVE:

Tom would like to consider having a small reception for Mr. Tyson on either the 15th or the 29th -- or on May 5th (one of the dates when he's in town -- preferably early.

Would want to invite some industry people who are involved in this conference.

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

6

Tentative guest list for Mr. Tyson reception, May 4, 1971

Department of State

Abbott Washburn
Philip Trezise
Burt Rein
Gordon Huffcutt
Ward Allen (Deputy to de Palma)
Samuel de Palma (ass't sec for international organizations)

Department of Defense

Lewis De Rosa
Lt. General Klocko
Major General Shtogren
Tom Nelson

W.H.
J. H. H.

Department of Commerce

Jim Lynn
Jim Wakelin
Armig Kandoian

Department of Transportation

Mr. Cannon

Federal Communications Commission

Dean Burch
Robert E. Lee
Dick Wiley
Sol Meyer :(chief engineer)
Congress

Senator Pastore
- Nick Zapple *clerk*
Congressman Holifield
Herb Roback *Tombert H. McDonald*
Congressman McDonnell
Congressman Stead *Tom Stead*

H. Baker
H. Keith

Chief Counsel, House Interstate and Foreign Commerce Committee
Bob Guthrie " *Subcomm on Communications*

OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON

Tentative guest list for Tyson party, page 2

Industry

Joe McConnell
John Macy
J. Francis Taylor Jr.
Vincent Wasilewski
Howard Anderson
Ben Oliver
Joe Chayrk
Sam Erving

Crossland

~~Ed Crossland~~
Henry Catucci (VP Western Union Int'l)
Leonard Tuft (VP RCA Globcom)
Joseph Gancie (VP ITT Worldcom)

NASA

Shapely
Lowe

James H. Baker

Other

Ed David
~~General Lincoln~~
Frank Shakespeare
Ray Spence
~~Sel Meyer~~
~~Tom Nelson~~

Byrne

Joe Byrne (Communication Workers of
America)
Howard Baker
Hastings Keith

OTP

Will Dean .
George Mansur .
Mr. Whitehead .
Nino Scalia .
Walt Hinchman .
Brian Lamb .

W. E. DeLick
Rain
Doyle

DRAFT LETTER FOR TYSON RECEPTION.

I am having a small reception for Robert Tyson at the Cosmos Club
(Old Members' Dining Room) from 6-8 p. m. on ~~Tuesday~~ ^{Wednesday}, May 5th, 1971.

I hope you will be able to join us and say "Hello" to Mr. Tyson, who is
the Chairman-designate of the U. S. De^{lega}tion to the ~~forthcoming~~
ITU Conference on Space Telecommunications, scheduled in Geneva in
June. I would appreciate it if you would contact Mrs. Daughtrey
(395-5800) and let her know whether or not you can join us.

Sincerely,

CTW

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Date: April 21, 1971

Subject: Reception for Mr. Tyson - invitation draft

To: Mr. Whitehead

April 21, 1971

Mr. John Jones
Jones Street
Washington, D.C.

Dear Mr. Jones,

you are cordially invited
~~I would like to invite you~~ to attend a Reception in honor
of Mr. Robert C. Tyson, Chairman of the United States
Delegation to the World Administrative Radio Conference
for Space Telecommunications.

The reception will be held Tuesday, May 4th, at the
Cosmos Club, 2121 Massachusetts Avenue, NW, from 6⁰⁰ to
8⁰⁰ pm, in the Old Members' Dining Room. I do hope you
will be able to come, and that you will let my
secretary, Eva Daughtery, (395-5800) know your plans.

I look forward to seeing you.

Sincerely,

6-8 p.m.

Tuesday 4/27/71

TW-Inf. Accepted

5/5/71

6-8 p. m.

9:15 We have called Bud Day's office to extend the invitation to the reception for Robert Tyson on Wednesday, May 5th.

His secretary advises he will be in Kentucky that morning and returning to Warsaw in the afternoon so he may be able to attend.

Thought you would still want to send him a letter (see attached).

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

DIRECTOR

4/27/71

Mr. James S. Day
President
Tidewater Telephone Company
8 Main Street
Warsaw, Virginia 22572

Dear Bud:

I am having a small reception for Robert Tyson at the Cosmos Club (Old Members' Dining Room) from 6-8 p.m. on Wednesday, May 5, 1971. I hope you will be able to join us and say "Hello" to Mr. Tyson, who is the Chairman-designate of the U. S. Delegation to the ITU Conference on Space Telecommunications, scheduled in Geneva in June.

I would appreciate it if you would contact Mrs. Daughtrey (395-5800) and let her know whether or not you can join us.

Sincerely,



Clay T. Whitehead

Thursday 4/22/71

Reception

~~5/4/71~~
5/5/71

1:50 We checked with Mr. Tyson. He will be attending meetings in Salt Lake City on the morning of May 4th, and does not think he could make it to D. C. for the reception at 6:00. If absolutely necessary, he could postpone the trip to Salt Lake City, but would rather not.

cc: Dr. Mansur
Will Dean
Nino Scalia
Walt Hinchman
Brian Lamb
Steve Doyle

Set for 5/5

Tw 2nd copy
5/5
6-8

Wednesday 4/21/71

4:55 If you could indicate whether or not you are on first-name terms with these people, we could have the letters typed for your signature on Monday.

Wednesday 4/21/71

4:30 The following are corrections to the list of addressees:

DOD: Louis deRosa

FCC: Saul Myers

Congress: Guthrie is Chief Counsel, House Interstate & Foreign Commerce
Committee

Industry: Sam Erving should be Samuel Ewing

Other: Joe Beirne (CWA)
Baker and Keith are Members of Congress

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Date: April 21, 1971

Subject: Reception for Mr. Tyson - invitation draft

To: Mr. Whitehead

April 21, 1971

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The reception will be held Tuesday, May 4th, at the Cosmos Club, 2121 Massachusetts Avenue, NW from 6 to 8 pm, in the Old Members Dining Room. I do hope you will be able to come, and that you will let my secretary, Eva Daughtery, (395-5800) know your plans.

I look forward to seeing you.

Sincerely,

Friday 4/16/71

MEETING
4/29/71

10:05 STEVE:

Tom had suggested three dates you might want to check out for a small reception for Mr. Tyson -- 4/15, 4/23, and 5/5.

In checking something else for him, I discovered he has made another date for April 29th -- so "scratch that one."

Friday 4/9/71

3/13
4/29
5/5

4:25 STEVE:

Tom would like to consider having a small reception for Mr. Tyson on either the 15th or the 29th -- or on May 5th (one of the dates when he's in town -- preferably early.

Would want to invite some industry people who are involved in this conference.

Restaurants for after-hallé dinner:

- * La Nicoise (till 10:30)
- * Le Steak (till 10:30 or 11:00)
- The Guards (food is terrible)
- La Fonda
- * Cantina D'Italia (special late
till 10:15 - after theater
order in kitchen supper)
10:30
- El Bodegon (kitchen close at 11)
- The Jockey Club (till 10:30)
- Arbaugis
- Roma (till 2am ^{dinner served})
- Court of the Mandarin
- Luigi's - Gusti's

I would, however, have you
check how late they serve at
whichever one you decide to go
to.

Monday

6/7/71

CTW -
Personal
Social

11:10 Checked with the Kennedy Center about the Tuesday night series 343-8893
of the American Ballet. -- Series 4.

September 21 and 28

December 21 and 28

April 4 and 11, 1972

CTW Personal

June 7, 1971

John F. Kennedy Center - ABT
726 Jackson Place, N. W.
Washington, D. C. 20566

Gentlemen:

In accordance with my phone call to you, we are enclosing Mr. Clay T. Whitehead's check for \$120 for two reservations for orchestra seats for the Series I performances of the American Ballet on Tuesday nights.

Mr. Whitehead's tickets can be mailed to his apartment as follows:

Mr. Clay T. Whitehead
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

I do hope we are in time to get good orchestra seats for him. Thanks so much.

Sincerely,

Eva A. Daughtrey
Confidential Assistant
to Clay T. Whitehead

Enclosure

~~For~~ It is my understanding that the Tuesday night Series I performances will be on September 21 and 28, December 21 and 28, and April 4 and 11, 1972.

Tuesday 6/1/71

10:10 Checked with the Kennedy Center about the Friday
night series of the American Ballet.

343-8893

There would be 6 ballets in Series 4 -- which is Friday night:

September 24 The series is \$60 and comes as a package.
October 1
December 24
December 31
April 7
April 14

The check should be made out to John F. Kennedy Center - ABT
726 Jackson Place, N. W.
Washington, D. C. 20566

Talked with David Tufts.

Tickets are given out on a first-come, first-served basis --
unable to reserve ahead of time -- until they get your check.

Eva - Tuesday eve.

T

Check with Kennedy Center re ballet tickets -- Mr. Whitehead 343-8893
wants the regular orchestra tickets -- for the Friday night series.
for the American Ballet -- He wants to be sure to get good seats
and will send in a check Tuesday (probably about \$60)

C

all 6 Series 4
Friday n

September 21

Oct 24

Dec. 24

Dec. 31

Apr 7

14

\$60

= ABT

David
Tufts

John P Kennedy

726 Jackson
Blk NW
y 6 20566

Tuesday 5/25/71

10:26 The American Ballet in NYC said the difference between the patrons orchestra seats and the orchestra seats is that when they receive the orders for tickets, the people who do contribute to the Ballet receive preferential treatment when they fill the order.

American Ballet in NYC:
(212) PL7-7035

TW-Personal

Friday 11/7/69

4:15 Called Miss Rogers in the Office of the Chief of the Music Division of the Library of Congress and advised that we had written a letter dated April 15, 1969, requesting that your name be put on the mailing list for the concerts.

(173) 374

Miss Rogers indicated she had not seen the letter but will add your name to the list immediately.

20037WHITE244
DR CLAY T WHITEHEAD
2440 VIRGINIA AVE NW
WASHINGTON DC 20037

AE

Tru Social

Thank you
for your
cooperation

Instructions

Please check appropriate boxes and return card.

- Is the name and address on the label correct? Yes No
If the answer is No, make the correction directly on the label (preferably in ink.)
Please write carefully.

- Check the events for which you want to be notified by mail (check as many as you wish).

- Opera Theatre Children's Programs
- Dance Senior Citizen Films
- Remove my name from your mailing list.
- Please enroll me as an introductory Friend and bill me for \$15.

FIRST CLASS
Permit No. 3327
New York, N.Y.

BUSINESS REPLY MAIL

No Postage Stamp Necessary if Mailed in the United States

Postage will be paid by—

CITY CENTER OF MUSIC AND DRAMA

130 West 56th Street

New York, N. Y. 10019

Please stick your address label on the back of this postcard. Return immediately.

W - Personal
Social

Wednesday 3/5/69

9:40 Checked with Miss Acker in Rose Mary Woods' office. The Worship Services are by invitation only and are limited to approximately 200 persons. Therefore, White House staff can't be invited to each service. There are a few W.H. people who attend -- this is arranged by Lucy Winchester. Miss Acker indicated that they will probably rotate the invitations and you will be called again.

Invitations include family so she's sure you could bring a friend.

Fiddler's Convention Coming

The 7th Annual Old Time Fiddler's Convention will be held Friday and Saturday, July 23-24, at New River Valley Fairgrounds, Dublin, Va., on Rt. 100 North.

About \$750 in cash prizes will be awarded in competition in bands, folk songs, mandolin, guitar, banjo, fiddle and dancing.

Admission will be \$1.50 and \$1, but free parking and camping is available on the grounds. The convention is sponsored by Pulaski Moose Lodge No. 2087.

TW Personal

October 1, 1971

MEMORANDUM FOR

Mr. Roger Johnson
The White House

SUBJECT: Tickets for the Kennedy Center

I talked with Gladys Hook this morning, and she suggested I write you to request tickets to the Kennedy Center for Mr. Clay T. Whitehead, Director of the Office of Telecommunications Policy, Executive Office of the President.

I know you must be swamped with requests for tickets, but Henry Cashen suggested that I get in touch with you to see if it might be possible for Mr. Whitehead to be included on the "ticket list."

Mr. Whitehead is particularly interested in ballet and opera - but frankly, I'm sure he'd enjoy any of the other programs just as much.

I appreciate whatever you can do to make it possible for Mr. Whitehead to receive whatever tickets you may have available. If there are any questions, or if there is any additional information needed, I'd be glad to help.

Linda K. Smith
Special Assistant
to the Director

cc: Mr. Whitehead
Mr. Lamb

FILE CC: DO CHRON
DO RECORDS

Eva (2) ✓
LKS (3)

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Social
4/30/71

OFFICE OF THE DIRECTOR

April 20, 1971

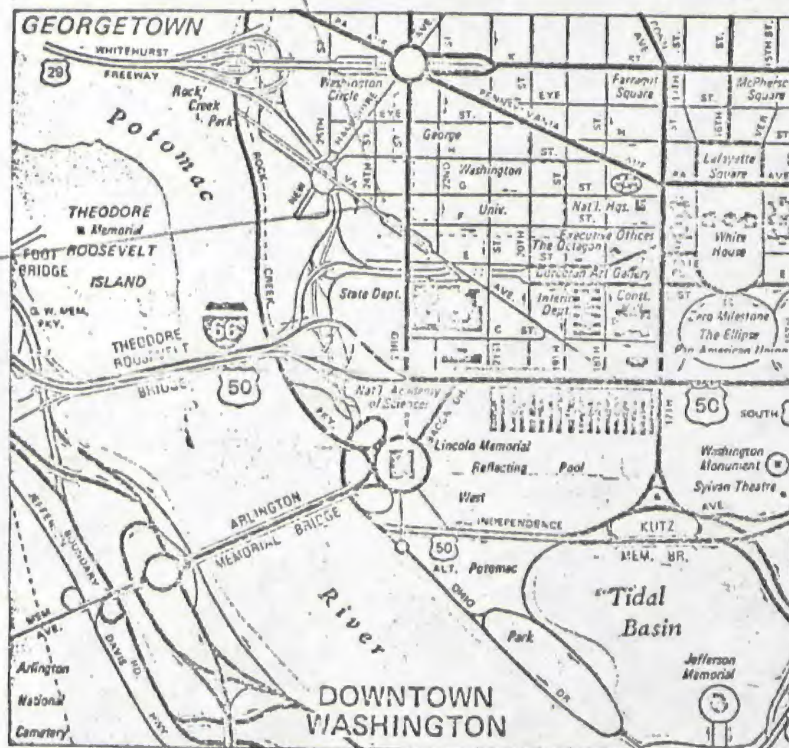
MEMORANDUM FOR OTP STAFF

In honor of (1) Spring, (2) a fine staff, and (3) a week-late National Secretary's Week tribute to Eva Daughtrey, the finest secretary in the U. S. Government, the Director is having a cocktail party from 6:00 to 8:00 on Friday, April 30. All staff, wives, and husbands are invited. The address: Apartment D-1302, 2440 Virginia Avenue, N. W.

RSVP Judy Morton (only) by April 21, 1971

Free Parking

Apt. D-1302
2440 Virginia Ave., N. W.



Dial "O" upon arriving at 2440 Va. Ave. and tell the receptionist you are for the Whitehead party and give her your name.

Guest list for reception in Clay T. Whitehead's apartment (Apt. D-1302,
2440 Virginia Ave., N. W.) from 6:00 - 8:00 p.m., Friday, April 30.


Babcock, Alma and Courtland
Brown, Donna and Horace
Buss, Elizabeth and Leo
Chern, Vicki
Christoff, Elaine
Cooke, Arthur
Daughtrey, Eva and Darien
Enslow, Dianne and Philip
Ford, Mina
Hall, David
Hall, Helen
Houston, Ada and John
Jansky, Mav and Donald
Johnston, Elizabeth and Harry
Joyce, Nancy and Charles
Kelley, John
Lamb, Brian
Lyons, Beatrice and William
McAllan, Lorraine
Morris, Ethel
Morton, Judith
Owen, Jo and Bruce
Raish, Angie and Leonard R.
Rendell, Mardi and Robert
Robinson, Kenneth
Roposh, Arlene
Thornell, Jack
Toms, Catherine and Russ
Urbany, Pat and Frank
Ward, Marian and Dale
White, Thelma M.
Wetzell, Sonya
Yourshaw, Helen

1 - Intros
4/30/64
6-8 pm

<u>Yes</u>	<u>No</u>	<u>Name</u>	<u>Guest(s)</u>
	X	Linda Smith	
	X	Michael McCrudden	
X		Donna Brown	Husband (Horace)
X		Capt. Raish	Wife (Angie)
X		Elaine Christoff	
X		Judy Morton	
	X	Steve Doyle	
X		Timmie White	
	X	George Mansur	
X		Dale Ward	Wife (Marian)
X		Mardi Rendell	Husband (Robert)
X		Bill Lyons	Wife (Beatrice)
X		Kathy Toms	Husband (Russ)
X		Bruce Owen	Wife (Jo)
	X	Larry Johnson	
X		Brian Lamb	Guest
X		Helen Hall	Guest - John Kelley
X		Charles Joyce	Wife (Nancy)
X		Ethel Morris	
X		Frank Urbany	Wife (Pat)
X		Arlene Roposh	
X		Lorraine McAllan	
X		Mina Ford	
	X	Will Dean	
X		Capt. Babcock	Alma (Wife)
X		Helen Yourshaw	
X		Dave Hall	
	X	Pat McNutt	
	X	Seb Lasher	
	X	Walt Hinchman	
	X	Coyt Belo	
X		Eva Daughtrey	Darian Daughtrey
X		Art Cooke	
X		Phil Enslow	Dianne
X		Leo Buss	Elizabeth
X		Don Jansky	Mav
X		Ada Houston	John
	X	Brenda Stone	
X		Betty Johnston	Harry
	X	Charles Culpepper	
X		Sonya Wetzel	
X		Jack Thornell	
X		Ken Robinson	
	X	Delores Chrisman	
	X	Lyman Hailey	

DATE	TICKET NO. OR DESCRIPTION	CHARGES	CREDITS	BALANCE
1971 April 30	Food and Equipment for 50 persons as per est.	134.00		
	EXTRAS:			
	1 Waiter	20.00		
	1 Pantry Girl	12.00		
	2 Bags Cube Ice	8.00		
	1½ Cases Mixerx	7.50		
	Cocktail Fruits	1.75		
	1 Gal. Orange Juice	4.00		
	½ Gal. Tomato Juice	2.00		
	1 Table 4X30	4.00		
	Sales T x	9.66		202.91
	<i>Liquor 65.00 - 12.00 % gal not used 53.00 net</i>			<u>53.00</u> 255.91

AVIGNONE FRERES
1777 COLUMBIA RD. N.W.
CO 5-7273 & CO 5-0333

PAY LAST AMOUNT IN THIS COLUMN 

Social

TW - Incomplete

5/13/71

CASTELL BRANZOLL
CHIUSA D'ISARCO
ALTO ADIGE, ITALY

June 8, 1971

Dear Tom:

Bunny and I are in agreement that one of the very best times we had in Washington was the dinner party with you and your friends at your apartment. The company was most delightful and stimulating, and the dinner was delicious. To Margaret must go chief credit for being the leader in the kitchen, but to you must go the credit for having put her skills to such enjoyable use for us. Thus to both of you we send most hearty thanks from both of us.

You must have been immensely pleased, as I was, to see the INTELSAT negotiations finally come to a successful end. For so long the outlook had not been promising, but thanks in large part to your good efforts the U.S. delegates did hold firm on the key issues and thus returned with a deal. The end only the problem of the amendments articles was troublesome, and I appreciated your willingness to hold fast on our position but I do think that moving to accept the present text was essential and in no real sense damaging to our interests.

After receiving them even before the final
session of the Conference, I managed to get
a few days of intensive work at my office,
and then Bunny and I took off for
this much needed holiday. The highlight
of our trip is our present visit with friends
Fran, Irene who have acquired a castle
in South Tyrol. Its origins go back to the
13th century, although recent restoration and
improvements make it a comfortable modern
home of much charm. This is a beautiful
area of Italy and one we had never explored
before. Not many Americans come here, but
it is a very popular resort area for Europeans
especially during the skiing season,
which extends even into this part of the
summer at the higher elevations.

I will miss the same meetings of the
Committee Board, but I plan to attend
again each month starting in July and
I hope I can see you when I return
to Washington for the meetings. I probably
will feel a void for not having the
INTER-SAT negotiations to be continued with
anyone, so if you should have another
assignment to suggest I would be most
pleased.

Very warmest regards from Bunny and
me. Our congratulations to the very favorable
write-up about you in Newsweek. Sincerely yours, Ted

Social

Thursday 5/13/71

DINNER
5/13/71
7:30 p.m.

4:30 Do the people need to be cleared to get into your apartment tonight?

Thursday 5/13/71

TW-Inv. Accepted
5/13/71
7:30 p. m.

11:00 We called Mrs. Buchen and she was extremely pleased that you would suggest having Coyt pick them up tonight; she suggested he pick them up at 7:25 at the entrance to the Watergate Hotel, 2650 Virginia Avenue.

965-2300

Told her that Coyt would be there to take them back to the Watergate also after the dinner.

She was most appreciative.

Review
5/13

May 11, 1971

To: Mr. Richard Wiley

From: Tom Whitehead

Attached is a map showing
where my apartment is.
We hope to see you at
7:30 p.m. on Thursday (5/13).

Thursday 5/6/71

TW-Inv. Accepted
5/13/71

11:50 Mr. Whitehead has tentatively scheduled a dinner engagement with Mr. and Mrs. Phil Buchen for Thursday (5/13).

C.T.W.
B...

June 30, 1970

Dear Mr. Flaxman:

Thank you for your letter of June 16. The idea I had expressed to Bill Duke was that an appropriate program for WETA-FM would be a relatively intellectual and comprehensive (but highly listenable) program on American folk music, its dimensions and its origins, would be very appropriate. The archives of the Smithsonian and the Library of Congress available here in Washington would make a unique addition to the commercial recordings available. This would be somewhat different from the program put on by Dick Cerri which is somewhat narrower and more popular in its orientation.

Since my sister and I have a fair appreciation of a fairly wide range of folk music, we were thinking of the possibility of putting together a show which would complement the folk music programs already available in the Washington area. However, my recent nomination as Director of the Office of Telecommunications Policy would probably make my participation in such a venture inappropriate. I do thank you for your interest, however, and would welcome the opportunity to talk to you informally at some point about this area if you decide that WETA's format should include something in that direction.

I know that, as a new station, you have many exciting opportunities, especially since you are noncommercial and are free to innovate. I wish you the best of luck.

Sincerely,

Clay T. Whitehead
Special Assistant to the President

Mr. Fred Flaxman
Director of Radio
WETA Television/26
2600 Fourth Street, N. W.
Washington, D. C. 20001

cc: Mr. Whitehead

CTWhitehead:jm

WETA TELEVISION/26

2600 Fourth Street, N.W.
Washington, D.C. 20001
387-1300

June 16, 1970

Dr. Clay T. Whitehead
Special Assistant to the President
The White House
Washington, D. C. 20500

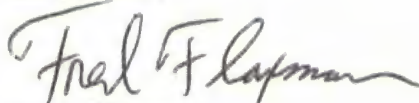
Dear Dr. Whitehead:

We were talking to Bill Duke of the Corporation for Public Broadcasting the other day about various matters, and he happened to mention your interest in bluegrass music. At virtually the same time, Dick Cerri, who does our folk music program on WETA-FM every Saturday and Sunday, from 6-8 P.M., mentioned to me that he plans to include bluegrass in his show. He also said something about doing a bluegrass special. So, I thought I would pass this information on to you. If you have any ideas or suggestions on the subject of bluegrass on radio, we would certainly appreciate hearing them.

I enclose some additional information on WETA-FM to give you a better idea of what we are doing, in case you have not had a chance to tune in. We are the Washington area's newest and most powerful stereo FM radio station. We went on the air on April 19, 1970. Like CHANNEL 26, our sister station, we are noncommercial.

Please let us know if we can be of any service to you.

Sincerely,



Fred Flaxman
Director of Radio

enclosures

WETA 26 TELEVISION NEWS

BACKGROUND INFORMATION ON WETA-FM STEREO (90.9)

May 1970

WETA-FM (90.9 MHz.) is the Washington Metropolitan Area's newest, noncommercial, stereo FM radio station. It began broadcast operations on April 19, 1970. It is licensed to the Greater Washington Educational Television Association, Inc. GWETA also owns and operates Washington's public television station, WETA/Channel 26.

The new radio station serves an average 90-mile radius from Washington with the most powerful signal in the area -- 75,000 watts -- and is on the air seven days a week from 6:00 in the morning until 1:00 at night. Its programming emphasizes stereo broadcasts of classical, jazz, and folk music, and on-the-scene coverage of public events.

WETA-FM also offers in-depth news reports and analysis, radio drama, and programs of particular interest to the area's large international community, ethnic groups, the blind, the elderly, and children. In the future, WETA-FM will combine with WETA-TV to offer simulcasts of music performances -- TV supplying the color picture and FM supplying the high fidelity stereo sound.

WETA-FM transmits from atop the WETA Broadcast Tower in Arlington, Va. Its signal covers an area of more than 6,500,000 inhabitants, including the District of Columbia, Maryland, Northern Virginia, and parts of West Virginia, Delaware, Pennsylvania, and New Jersey. WETA-TV transmits from a tower in Bethesda, Md.

Until more permanent facilities can be constructed, the studios of WETA-FM will be located in the transmitter building in Arlington. The offices are in an adjacent trailer loaned to the station by American Trailer Sales Co. of Alexandria, Va.

WETA 26 TELEVISION NEWS

WETA-FM GOES WHERE IT'S HAPPENING

WASHINGTON, D.C., June 8, 1970 -- In less than two months on the air, WETA-FM (90.9) has been establishing a reputation as the radio station to turn to for complete, live on-the-spot coverage of major public events as they happen. Its regular schedule has been put aside eight times since April 19 for on-the-scene broadcasts of everything from President Nixon's speeches on Cambodia to Governor Mandel's hearings on abortion.

On April 20, just one day after beginning broadcast operations, WETA-FM carried its first live special -- President Nixon's statement on U.S. actions in Cambodia. Two days later, WETA-FM carried the complete 5-hour D.C. Council hearing on narcotics testing. The Maryland abortion hearings, which lasted more than five hours, were carried the next day.

When the astronauts of the ill-fated Apollo 13 answered newsmen's questions at the National Press Club on April 30, WETA-FM's anchorman David Allen was there with his microphones. He was back at the Press Club for Secretary of the Interior Walter Hickel's address on May 21. Virtually the entire staff of WETA-FM (eight full-time and six part-time employees) worked on Saturday, May 9, to cover the demonstrations on the Ellipse. WETA-FM's coverage was carried by other noncommercial radio stations throughout the Northeastern United States and by the Canadian Broadcasting Corporation.

The station's most recent live coverage included President

- more -

Nixon's address to the nation Wednesday night, June 4, and the Rev. Jesse Jackson's commencement address at Howard University Friday, June 5.

What's next? Probably the British Parliamentary Elections on June 18, says Fred Flaxman, director of radio for WETA-FM. This live, trans-Atlantic coverage would be done in cooperation with the B.B.C. Also planned is coverage of the Independence Day manifestations at the Washington Monument on July 4. But the business of covering what's happening can't always be planned in advance, Flaxman points out, and WETA-FM wants to remain flexible to be where the action is.

What kind of audience reaction does this kind of service receive? So far, Flaxman says, only praise. This comment from a Washington, D.C. woman, enclosed with a check to the noncommercial station, is typical: "I am listening to the hearing on abortion in Maryland," she wrote, "something I couldn't do if your fine station didn't exist."

This is the kind of comment Flaxman relishes. "The whole purpose of this live coverage," he says, "is to unite the citizen with his government in action and to help make democracy work in a highly populated society." It's a goal that both conservatives and liberals would probably agree on.

- 30 -

6/8/70/131

CONTACT: Janet Swenson

FOR RELEASE: At Will

WETA-FM (90.9) RECEIVES CPB GRANT

The Corporation for Public Broadcasting (CPB) has awarded WETA-FM (90.9) a 1970 radio support grant of \$7,500, it was announced today by Fred Flaxman, Director of Radio for WETA. The funds will be used to pay part of the costs for a magazine-format program called "P.M.". The program combines classical, popular, jazz, folk music and show tunes with short interviews, features, tips for consumers, and previews of upcoming events. It is broadcast every afternoon, Monday through Friday, from 1 P.M. until 5 P.M.

The host for "P.M.", John Ferguson, is an Irishman with a unique personality and vocal manner, which has been described as "charming" and "sexy" by many of his housewife-listeners. Before coming to WETA, John worked with the BBC in England and RTE in Ireland, but his degree from University College, Dublin is an honors B.Sc. in physics, and he worked for six years as a research physicist before moving into broadcasting. One of John's main interests is the harmonica, which he takes very seriously when he's not kidding about it. He represented Ireland at the World Harmonica Championships in 1963, 1965 and 1967.

-MORE-

On the "P.M." program, John Ferguson's free-form potpourri of material comes from sources as widespread as Buchwald and Beethoven. Features include book and film reviews, household hints, interesting items from off-beat newspapers and magazines, and segments on law, business, economics, and the arts.

The Corporation for Public Broadcasting (CPB), established by Congress under the Public Broadcasting Act of 1967, is an independent, nonprofit body created to help develop radio and television through program and station support and establishment of interconnection systems.

June 2, 1970

*Confirmation
hearing*

Wednesday 7/15/70

5:30

Nancy called. She said you should go straight to the hearing tomorrow morning instead of going to Senator Dole's Office and he will meet you there about 10 or as soon as he can make it.

Tuesday 7/14/70

CONFIRMATIO
HEARING
7/16/70
10 a. m.

5:45 We have a White House car scheduled to pick you up at the ramp at 9:20 a. m. on Thursday (7/16) to take you to the New Senate Office Building.

I understand from Mr. Zapple's office that your hearing will be held in Room 5110 of the New SOB.

Tuesday 7/14/70

HEARINGS
7/16/70
10:00 a. m.

10:00 Checked with Mr. Zapple's office for the room number
for your confirmation hearing.

Confirmation hearing will be held before the
full Commerce Committee in Room 5110 New
Senate Office Building (Sen. Pastore, Chairman)

COMMERCE
(NSOB 5202 ext. 5115)

Warren G. Magnuson, Wash., chairman

John O. Pastore, R. I.	<i>Norris Cotton, N. H.</i>
Vance Hartke, Ind.	<i>Hugh Scott, Pa.</i>
Philip A. Hart, Mich.	<i>Winston L. Prouty, Vt.</i>
Howard W. Cannon, Nev.	<i>James B. Pearson, Kans.</i>
Russell B. Long, La.	<i>Robert P. Griffin, Mich.</i>
Frank E. Moss, Utah	<i>Howard H. Baker, Jr., Tenn.</i>
Ernest F. Hollings, S. C.	<i>Charles E. Goodell, N. Y.</i>
Daniel K. Inouye, Hawaii	<i>Marlow W. Cook, Ky.</i>
Joseph D. Tydings, Md.	
William B. Spong, Va.	

Subcommittee on Communications

Senator Pastore, chairman, and
Senators Hartke, Hart, Long, Moss, Cannon, *Scott, Griffin,*
Baker, Goodell

Subcommittee on Consumer

Senator Moss, chairman, and
Senators Hart, Pastore, Hartke, Inouye, Spong, *Pearson,*
Griffin, Goodell, Cotton, Cook

Tuesday 7/14/70

HEARING
7/16/70
10 a.m.

10:45 Shirlee called to say that Mr. Washburn is at home with a "bug" but is working at home. Had heard your confirmation hearing is coming up Thursday and ask that you call him if there's anything he can do.

Said to wish you well -- and the girls all do too.

Wednesday 7/8/70

MEETING
10:00 a. m.
7/16/70

11:00

Tom's confirmation hearing will be at 10:00 on Thursday, July 16.

BROADCASTING
July 13, 1970

Whitehead set for the Hill

The confirmation hearing on the nomination of Dr. Clay T. Whitehead, special assistant to the President, to be director of the Office of Telecommunication Policy (BROADCASTING, June 29 et seq.) will take place Thursday (July 16). The hearing will be held before the full Senate Commerce Committee with Senator John O. Pastore (D-R.I.), who is chairman of the committee's Communications Subcommittee, as chairman. As of late last week, only Dr. Whitehead was scheduled to appear.

United States Senate
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The Chairman and the Ranking Minority Member of the full committee are members *ex officio* of all subcommittees.

United States Senate
COMMITTEE ON COMMERCE

NINETY-FIRST CONGRESS—SECOND SESSION

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ROBERT P. GRIFFIN, Mich.
HOWARD H. BAKER, Jr., Tenn.
CHARLES E. COODELL, N.Y.
MARLOW W. COOK, Ky.

FREDERICK J. LORDAN, *Staff Director*

JANUARY 27, 1970

Thursday July 16, 1970

MEETING
7/16/70
12:00

3:00

Mr. Whitehead met with Charlie Joyce, Bill Plummer, Steve Doyle, and Will Dean to prepare material Sen. Pastore asked for at the hearing this morning.

Meeting
7/15/70
3:45 p. m.

Mr. Whitehead met with Congressman Joe Evins

Wednesday 7/15/70

MEETING
7/15/70
3:00 p.m.

11:25 You have an appointment with Senator Robert Dole
at 3 o'clock this afternoon -- Room 2327 New SOB.

We have a car to take you at 2:45 and they will pick you
up at 3:45 to bring you back.

Friday 7/10/70

MEETING
2:00 p. m.
7/13

12:15

Mr. Whitehead will meet with Karl Clessker, Legislative Assistant to Senator Vance Hartke, at 2:00 on Monday, July 13 -- Room 451, Old Senate Office Building.

225-4814
Miss Voorde

Tuesday 7/7/70

MEETING
7/8/70
1:00 p.m.

5:30 We have scheduled an appointment for you with
Congressman James Broyhill (North Carolina)
and Vince Monzel, his AA. They are in Rm. 436
of the Cannon Building.

225-2576

TO: Tom Whitehead

THE WHITE HOUSE
WASHINGTON

L.A.

JUN 25 1970

June 24, 1970

MEMORANDUM FOR Lamar Alexander

Congressman James Broyhill (North Carolina) and his Administrative Assistant, Vince Monzel, have indicated they would like to meet Tom Whitehead at some mutually convenient time. Broyhill has no problem with the appointment; he simply would like to meet Tom at some point.

Would you be able to coordinate this?



David H. Lissy

DHL:md

Tuesday 7/7/70

mtg
7/7
2:50

1:45 We have a call in to Pankopf.

If he calls while Tom is on the Hill, tell him that Tom is in Baker's office and that he has talked to Cotton and would like to talk to Pankopf. If he gets a chance, he will touch base and might stop by his office while there; otherwise Tom will call him back.

Saw Pankopf

at

2:50 pm

Monday 7/6/70

MEETING
7/7/70
2:00 - 4:00

10:40 Mr. Whitehead will see Sen. Howard Baker at
2 o'clock tomorrow -- probably be back around
4:00 p.m.

Monday 7/6/70

MEETING
7/6/70
2:15 p.m.

1:50 Senator Cotton's secretary called back to say the Senator could see you right away -- if you can come. He is in Room 4121 New Senate Office Building. We will have a car for you at the ramp in about 4 minutes; and a car at 2:45 at the Constitution Avenue side of the building to come back.

Monday 7/6/70

MEETING

L:30 I have contacted Senator Cotton's personal and appointments secretary -- Delores Drayer -- and explained that you would really appreciate an appointment to see the Senator as soon as possible -- that you would like to meet with him before meeting with any of the other members of the Committee.

Wednesday 7/1/70

MEETING
Wk. of
7/6/70

11:45

Mr. Pankopf's office called to say that he will not be able to set up an appointment this week for you to meet with Senator Cotton. However, next Monday will be the earliest he might have some indication for an appointment time. Betty Swenson, Pankopf's secretary, said she is quite sure Monday would be impossible for an appointment but they would possibly have a better feel by then.



May 4, 1972

Tom -

I thought you might be interested
in this concert.

As ever,

Charles K. McWhorter

Enclosure

NOTICE
- TELECOMMUNICATIONS
- CALLING IS
MAY 0 3 11 15

C. K. McWhorter
212 393-4459

RECEIVED

MAY 8 3 45 PM '72

OFFICE OF
TELECOMMUNICATIONS
POLICY

April 1972

Contact: Ken Fischer, Washington, D. C.

O: (202) 293-6440

H: (703) 941-5709

INTERLOCHEN COMES TO WASHINGTON!

From the world famous Interlochen, home of the National Music Camp in the summer and the Interlochen Arts Academy in the winter, the Arts Academy Symphony Orchestra will present a concert on Thursday, May 25, in the Concert Hall of the John F. Kennedy Center for the Performing Arts at 8:30 p.m. A. Clyde Roller, resident conductor of the Houston Symphony Orchestra, will serve as guest conductor. Concert pianist Gyorgy Sandor will be guest soloist. The announcement of the concert was made by the new president of Interlochen, Roger E. Jacobi.

The program for the concert will include Overture to "Russlan and Ludmila" (Glinka), Symphony No. 1, Op. 9 (Barber), Fantasia on a Theme of Thomas Tallis for Double String Quartet (Vaughan Williams), Firebird Suite (Stravinsky), and Piano Concerto No. 2 (Bartok) featuring Mr. Sandor.

Forms for advance ticket sales are available by calling 392-3895, 293-6440, 225-3511, or 893-9222 during working hours. Single tickets range from \$5.00 to \$1.00. GROUP RATES ARE AVAILABLE FOR GROUPS OF 25 OR MORE STUDENTS at \$2.00, \$1.50, and \$0.75. Group rates will not be available after May 10. Tickets will go on sale at the Concert Hall box office after May 10 (254-3776).

The Kennedy Center concert is being co-sponsored by the Michigan Congressional Delegation, Interlochen Alumni of Washington, and The University of Michigan Club of Washington.

Interlochen first became known as the home of the National Music Camp in 1928 when it was founded by Dr. Joseph E. Maddy who served as its president until his death in 1966. Interlochen started with a dream, a borrowed shoestring of \$15,000 and 115 boys and girls who wanted to spend summer playing music together. Since that first summer the Camp has served and guided thousands of young people from the United States and around the world. The Camp has grown from a rented facility to a fully-owned non-profit organization of 1400 acres with over 400 buildings. From an Orchestra Camp in 1928, the Camp now offers educational opportunities in all the arts -- dance, drama, music, and the visual arts. From 115 students, the Camp has grown to 2,500 students, 165 faculty and over 700 staff.

In 1962, Dr. Maddy founded his second "impossible dream" -- the Interlochen Arts Academy. Just as the National Music Camp grew out of the desire on the part of high school musicians to perform great musical literature, the Academy grew out of the desire of students and parents to extend the Interlochen philosophy to a full four-year college preparatory school where talented youngsters could have specialized study in the arts, and at the same time receive a superior academic education. The Interlochen goal is that young people with special talent in the arts should have the opportunity and encouragement to develop not only their artistic skills but also their intellectual insight, moral character and sense of community cooperation so important to a richer and fuller life.

On May 24, the Arts Academy Orchestra Orchestra will perform the same program at the Merriweather Post Pavilion in Columbia, Maryland. The concert is a benefit for Dag Hammarskjold College. For details on the Columbia concert call Juanita Norwood in Washington (389-3754).

JFK INTERLOCHEN CONCERT

c/o AAHE

ONE DUPONT CIRCLE

SUITE 780

WASHINGTON, D. C. 20036

Your Advance Ticket Order Form

INTERLOCHEN ARTS ACADEMY ORCHESTRA

JFK CENTER • MAY 25 • 8:30 P.M.



INTERLOCHEN, MICHIGAN

THE INTERLOCHEN ARTS ACADEMY ORCHESTRA

JOHN F. KENNEDY CENTER FOR THE PERFORMING ARTS
CONCERT HALL

THURSDAY, MAY 25, 1972 — 8:30 P.M.

A. CLYDE ROLLER, Guest Conductor
GYORGY SANDOR, Pianist

Program

GLINKA — Overture to "Russlan and Ludmila"
BARTOK — Piano Concerto No. 2
BARBER — Symphony No. 1, Op. 9
VAUGHAN WILLIAMS — Fantasia on a Theme of Thomas Tallis
for Double String Quartet
STRAVINSKY — Firebird Suite

ROGER E. JACOBI, President

HONORARY CONCERT CHAIRMEN

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THE HON. and MRS. PHILIP A. HART
THE HON. and MRS. GERALD R. FORD

FOR EXTRA FORMS — CALL 293-6440

PLEASE CHECK

- INTERLOCHEN ARTS ACADEMY ALUMNUS
- NATIONAL MUSIC CAMP ALUMNUS
- MEMBER, UNIVERSITY OF MICHIGAN CLUB OF WASHINGTON, D. C.

PLEASE SEND ME INFORMATION ON

- INTERLOCHEN ARTS ACADEMY
- NATIONAL MUSIC CAMP

Advance Ticket Order Form JFK INTERLOCHEN CONCERT

SINGLE TICKETS:

BOX SEATS	\$25.00
(\$15 tax deductible donation to Interlochen)	
FRONT ORCHESTRA	5.00
REAR ORCHESTRA	4.00
FIRST TIER	3.00
SECOND TIER	2.00
SIDES (Limited Vision)	1.00

GROUP RATES:

Available only to students in groups of 25 or more.
One accompanying adult for every five students eligible for group rate.

FIRST TIER	\$2.00
SECOND TIER	1.50
SIDES (Limited Vision)75

Advance Ticket Orders Must be Received by May 10
After May 10 — Call The Kennedy Center Box Office — 254-3776

Make Check payable to "JFK INTERLOCHEN CONCERT"

Enclosed is a check for (No.) Tickets at \$..... Total Amount \$.....

NAME

STREET APT.

CITY STATE ZIP

RES. PHONE BUS. PHONE

(GROUP) NAME OF SCHOOL OR ORGANIZATION

MAIL

- ADVANCE TICKET ORDER FORM (Detach)
- CHECK OR MONEY ORDER
- STAMPED, SELF-ADDRESSED ENVELOPE

BEFORE MAY 10

TO: JFK INTERLOCHEN CONCERT

c/o AAHE

ONE DUPONT CIRCLE

SUITE 780

WASHINGTON, D. C. 20036

TW - Personal
Social
1/20/69

January 24, 1969

Inaugural Ball Committee 1969
Pension Building
440 G Street, N. W.
Washington, D. C. 20025

Gentlemen:

I attended the Inaugural Ball 1969 but, because of an unexpected shortage in favors, we did not receive ours. I had two ladies as my guests.

I do not have the favor stubs of my Ball Tickets but am returning the request card for favors and would appreciate it if you could mail two ladies' favors to:

Mr. Clay T. Whitehead
2440 Virginia Avenue, N. W.
Washington, D. C. 20037

Thanks very much.

Sincerely,

Clay T. Whitehead
Staff Assistant
to the President

Enclosure

CTWhitehead:ed

Favors
received
5/6/69



*The Inaugural Committee
requests the honor of your presence
to attend and participate in the Inauguration of
Richard Milhous Nixon
as President of the United States of America
and
Spiro Theodore Agnew
as Vice President of the United States of America
on Monday the twentieth of January
one thousand nine hundred and sixty-nine
in the City of Washington*

*J. Willard Marriott
Chairman*



Special Orders

1969

Official Inaugural

Souvenirs

PLACE YOUR ORDER BY FILLING OUT THE APPROPRIATE FORMS
AND RETURN IN ENCLOSED ENVELOPE.

The Honorable J. Willard Marriott

Chairman, 1969 Inaugural Committee

The Pension Building

Washington, D.C. 20025

INAUGURAL ACTIVITIES

Calendar and Information

RECEPTION FOR DISTINGUISHED LADIES

Chairman, MRS. J. WILLARD MARRIOTT

Saturday, January 18 National Gallery of Art, 2 to 5 p.m.

By Special Invitation

YOUNG AMERICA'S INAUGURAL SALUTE

Co-Chairmen, JACK McDONALD and MRS. DONALD FANCHER

Saturday, January 18 Washington Hilton, 4 to 7 p.m.

By Special Invitation

THE INAUGURAL ALL AMERICAN GALA

Chairman, GENERAL EMMETT O'DONNELL, JR.

A Division of The United Citizens Committee

Saturday, January 18 National Guard Armory, 9 p.m.

\$10.00, \$25.00, \$50.00, \$75.00, \$100.00—Boxes Available

GOVERNORS' RECEPTION

Co-Chairmen, GENERAL GEORGE H. OLMSTED and ROBERT W. FLEMING

Sunday, January 19 Sheraton Park Hotel, 2 to 5 p.m.

By Special Invitation

RECEPTION HONORING THE VICE PRESIDENT-ELECT AND MRS. SPIRO T. AGNEW

Co-Chairmen, HONORABLE LOUISE GORE and CHARLES S. BRESLER

Sunday, January 19 Smithsonian Museum of History and
Technology, 5 to 8 p.m.

\$10.00—*By Special Invitation*

INAUGURAL CONCERT

Chairman, DR. S. DILLON RIPLEY, II

Sunday, January 19 Constitution Hall, 8:30 p.m.

\$5.00, \$7.50, \$10.00, \$15.00, \$25.00, \$35.00

Boxes (seating 5) \$500.00

OFFICIAL INAUGURAL CEREMONY

Monday, January 20 The Capitol, 11:30 a.m.

By Special Invitation

INAUGURAL PARADE

Chairman, EDWARD R. CARR

Monday, January 20 2:00 p.m.

\$4.00, \$5.00, \$8.00, \$12.00, \$18.00

Boxes \$25.00 per seat

INAUGURAL BALL

Chairman, MARK EVANS

Monday, January 20 9:00 p.m.

\$35.00 Per Person

Boxes (seating 8) \$1,000 (limited number)

By Special Invitation

J. WILLARD MARRIOTT, *Chairman*, Inaugural Committee 1969

(over)

IMPORTANT NOTICE

THIS IS A SOUVENIR INVITATION ONLY AND CONVEYS OUR SINCERE WISH THAT YOU MAY BE ABLE TO BE IN WASHINGTON FOR THE OCCASION OF THE INAUGURATION, BUT THE INVITATION IN ITSELF DOES NOT CONSTITUTE AN ADMISSION TO ANY OF THE INAUGURAL EVENTS.

Admission tickets will be required, and you will find appropriate instructions below. Checks or money orders *must* accompany all applications. However, kindly make out a separate check for each event; please do not make out a single check for your total order. Orders will be processed on a first-come first-serve basis until the capacity of each event has been reached.

As you will note on the schedule of events on the reverse side the following events are by invitation only:

Reception for Distinguished Ladies
Young America's Inaugural Salute
Governors' Reception
Reception Honoring Vice President-Elect and Mrs. Spiro T. Agnew
Official Inaugural Ceremony
Inaugural Ball

Tickets to the following functions are on sale to the public:

Inaugural All American Gala

An evening of entertainment by internationally famous stars. Place: National Guard Armory. Time: 9:00 p.m. Tickets may be purchased by check or money order, payable to The 1969 Inaugural All American Gala, The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025.

Inaugural Concert

Featuring The Mormon Tabernacle Choir and Washington National Symphony Orchestra. Place: Constitution Hall. Time: 8:30 p.m. Tickets are on public sale and may be purchased by check or money order. Make checks payable to The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025.

Inaugural Parade

Tickets are on public sale and may be purchased by check or money order, payable to The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025.

Housing

All requests for housing should be submitted in writing to the Inaugural Housing Committee, 1632 K Street, N.W., Washington, D. C. 20025. The rates for hotels and motels in the metropolitan Washington, D. C.-Virginia-Maryland area range from \$9.00 to \$30.00 for singles; \$12.00 to

\$40.00 for doubles and \$35.00 to \$90.00 for one-bedroom suites.

Inaugural License Plates

A special license plate has been designed to commemorate the inauguration of the President. They are now on public sale for \$10.00 a set. A set of these attractive inaugural plates may be purchased by sending a check or money order to The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025. These plates can be used in your state until January 29. (*Order form enclosed*)

Inaugural Medallion

A special medal has been struck to commemorate the Inauguration of Richard Nixon. A limited number of these are available—in silver for \$45.00 each, and in bronze for \$6.00. These medallions are on public sale at The Inaugural Committee. Mail orders should be addressed to the Inaugural Medal Committee, Post Office Box 1800, Washington, D. C. 20013. (*Order form enclosed*)

Souvenir Program

The official inaugural program for 1969 has been prepared. Certain to become an historical souvenir, the official program is filled with facts and information regarding the inauguration of our 37th President. The official program is on sale for \$2.00 at the Willard Hotel or can be ordered by mail from The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025.

Official Inaugural Book

The Official Inaugural Book, a deluxe, bound special edition featuring all official pictures, many in color, of all inaugural week activities, as well as the Inaugural Address, will be available for \$10.00 after the Inauguration. Reservations for these books can be made by mail by writing The 1969 Inaugural Committee, The Pension Building, Washington, D. C. 20025. (*Order form enclosed*)

500006

January 6, 1969

Mr. Robert G. McCune, Co-Chairman
The 1969 Inaugural Committee
Pension Building
440 G Street, N. W.
Washington, D. C. 20004

Dear Mr. McCune:

Although I am confident that my name was on the staff list for invitations to the Inaugural, my address has changed from New York to Washington and apparently my invitation has not yet caught up with me.

Enclosed is my check for six tickets to the Inaugural Ball, which I sincerely hope you will be able to honor.

I would appreciate having the tickets mailed to me at the Transition Office, or if you prefer other arrangements, please let me know by phone to 395-6980.

Sincerely,

Clay T. Whitehead
Deputy Assistant to the President-Elect

Social
TW - Inv. accepted
1/26/69
11 am

1/25/69

Call from Jan Ingersoll of the White House Social Office
inviting Mr. Whitehead to 11 a. m. Worship Service in the
East Room of the White House -- enter by SW gate and
be seated by 10:45 a. m.

Ext. 2511

Mr. Ellsworth and Mr. Hofgren have accepted.

We have accepted for you.

*CTW Personal
Social*

Tuesday 5/25/71

10:26

The American Ballet in NYC said the difference between the patrons orchestra seats and the orchestra seats is that when they receive the orders for tickets, the people who do contribute to the Ballet receive preferential treatment when they fill the order.

American Ballet in NYC:
(212) PL7-7035

THE WHITE HOUSE

WASHINGTON

June 9, 1971

TW - Social

MEMORANDUM FOR:

GEORGE F. MANSUR
Deputy Director
Office of Telecommunications Policy

FROM:

JON M. HUNTSMAN *JM*
Special Assistant to the President

SUBJECT:

R & R Reimbursement Request of
June 3, 1971

In your June 3 memorandum you requested reimbursement for Mrs. Linda K. Smith in the amount of \$18.14 for expenses in connection with an evening meeting with representatives of the communications industry from an "R & R Account".

We are advised that the Office of Telecommunications Policy was not allocated funds from the Reception and Representation Account for FY 71. Furthermore, our records indicate we have not paid reception and representation bills in the past.

Noting the above, we are returning your memorandum and the attachment with the advise that we are unable to provide Mrs. Smith with reimbursement.

6/10 Returned to Mr Jenkins - per Betty

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

DIRECTOR

June 3, 1971

MEMORANDUM FOR JON M. HUNTSMAN
Special Assistant to the President

SUBJECT: R&R Account

Attached is a receipt covering expenses in connection with an evening meeting with representatives of the communications industry. The bill was paid by Mrs. Linda K. Smith, a member of the staff. It will be appreciated if a check is issued in the amount of \$18.14, payable to Mrs. Smith.



George F. Mansur
Deputy Director

Attachment

AMOUNT REC'D.

SWIFT LIQUORS

AMOUNT OF SALE

1741 F STREET, N.W.
638-2337

WASHINGTON, D.C. 20006
638-2338 638-2339

SOLD BY

SOLD
TO

ADDRESS

LOW WASHINGTON PRICES
FREE DELIVERY
38618 FREE PARKING DIRECTLY ACROSS THE STREET

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

May 12, 1971

MEMORANDUM FOR:

GEORGE F. MANSUR, Director
Executive Office of the President
Office of Telecommunications Policy

FROM:

JON M. HUNTSMAN
Special Assistant to the President

SUBJECT:

Financial Requests

You are hereby authorized to draw \$500 for official reception and representation purposes from our Special Projects Fund in accordance with your request and explanation of your needs.

Although, FY 72 funds are in critical demand, for your planning purposes, you could certainly plan on at least \$500 for this same purpose in FY 72.

Please let me know if I can be of additional assistance.

Thank you.

Jon M. Huntsman

18 APR 1971

MEMORANDUM FOR

Mr. Jon Huntsman
Special Assistant to the President

This Office has extensive contact with representatives of industry, trade associations, and intergovernmental organizations dealing with domestic and international areas of communications policy. In addition, we have established several advisory committees on communications matters. As a result, we have a need for official reception and representation expenses. This has become an especially pressing requirement with the convening this week of the 79 member Plenipotentiary Conference of the International Telecommunications Satellite Consortium which will meet in Washington, D. C., for the next six weeks.

In view of our needs, we are requesting that \$500 for official reception and representation purposes be made available for our use for the balance of FY 1971. This request includes the \$200 you authorized on April 14 by telephone conversation with Mr. Urbany of this Office for a reception to introduce Mr. Robert C. Tyson to the officials of the communications industry. Mr. Tyson has been designated by the President personally to serve as chairman of the United States delegation to the World Administrative Radio Conference for Space Communications to be held in Geneva during June and July.

We appreciate that funds for this purpose are limited and will make every effort to minimize our requests. It would be helpful in our planning if you could advise how allocation of these funds for FY 72 will be handled.



George F. Mansur

2/25/71

Steve,

I checked today with Gen. Lincoln's secretary re Special Fund for Extraordinary Expenses . The way it works is like this: Near the end of the fiscal year (last year it was on June 29) a memo is sent out to the offices within the Exec. Office who participate in this fund asking for their requirements--dollarwise. The offices are advised later (August for FY 71) that the dollar amount is, or is not approved. The fund is held at the White House and when bills are presented for payment--properly documented--a check is drawn payable to the individual involved. It may be that staff members as well as the Director and DD have paid bills for official entertaining, such as lunches, etc.

The person in the White House who handles the paper work is Carson Howell (ext. 2220) who works for Jon Huntsman (John Brown's replacement).

Betty J.

June 30, 1973

City Center of Music and Drama
130 West 56th Street
New York, New York 10019

Please change my mailing address as follows:

O L D

2440 Virginia Avenue, N. W.
Washington, D. C. 20037

N E W

Clay T. Whitehead
1250 28th Street, N. W.
Washington, D. C. 20007

June 30, 1973

Reference Department, Music Division
The Library of Congress
Washington, D. C. 20540

Please change my mailing address as follows:

OLD

2440 Virginia Avenue, N. W.
Washington, D. C. 20037

NEW

Clay T. Whitehead
1250 28th Street, N. W.
Washington, D. C. 20007

June 30, 1973

Mrs. Carolyn Hagner Shaw
Publisher
The Social List of Washington
Suite 5
2620 P Street, N. W.
Washington, D. C. 20007

Dear Mrs. Shaw:

Recently I returned to you the questionnaire concerning Mr. Clay T. Whitehead, Director, Office of Telecommunications Policy, in the Executive Office of the President.

On May 19, 1973, Mr. Whitehead married Margaret Mahon and their new address is 1250 28th Street, N. W., Washington, D. C. 20007.

I thought you might want to make this correction in your "Green Suede Book."

Thanks again for including him.

Sincerely,

Eva Daughtrey
Confidential Assistant
to Clay T. Whitehead

Monday 3/5/73

INV. *Accepted*
4/3/73
8:15 p.m.

3:00

Brian said you would probably want to accept the attached invitation for the opening of the film theater in the JFK Center on Tuesday, April 3, at 8:15 p.m.

How many tickets would you like?

2

Charlton Heston
Chairman of the Board
The American Film Institute

Roger L. Stevens
Chairman of the Board
The John F. Kennedy Center
for the Performing Arts

George Stevens, Jr.

Director

The American Film Institute

Request the honor of your company at
the gala opening of the film theater in
The John F. Kennedy Center for the Performing Arts
and a reception immediately following the showing of
D. W. Griffith's "Broken Blossoms"
starring Lillian Gish

Tuesday, April 3, 1978 at 8:15 o'clock

R.S.V.P.
Card Enclosed
or telephone 833-9300
Black tie optional

Theater seating is
limited to 224 persons
May we please have a
reply by March 15

"He achieved what no other known man has ever achieved. To watch his work is like being witness to the beginning of melody, or the first conscious use of the lever or the wheel; the emergence, coordination, and first eloquence of language; the birth of an art: and to realize that this is all the work of one man." James Agee, *Time Magazine*, August 2, 1948.

We have chosen to begin the life of the film theater in our national cultural center with a tribute to David Wark Griffith who contributed more to the legacy of motion picture language than any other American. Memorable scenes from Griffith's most important films will be presented followed by the showing of a newly restored, tinted print of one of Griffith's finest features, *Broken Blossoms*.

Griffith described *Broken Blossoms* as "a tale of temple bells, sounding at sunset before the image of Buddha; it is a tale of love and lovers; it is a tale of tears."

Mr. Clay T. Whitehead and Guest

Accept with pleasure. X

Regret they cannot attend. _____

*Upon your acceptance, tickets will be
mailed to you. Opening night tickets are
not transferable.*

Social

INV. ACCEPTED
3/21/73
7:30--10:15 p.m.

4:00 The play at the Kennedy Center on Wednesday 3/21
begins at 7:30 p.m. and will be over around 10:15 p.m.

THE WHITE HOUSE

WASHINGTON

March 21, 1973

MEMORANDUM FOR:

Tom Whitehead

FROM:

SHELLEY BUCHANAN

SUBJECT:

Presidential Box Tickets in the
Opera House, Concert Hall and
Eisenhower Theater at the
Kennedy Center

This is to confirm that you have 3 seats in the Presidential
Box in the Opera House, Concert Hall, ✓ Eisenhower
Theater at the Kennedy Center on the date of March 21 - 7:50 P.M.

The President sends along his best wishes for an enjoyable evening.
Please pass this greeting along to the others in your party using the
President's box as his guests for this performance.

Note: Please indicate in the space provided below the names of the
people who attend the performance and any pertinent identification
possible. This memo must be returned to me in the West Wing
Lobby the day following the performance.

Thank you.

Honorable Clay T. Whitehead, Director, Office of Telecommunications
Policy, Executive Office of the President
Miss Margaret Mahon Department of Labor


Mrs. Eva Daughtrey)
Miss Judy Morton) Secretaries in Mr. Whitehead's office
Mrs. Sandra Ruiz)

Mr. Joseph Ruiz

United States Civil Service Commission

"The opening of the John F. Kennedy Center is the fulfillment of a dream shared by Americans in every walk of life. Its completion now, as the Nation prepares for the approaching celebration of its Bicentennial, gives proud emphasis to our rich artistic heritage, and helps ensure that in the third American century that heritage will continue both to grow in vigor and to gain in recognition and support by the public it serves. "

September 8, 1971



*The enclosed tickets come to you from
The President and Mrs. Nixon with their very best wishes
for a most enjoyable occasion.*

BOX EISENHOWER THEATER WEDNESDAY EVE. MARCH 21 AUDIT STUB - BOX OFFICE	1	BOX	EISENHOWER THEATER KENNEDY CENTER FOR THE PERFORMING ARTS Washington, D. C.		Good Only WED. EVE. MARCH 21 7:00 P.M. 1973	EISENHOWER THEATER \$8.00 1
			THE UNDISCOVERED COUNTRY	WEDNESDAY 7:00 P.M.		
			1973	\$8.00		
				License granted herein may be revoked by refund of ticket price		

BOX EISENHOWER THEATER WEDNESDAY EVE. MARCH 21 AUDIT STUB - BOX OFFICE	1	BOX	EISENHOWER THEATER KENNEDY CENTER FOR THE PERFORMING ARTS Washington, D. C.		Good Only WED. EVE. MARCH 21 7:00 P.M. 1973	EISENHOWER THEATER \$8.00 1
			THE UNDISCOVERED COUNTRY	WEDNESDAY 7:00 P.M.		
			1973	\$8.00		
				License granted herein may be revoked by refund of ticket price		

TW -
Personal

Tuesday 7/27/71

11:30

Checked with the Kennedy Center. They said they will not be sending out any tickets for the Ballet performances until the 1st of September.

W-Discount
Social 9/15/71
8 pm

2 L 117	AISLE ROW SEAT	OPERA HOUSE KENNEDY CENTER FOR THE PERFORMING ARTS AMERICAN BALLET THEATRE		ADMIT ONE WED. EVE. SEPT. 15 1971
		PATRON - ORCH. SEAT \$20.00	WEDNESDAY EVENING 8:00 P. M. PRICE \$20.00 NO REFUNDS	

2 L 118	AISLE ROW SEAT	OPERA HOUSE KENNEDY CENTER FOR THE PERFORMING ARTS AMERICAN BALLET THEATRE		ADMIT ONE WED. EVE. SEPT. 15 1971
		PATRON - ORCH. SEAT \$20.00	WEDNESDAY EVENING 8:00 P. M. PRICE \$20.00 NO REFUNDS	

The John F. Kennedy Center for the Performing Arts
 Washington, D.C.

B.O.H.

Name: *Whitehead, Clay T*

Date <i>9/15</i>	C	<i>✓</i>	Due <i>Paid</i>
	O		
	T		

Notice: Please examine your tickets and change as no errors will be rectified after patron leaves window. *No Refunds.*

BALDWIN—official piano of the Kennedy Center

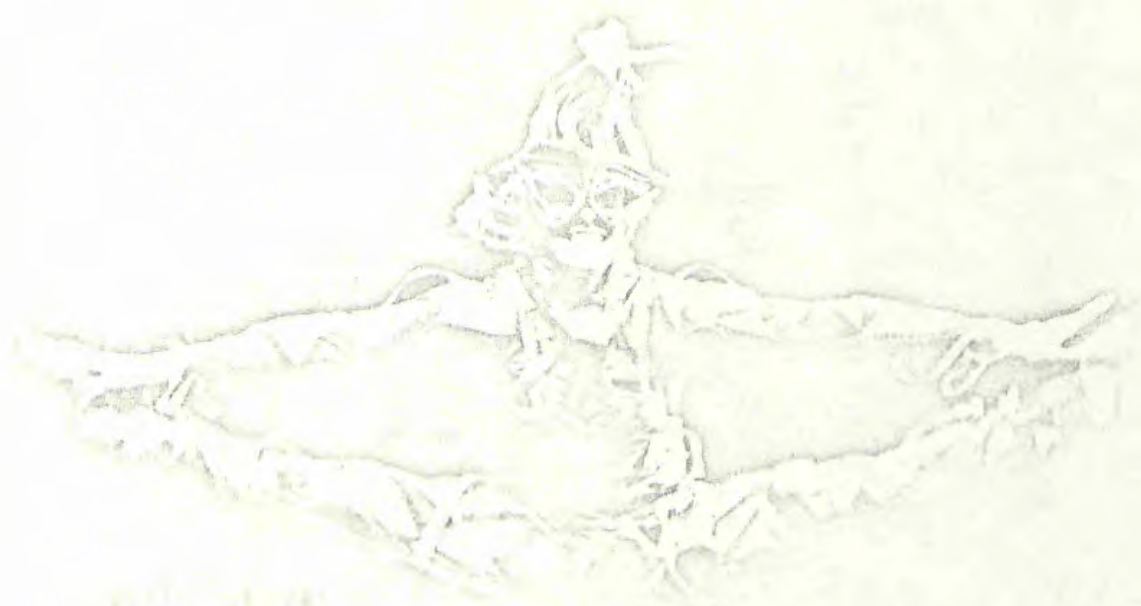
Tuesday 9/14/71

TW-Inv. Accepted
9/15/71
8 p. m.

4:10 We will have Coyt pick up your tickets for the ballet tomorrow (Wed. 9/15) after 3 o'clock tomorrow.

I have doublechecked the time -- there is an 8 o'clock curtain.

Do you want Coyt to take you?



THE INTERNATIONAL
BALLET

10TH GALA ANNIVERSARY SEASON

FREDERIC FRANKLIN, BEN STEVENSON

Artistic Directors

Social

**Committee
for the Re-election
of the President**

1701 PENNSYLVANIA AVENUE, N.W., WASHINGTON, D.C. 20006 (202) 333-0920

November 1, 1972

*Mr Whitehead
did not
attend*

Dear Mr. Whitehead:

I would like to extend a personal invitation to you and your wife to "Election Night" at the Shoreham Hotel on Tuesday evening, November 7, 1972.

The program begins at 6:00 p.m. and will feature minute-by-minute coverage of the political contests throughout the country. There also will be live entertainment to add to the excitement during the evening.

Entrance to the various function rooms will be by a special "Election Night Identification Pin." These pins can be picked up at the registration desk in the lobby of the Shoreham Hotel when you arrive.

If you would like accommodations at the Shoreham that night, please contact Miss O'Gara at 462-1114 as soon as possible as rooms are in short supply.

I am looking forward to seeing you Election Night and to sharing the excitement of the successful returns for the re-election of President Nixon.

Sincerely,

Clark MacGregor

Clark MacGregor
Campaign Director

Mr. Clay T. Whitehead, Director
Office of Telecommunications Policy
1800 G Street, N. W.
Washington, D. C. 20504

Social

Dr. Clay Whitehead
regrets the kind
invitation of
Mr. and Mrs. Harry Lerner
to the reception on
Saturday, the
twenty-fifth of
November in
Kansas City, Missouri.

Sheldon Wishna
Communications and Navigations
NASA -- Goddard

(134) 6380

Marrying Jeanette Lerner on 11/25/72

Mr. and Mrs. Harry Lerner

request the honour of your presence

at the marriage of their daughter

Jeanette

to

Mr. Sheldon Mishna

Saturday the twenty-fifth of November

at seven o'clock

Beth Shalom Congregation

Kansas City, Missouri

Reception and Dinner

immediately following the ceremony

*The favour of a reply is requested
4409 West Sixty-sixth Street
Prairie Village, Kansas 66208*

Monday 6/12/72

12:25 Advised Duncan Lyon of the Foreign Service Club that we would release the date of June 23 for a possible cocktail party -- as Mr. Whitehead will be going out of the country and would be unable to schedule the function on that day. If plans are possible after his return, we will be in touch.

268-4300

Advised that we appreciated it very much.

CANCELLED
6/23/72

Monday 6/12/72

12:20 Checked with Mr. Smith, who discussed the possible
OTP staff party with Mr. Whitehead on Friday.

The party is off -- possibility of rescheduling after
his return from the Pacific trip -- but doubtful.

May 31, 1972

To: Tom
From: Eva
Subject: OTP cocktail party

You had originally planned to have an OTP cocktail party in your apartment, but on the basis of possibly 110 people, it would really be crowded. With catering, the cost would be approximately \$5.00 per person -- or \$550 for a catered party.

Attached are the figures for the various clubs I have checked. Bromley Smith has offered his home.

Michael indicates we have a balance of \$372 in the reception allowance. Has checked if there might be other funds we could use, but now indicates there seems to be no other way to finance the total party.

With the exception of Fort McNair Officers Club, we would be able to schedule the party for June 23rd.

Mr. Smith is a member of the Foreign Service Club and indicates it is very nice. It is located at 21st and E Streets (across from the State Dept) so it would be convenient for everyone.

	<u>Hot and cold hors d'oeuvres (per person)</u>	<u>Open bar (per person)</u>	<u>\$1.25 per drink (average 3 drinks)</u>	<u>Room Charge</u>	<u>Total for evening (per person)</u>	<u>Basis of 110 persons</u>
Cosmos Club	3.00		3.75	15	6.75	742.50
Fort McNair Officers Club (only night we could get 6/11--Sunday)	3.00	3.25			6.25	687.50
International Club	4.60		3.75		8.35	918.50
Foreign Service Club (across from State Dept.)	2.25	3.00			5.25	577.50
Avignone Freres (at the restaurant)				75	5.00	6385000
<u>Taylor's and Avignone Catering</u>	Both average about \$5.00 per person for the evening					550.00
Bromley Smith's home (with catering)	Catering -- approximately \$5.00 per person					550.00

MEMORANDUM FOR OTP STAFF

Reason:

Cocktail Party:

Friday, June 23, 1972

(6:00 to 8:00 p.m.) (7:00 to 9:00 p.m.)

Location: _____

Husbands and wives included.

RSVP Eva Daughtrey by _____

Clay T. Whitehead

Monday 6/12/72

3:00 Called Mrs. Hennell at the Cosmos Club to advise
that we would not be having the reception and would
like to release our tentative engagement for June 23rd.

Du. 7-7783

Tuesday 6/27/72

IKV. 2-1
6/27/72
5:00

11:15

Ken Clawson's office called. Herb Klein is holding a series of briefings today for TV anchormen and their wives. At 5:00 the President and Mrs. Nixon will receive the group at the East Room and you have been invited to join.

You have a 4:30 briefing today with Mr. Lowman, Country Officer for the Philippines, and an appointment with Dr. Daughtrey at 5:30.

Accept

Regret

Brian
also

"The opening of the John F. Kennedy Center is the fulfillment of a dream shared by Americans in every walk of life. Its completion now, as the Nation prepares for the approaching celebration of its Bicentennial, gives proud emphasis to our rich artistic heritage, and helps ensure that in the third American century that heritage will continue both to grow in vigor and to gain in recognition and support by the public it serves."

September 8, 1971

Richard Nixon

Social
8/12/72
7:30 pm

(2)

*The enclosed tickets come to you from
The President and Mrs. Nixon with their very best wishes
for a most enjoyable occasion.*

BOX

Eisenhower Theater
Kennedy Center for Performing Arts

"The Pleasure of His Company"

Saturday evening

Aug. 12 7:30 p.m.

1972

Price: \$9.00

(Positively no refunds)

BOX

1

1

1/-

Thursday 8/10/72

11:20 Called Shelley Buchanan; the two tickets for
Doug Fairbanks Saturday night (8/12) were the last
they have.

2605

In case she gets a cancellation, Shelley will call us.

Tuesday 8/8/72

10:40 I have been unable to get through to the Kennedy Center box office for tickets to Doug Fairbanks' performance "The Pleasure of His Company."

254-3670

Called the White House and talked to Shelley Buchanan to see if she might have a number to call or a suggestion.

2605

She checked and has two tickets in the President's box Saturday night (August 12th) -- 7:30 p.m. performance.

O. K. to pick them up

THE JOHN F. KENNEDY CENTER
FOR THE PERFORMING ARTS presents



EISENHOWER THEATER
MATINEE TODAY at 2:00
LAST 8 DAYS!
thru August 12th ONLY!

**"THE LAUGHS ARE ALL
THERE! FAIRBANKS WAS
MADE FOR THE PART."**
— Frank Getlein, The Evening Star

Mon. thru Thurs. Eves. & Sat. Mats.:
\$7.50, 7.00, 5.50, 4.00; Box Seats
\$8.00. Thurs. Mats.: \$6.50, 5.00,
4.50, 3.00; Box Seats \$7.00.
Fri. & Sat. Eves.: \$8.50, 8.00,
6.50, 5.00; Box Seats \$9.00.

EVES: Mon. thru Sat. at 7:30.
MATS: Thurs. & Sat. at 2:00.

PHONE RESERVATIONS:
(202) 254-3670

Wednesday 8/16/72

8/18/72
9 00 p.m.

2:15 You have reservations for 4 people to see Doug Kershaw at the Stardust on Friday, August 18. (\$3.00 per person). They said you should be there before 9.00.

843-6233

Appearing Monday thru Saturday

**DOUG
KERSHAW**

"The Louisiana Man"

\$4 Cover Weekdays \$4 Cover Weekends
COMING AUG. 21—EARL SCRUGGS REVUE
\$3 Cover Weekdays \$4 Cover Weekends

The Stardust 13 Miles South of Beltway Exit 36
RES.: 843-6233

Cherise Joyce
Social

OFFICE OF TELECOMMUNICATIONS POLICY
EXECUTIVE OFFICE OF THE PRESIDENT
WASHINGTON, D.C. 20504

September 26, 1972

To: The Staff
From: Helen C. Hall *HCH*
Subject: Farewell Party for Mr. Scalia - Friday, September ²⁹~~24~~, 4:00 p.m.

As you know, Mr. Scalia has recently left our Office to assume the Chairmanship of the Administrative Conference of the United States, but we are not going to let him get away that easily. We have scheduled a farewell party in his honor this Friday at 4:00 p.m. in the Director's outer office, and I hope you can all plan to be there.

This will be a good way to say bon voyage to Mr. Scalia as well as have a fun long-overdue Office party for us all.

The cost for the party will be \$3.00 for GS-13s and above and \$2.00 for GS-12s and below. Please tell the lead secretary in your office whether you will be able to attend. She will also be responsible for collecting your money and turning it over to Eva who will collect the funds.

O'N Do
C Joyce
Money attached
Money returned

9/29/72

11:15 Talked with Marge Barnes (Mr. Scalia's new secretary) 395-3753

Rm. 7202 New EOB

Asked her if there might be anything she could give me in a light vein for a suggestion to use for our party for him.

She said they have 34 departments and agencies that are represented in the Conference, plus 34 members from the private sector who are noted administrative law professors in the administrative law field scattered throughout the U.S.

Farewell party for Judy and Mr. Scalia-----

Helen Hall, Lorraine, Phyllis Beirne and Eva met.

Gifts -- humidior for Mr. Scalia (Phyllis to get that and a card)

Instamatic camera for Judy (Eva ")

approximately 60 people

cheese & crackers

potato chips

pretzels

Lead secretaries to check with people to see who will be coming, etc.
and get the money in.

\$88 Ace Beverage

3 25-lb. bags of ice

10 Scotch

5 Vodka 75 people

1 gin

2 bourbon

1 whisky

b sherry

orange juice

cups They will deliver -- we need to have something to put the ice in.

Napkins

doggie bag for Judy to carry her ever present candy in (till you find your
black arm bands new snack bar)

Judy----picture of Golden Gate bridge or bridge and bag of gold at the end

list of people she won't miss

crying towel

Presidential letter

Invite Mansur and J. Ray and Helen Yourshaw

Social

October 12, 1972

To: Barbara
From: Eva

We would like to continue
getting this -- and Betty
said it was O.K. to go
ahead and order it.

Social

10/11/72

Barbara Glover brought this and said Betty gave it to her to see if we wanted to get it. Also called attention to the fact that the address on the envelope was not to CTW but to the office. I checked with the Green Book to see if there might be an order coming to CTW in addition to the office order. She suggested perhaps the White House supplies us.

I called Joan in Presidential Records and she suggested I call the Finance Office. Talked with Paul Henry who indicated that the White House orders copies for OST, OMB, etc., and that if we want to request an order through the White House, we should write a memo to Noble Melencamp -- who supplies requests for "those within the complex".

2220

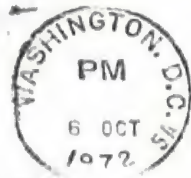
Betty advises there is no problem; we can order it ourselves; it was just a request to be sure we really wanted a copy. Said the price was right and she was sure Marty had ordered them previously. We will have the Library order a copy.

We have 1971, 1972.



CAROLYN HAGNER SHAW
Editor and Publisher of The Social List of Washington

ANNOUNCES...



Office of Telecommunications Policy
ATTN: Room 775-G
604 17th Street
Washington, D. C. 20504



The 1973 Edition of
THE SOCIAL LIST OF WASHINGTON
(The Green Suede Book)
IS OFF THE PRESS

Complete coverage – Official, Diplomatic, and Social Groups
their families and residences

A section is devoted to official protocol and social forms pertinent to Washington. Advisory services relative to "who outranks whom" and correct social procedure are available to subscribers (without charge).

A Supplement, which will include the 93rd Congress and New Officials, will be published in February. Only subscribers to the 1973 Edition may purchase the Supplement.

Yearly subscription \$22.00
Sales tax (D.C. only) 1.10

\$23.10

2620 P Street
Washington, D. C. 20007
337-2880

OFFICE OF TELECOMMUNICATIONS POLICY
EXECUTIVE OFFICE OF THE PRESIDENT
WASHINGTON, D.C. 20504

October 11, 1973

MEMORANDUM FOR MR. WHITEHEAD

From: Helen C. Hall *HCH*
Subject: Kennedy Center Calendar

Attached is a Kennedy Center Calendar for the year for you. Just let me know if you want me to get more info on a particular performance or whatever.



Friends of the Kennedy Center / Washington, D. C. 20566 / TEL. 202-254-3718

OCTOBER CALENDAR OF EVENTS

<u>Mon. Oct. 1</u>	AFI:	6:30 & 9:00 p.m.	"Othello"
<u>Tue. Oct. 2</u>	AFI:	6:30 p.m.	"Thomas Ince and The Studio System"
		9:00 p.m.	"The Selznick Years"
<u>Wed. Oct. 3</u>	CH:	8:30 p.m.	Duke Ellington in Concert. Benefit of Howard University & Mellarry Dental & Medical School Loan Scholarship Fund \$25, 6.50, 5.50, 2.
	AFI:	6:30 p.m.	"Throne of Blood"
		9:00 p.m.	"King Lear"
<u>Thu. Oct. 4</u>	AFI:	6:30 p.m.	"King Lear"
		9:00 p.m.	"Throne of Blood"
<u>Fri. Oct. 5</u>	ET:	7:30 p.m.	Preview "Full Circle" with Bibi Andersson & Leonard Nimoy. Adapted from a play by Erich Maria Remarque by Peter Stone. Directed by Otto Preminger. \$9, 8.50, 8, 6.50, 5.
	CH:	8:30 p.m.	Virgil Fox, Organist - FOUNDING ARTIST - \$7.50, 6.50, 5.50, 4.50, 2.
	AFI:	6:30 & 9:00 p.m.	"Julius Ceasar"
<u>Sat. Oct. 6</u>	ET:	2:00 p.m.	Preview "Full Circle" \$7, 6.50, 6, 4.50, 3.
		7:30 p.m.	Opening "Full Circle" \$9, 8.50, 8, 6.50, 5.
	AFI:	6:30 p.m.	"Let's Make Love"
		9:00 p.m.	"The Misfits"
<u>Sun. Oct. 7</u>	ET:	2:00 & 7:30 p.m.	"Full Circle"
	CH:	3:00 p.m.	Nathan Milstein, Violinist (WPAS) \$7.50, 6.75, 5.75, 4.75, 3.75, 1.
	AFI:	6:30 & 9:00 p.m.	"Les Grandes Manoeures"
<u>Mon. Oct. 8</u>	ET:	7:30 p.m.	"Full Circle"
	CH:	8:30 p.m.	Mikis Theodorakis, Greek Folk Music \$7.75, 6.50, 2.
	AFI:	6:30 & 9:00 p.m.	"China" (Antonini)
<u>Tue. Oct. 9</u>	ET:	7:30 p.m.	"Full Circle"
	OH:	8:00 p.m.	American Ballet Theater - "Les Sylphides" "At Midnight" (Premiere) "Three Virgins & A Devil" (Premiere) "Theme & Variations" \$12, 10, 9.50, 8.50, 6.50, 4.50.
	CH:	8:30 p.m.	National Symphony Orchestra, Antal Dorati, Cond. \$9, 7, 6, 5.50, 3.75, 1.25.
	AFI:	6:30 p.m.	"Cecil and William DeMille"
		9:00 p.m.	"The Ten Commandments"

AFI (American Film Institute) prices are \$2.00, \$1.25 (for members)
 CH: (Concert Hall) ET (Eisenhower Theater) OH (Opera House)

Wed. Oct. 10 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Mendelssohn Symphony" (Premiere)
 "Undertow" (Premiere) "Don Quixote Pas De Deux" "Graduation
 Ball" \$12, 10, 9.50, 8.50, 6.50, 4.50.
 CH: 8:30 p.m. National Symphony Orchestra - Antal Dorati, Cond.
 AFI: 6:30 & 9:00 p.m. "The Bitter Tea of General Yen"

Thu. Oct. 11 ET: 2:00 & 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Tales of Hoffmann" (Premiere)
 CH: 8:30 p.m. National Symphony Orchestra - Antal Dorati, Cond.
 AFI: 6:30 & 9:00 p.m. "Taking Tiger Mountain"

Fri. Oct. 12 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Tales of Hoffmann"
 CH: 1:30 p.m. National Symphony Orchestra - Antal Dorati, Cond.
 AFI: 6:30 p.m. "Laura" (Preminger)
 9:00 p.m. "Advise and Consent" (Preminger)

Sat. Oct. 13 ET: 2:00 & 7:30 p.m. "Full Circle"
 OH: 2:00 p.m. American Ballet Theater - "Tales of Hoffmann"
 8:00 p.m. American Ballet Theater - "Mendelssohn Symphony" "Undertow"
 "Etudes"
 CH: 8:30 p.m. Bruce Springsteen, Folk Music \$5.50, 5, 4, 3, 2.
 AFI: 6:30 & 9:00 p.m. "Shanghai Express"

Sun. Oct. 14 OH: 2:00 p.m. American Ballet Theater - "Les Sylphides" "Three Virgins
 & A Devil" "Etudes"
 8:00 p.m. American Ballet Theater - "Theme & Variations" "Three Virgins
 & A Devil" "At Midnight" "Graduation Ball"
 CH: 3:00 p.m. Monserrat Cabelle, Soprano, & Bernabe Marti, Tenor (WPAS)
 \$8.50, 7.50, 6.50, 5.50, 4.50, 1.
 AFI: 6:30 & 9:00 p.m. "Le 14 Juillet"

Mon. Oct. 15 ET: 7:30 p.m. "Full Circle"
 AFI: 6:30 p.m. "Son-Daughter"
 9:00 p.m. "White Haired Girl"
 CH: 8:30 p.m. The Philadelphia Orchestra

Tue. Oct. 16 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Swan Lake"
 CH: 8:30 p.m. National Symphony Orchestra - Antal Dorati, Cond.,
 Peter Lager, Bass, Choral Arts Society of Washington
 AFI: 6:30 p.m. "Charlie Chaplin"
 9:00 p.m. "Limelight"

Wed. Oct. 17 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Swan Lake"
 CH: 8:30 p.m. National Symphony Orchestra (repeat of Tuesday)
 AFI: 6:30 & 9:00 p.m. "The Good Earth"

Thu. Oct. 18 ET: 2:00 & 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Mendelssohn Symphony" "Grand
 Pas Classique" "Undertow" "Etudes"
 CH: 8:30 p.m. National Symphony Orchestra (repeat of Tuesday)

Fri. Oct. 19 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. American Ballet Theater - "Giselle"
 CH: 8:30 p.m. Julian Bream, Guitarist (WPAS)
 \$7.50, 6.50, 5.50, 4.50, 3.50, 1.
 AFI: 6:30 p.m. "Crossfire"
 9:00 p.m. "Billy Budd"

Sat. Oct. 20 ET: 7:30 p.m. "Full Circle"
 OH: 2:00 p.m. American Ballet Theater - "Swan Lake"
 8:00 p.m. American Ballet Theater - "Theme and Variations" "Three Virgins & A Devil" "At Midnight" "Graduation Ball"
 CH: 6:00 p.m. United Nations Concert - National Symphony Orchestra, Antal Dorati, Cond., Beverly Sills, Soprano (By invitation)
 AFI: 6:30 p.m. "Princess Yang Kwei Fei"
 9:00 p.m. "General Died At Dawn"

Sun. Oct. 21 OH: 2:00 & 8:00 p.m. American Ballet Theater - "Giselle"
 CH: 3:00 p.m. Jessye Norman, Soprano (WPAS) \$6.75, 5.75, 4.75, 3.75, 3, 1.
 AFI: 6:30 & 9:00 p.m. "Ghost Goes West"

Mon. Oct. 22 ET: 7:30 p.m. "Full Circle"
 AFI: 6:30 p.m. "General Died At Dawn"
 9:00 p.m. "Princess Yang Kwei Fei"

Tue. Oct. 23 ET: 7:30 p.m. "Full Circle"
 CH: 8:30 p.m. National Symphony Orchestra, Antal Dorati, Cond. Ilse von Alpenheim, Pianist
 AFI: 6:30 p.m. "Buster Keaton"
 9:00 p.m. "New Films From A.F.I."

Wed. Oct. 24 ET: 7:30 p.m. "Full Circle"
 CH: 8:30 p.m. National Symphony Orchestra (repeat of Tuesday)
 AFI: 6:30 p.m. "Battle of China"
 9:00 p.m. "La Chinoise"

Thu. Oct. 25 ET: 2:00 & 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. Preview "The Pajama Game" with Hal Linden, Barbara McNair, Cab Calloway. \$9, 8.50, 7.50, 5.50, 4.50, 11.
 CH: 8:30 p.m. National Symphony Orchestra (repeat of Tuesday)
 AFI: 6:30 p.m. "La Chinoise"
 9:00 p.m. "Battle of China"

Fri. Oct. 26 ET: 7:30 p.m. "Full Circle"
 OH: 8:00 p.m. Preview "The Pajama Game"
 CH: 8:30 p.m. State Dancers of Yugoslavia (WPAS) \$6.75, 5.75, 4, 3, 1.
 AFI: 6:30 & 9:00 p.m. "Le Samourai" (Melville)

Sat. Oct. 27 ET: 2:00 & 7:30 p.m. "Full Circle"
 OH: 2:00 p.m. Preview "The Pajama Game" \$8.50, 8, 7, 5.50, 4.50, 10.
 8:00 p.m. Opening "The Pajama Game"
 CH: 8:30 p.m. The Leningrad Philharmonic, Gennady Rozhdestvensky, Cond. Alexander Slobodyanik, Pianist. \$10, 9.50, 8.50, 7.50, 6.50, 5.50, 2.
 AFI: 6:30 p.m. "55 Days in Peking"
 9:00 p.m. "Mask of Fu Manchu" & "Hatchet Man"

Sun. Oct. 28 CH: 3:00 p.m. The Leningrad Philharmonic, Gennady Rozhdestvensky, Cond. Viktor Tretyakov, Violinist, Irina Arkhipova, Soprano, \$9.50
 AFI: 6:30 & 9:00 p.m. "Flame of New Orleans"

Mon. Oct. 29 OH: 8:00 p.m. "The Pajama Game"
 CH: 8:30 p.m. The Leningrad Philharmonic, Gennady Rozhdestvensky, Cond., Oleg Kagan, Violinist. \$9.50, 8.50, 7.50, 5.50.
 AFI: 6:30 p.m. "China" (ellman)
 9:00 p.m. "Mask of Fu Manchu" & "Hatchet Man"

November 7, 1972

Social

11/4/72

7:30 pm

To: Shelley Buchanan
The White House

From: Eva Daughtrey

Attached is the listing of persons
who attended the performance
on November 4, 1972, with
Mr. Whitehead.

Mr. Whitehead was extremely
pleased. Thanks again.

Also, we are returning the key.

THE WHITE HOUSE

WASHINGTON

Oct. 25, 1972

MEMORANDUM FOR:

Tom Whitehead

FROM:

SHELLEY BUCHANAN

SUBJECT:

Presidential Box Tickets in the
Opera House, Concert Hall and
Eisenhower Theater at the
Kennedy Center

This is to confirm that you have *8* seats in the Presidential
Box in the _____ Opera House, _____ Concert Hall, Eisenhower
Theater at the Kennedy Center on the date of *Sept. 4 - 7, 1972*.

The President sends along his best wishes for an enjoyable evening.
Please pass this greeting along to the others in your party using the
President's box as his guests for this performance.

Note: Please indicate in the space provided below the names of the
people who attend the performance and any pertinent identification
possible. This memo must be returned to me in the West Wing
Lobby the day following the performance.

Thank you.

Margaret Goldman
Martin and Margaret Hoffmann
Maureen and Antonin Scalia
Marilyn Wikel
Clay T. Whitehead
Frank Willis

Monday 11/6/72

11:00 Shelley Buchanan said it's O.K. if you bring the key in tomorrow (Tuesday 11/7) and I can get it back to her.

I'll need to send the list of people who attended to her today.

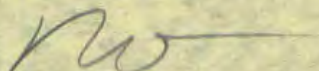
Martin and _____ Hoffmann
Margaret Goldman

11/4/72

Thursday 11/2/72

12:20 **Anyone else we can invite to the "Creation of the
World and Other Business"?**

**Mr. and Mrs. Marty Hoffman have accepted
for the 5:30 dinner and 7:30 performance.**

A handwritten signature in dark ink, appearing to be the initials 'RW' followed by a horizontal line extending to the right.

Monday 10/30/72

INV. ACC.
11/4/72
5:30: 7:30 p.m.
/

9:30 Mary Lou from Marty Hoffman's office called. She said that Mr. and Mrs. Hoffman would be delighted to accept Mr. Whitehead's invitation for dinner at 5:30 and to attend the Kennedy Center at 7:30 p.m., on Saturday, Nov. 4.

Mary Lou 973-8061

Friday 10/27/72

INV. ACC.
11/4/72
5:30; 7:30 p. m.

2:00

We invited Amb. Washburn and his wife to join you at the Kennedy Center on Nov. 4. Because he leaves for Munich on Saturday, Oct. 28 and will not return until Sunday, Nov. 5.

Said to thank you much anyway -- would have loved to go.

Called Marty Hoffman. Was out of town today. Will be back on Saturday. So left the message with his secretary -- dinner at 5:30 at your apartment; Kennedy Center at 7:30.

They will call on Monday to let us know.

C.T.W.

OFFICE OF TELECOMMUNICATIONS POLICY
EXECUTIVE OFFICE OF THE PRESIDENT
WASHINGTON, D.C. 20504

Oct. 28, 1972

Tom,

Many thanks for your kind
invitation for Nov. 4th.

Unhappily, I won't be back from
Munich by then.

Wanda & I would have liked
nothing better than to be with you
and see Arthur Miller's "Creation".

- Abbott

TW-Inv. Accepted
11/4/72
7:30 p.m.

Thursday 10/26/72

1:00 Bill Anders' secretary called to say Mrs. Anders will be out of town on Saturday (11/4) and he wouldn't want to attend the performance in the Kennedy Center without her -- so they will have to decline.

We now have the tickets and will hold them for you.

(Attached is a copy of the memo from Shelley Buchanan which accompanied the tickets.)

Eva

*Tickets in
blue folder in
pretty cash
file in safe*

THE WHITE HOUSE

WASHINGTON

Oct. 25, 1972

MEMORANDUM FOR:

Tom Whitehead

FROM:

SHELLEY BUCHANAN

SUBJECT:

Presidential Box Tickets in the
Opera House, Concert Hall and
Eisenhower Theater at the
Kennedy Center

This is to confirm that you have seats in the Presidential
Box in the _____ Opera House, _____ Concert Hall, Eisenhower
Theater at the Kennedy Center on the date of *Nov. 4 - 7:30 P.M.*

The President sends along his best wishes for an enjoyable evening.
Please pass this greeting along to the others in your party using the
President's box as his guests for this performance.

Note: Please indicate in the space provided below the names of the
people who attend the performance and any pertinent identification
possible. This memo must be returned to me in the West Wing
Lobby the day following the performance.

Thank you.

"The opening of the John F. Kennedy Center is the fulfillment of a dream shared by Americans in every walk of life. Its completion now, as the Nation prepares for the approaching celebration of its Bicentennial, gives proud emphasis to our rich artistic heritage, and helps ensure that in the third American century that heritage will continue both to grow in vigor and to gain in recognition and support by the public it serves."

September 8, 1971

Richard Nixon

*The enclosed tickets come to you from
The President and Mrs. Nixon with their very best wishes
for a most enjoyable occasion.*



E	AUDIT STUB	SAT. EVE. 7:30 P. M. NOVEMBER 4, 1972	\$9.00	BOX 1	EISENHOWER THEATER Kennedy Center for the Performing Arts		BOX \$9.00	BOX 1
					THE CREATION OF THE WORLD AND OTHER BUSINESS			
				NOV. 4 1972	SAT. EVE. 7:30 P. M.	NOVEMBER 4 1972	EISENHOWER THEATER	
				BOX OFFICE PRICE	\$9.00	4	GOOD ONLY	
				<small>NO REFUNDS OR EXCHANGES License granted herein may be revoked by refund of ticket price.</small>		<small>REGULATORY TICKETS CO. WASHINGTON, DC 20540</small>		

Wednesday 10/25/72

TW--Inv. Accept
11/4/72
7:30 p. m.

5:00 Will you need to be inviting anyone to join you
in the Presidential Box at the Kennedy Center
on Saturday (11/4) -- time is getting a little short
since you will be away until Thursday (11/2).

We will pick up the tickets tomorrow (10/26).

Eva

11/4/72
7:30 p. m.

Monday 10/16/72

11:30 We have reserved the Presidential Box at the Kennedy Center for Saturday (11/4) for the performance of Arthur Miller's "The Creation of the World and Other Business."

Shelley Buchanan will send the eight tickets to us.

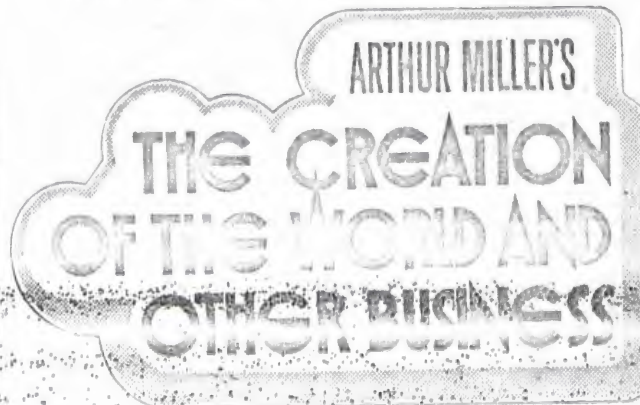
THE JOHN F. KENNEDY CENTER
FOR THE PERFORMING ARTS presents

EISENHOWER THEATER — (202) 254-3670

OPENS MON., OCT 23, thru NOV. 11

Tickets Available by Mail Only for Final Week (Nov. 6-11)

PREVIEWS TOM'W thru THIS SUN. MAT.



Starring
HAL HOLBROOK BOB DISHY
STEPHEN ELLIOTT BARRY PRIMUS

PRICES — REGULAR PERFORMANCES AND PREVIEWS:

MON, THUR, FRI, SAT, SUN, MAT, OCT 22 & OPENING NIGHT:
Orch. \$7.50; Balc. \$7.00; 5.00, 4.00; Box Seats \$8.00. THURS, WEDS, ORCH. \$6.50;
Balc. \$6.00; 4.50, 3.00; Box Seats \$7.00. FRI. & SAT. EVES.: Orch. \$8.50; Balc.
\$8.00; 6.50, 5.00; Box Seats \$9.00.

Mon-Sat, Evs. & Opening Night, 7:30; Thurs, Sat, 2:00 & Oct. 22, 4:00.

TW Personnel
Sent 8/2/70

Fortieth Year of Publication

THE SOCIAL LIST of WASHINGTON

CAROLYN HAGNER SHAW
Publisher

2620 P Street



Washington, D. C. 20007

Telephone 337-2880

(The Green Suede Book)

Your family has been recommended to the Board of Governors of "The Social List of Washington" for inclusion in the 1971 edition.

It would be appreciated if this questionnaire is returned promptly in order that the information submitted herein may be considered by the Board of Governors.

No obligation is incurred in sending this information.

Dr. Mr. Clay Thomas Whitehead
(Please print FULL name—not initials)

OCCUPATION Director, Office of Telecommunications Policy
(IMPORTANT—Please Fill in—List Official Title and/or Service Rank, if any)

Mrs. _____

MAIDEN NAME _____
(First) (Middle) (Last)

ADDRESS 2440 Virginia Avenue, N. W., Washington, D. C.
(As of October 1, 1970)

ZIP CODE 20037 TELEPHONE NUMBER 293-3293

PERMANENT SUMMER ADDRESS Same

SUMMER TELEPHONE NUMBER --
(Please turn Page)

Friday 8/7/70

6:15 Since they are asking for your address as of October 1970, I suppose they would want your title of Director, OTP, which you will be at that time. Yes?

What club memberships and remarks do you want to make?

✓

none

EXPLANATION

of the contents of

THE SOCIAL LIST

OF WASHINGTON



(The Green Suede Book)

EXPLANATION OF THE CONTENTS OF THE SOCIAL LIST OF WASHINGTON

The Green Suede Book

Contains complete coverage of the following Official, Diplomatic and Social groups that constitute the background of Washington society:

The Executive Departments—including the names of the ranking officials therein.

The Diplomatic Corps—listed in its entirety, embracing all official titles of members, and including their families and residences.

The Congress—A complete listing of all members of the Senate and the House of Representatives, with their families and residences.

The Social List—Families and residences of the Executive branch of the Government, and other officials, and a listing of approximately 5,000 prominent people in Washington.

SOCIAL PRECEDENCE AND SOCIAL FORM IN WASHINGTON

A special section comprises a detailed perspective covering the authoritative usage of Official precedence; correct manner of oral, or written, address of Officials, Diplomats, and members of the Armed Services; the etiquette of the personal call, the written invitation and correct procedure at all social functions.

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Telephone — 337-2880

MARGARET MAHON WHITEHEAD

July 25, 1973

PERSONAL DATA:

Address: 1250 28th Street, N. W., Washington, D. C. 20007
Telephone: 965-3212
Date of Birth: July 15, 1943
Place of Birth: Richmond, Virginia
Marital Status: Married

EDUCATION:

Bachelor of Science, 1965, Mary Washington College of the
University of Virginia
Who's Who Among Students in American Colleges and Universities

EXPERIENCE:

April 1972 to present - Congressional Liaison Officer,
Office of the Secretary of Labor, Washington, D. C. Reporting
to the Deputy Under Secretary for Legislative Affairs.
Responsible for Departmental liaison with the White House,
Members of Congress, and Congressional Committees on
legislation and on inquiries regarding the activities in programs
administered by the Department. Present salary, \$17,238
(GS 12/2).

November 1970 - April 1972. Confidential Assistant to the
Special Assistant for Legislative Affairs to the Secretary of
Labor, Washington, D. C. Responsible for providing assistance
to Members of Congress and their staffs on programs involving
the Department of Labor. Also responsible for administration
of an office of twelve people.

June 1968 - October 1970. Buyer for Frank R. Jelleff, Inc.,
Washington, D. C. Direct responsibility for a staff of ten and
a \$275,000 volume.

Margaret Mahon Whitehead -- page 2

March 1967 - June 1968. Assistant Buyer for Bloomingdale Bros., New York, New York. Administrative position in one of the largest soft goods departments with responsibility for controlling \$1,000,000 of the sales volume.

September 1965 - March 1967. Assistant Buyer, Bonwit Teller, New York, New York.

Summers 1962 and 1963. Reporter, Caroline Progress, Bowling Green, Virginia.

REFERENCES:

Honorable Frederick L. Webber
Special Assistant to the President
The White House
Washington, D. C. 20500

Mr. Thomas Phelan, Executive Assistant
Under Secretary of Labor
Department of Labor
Washington, D. C. 20210

Honorable J. Glenn Beall
United States Senate
Washington, D. C. 20510

The Reverend John C. Harper, Rector
St. Johns Episcopal Church
Lafayette Square
Washington, D. C. 20500

TW Personal

Tuesday 6/9/70

6:10 American Folk Music

Smithsonian (Mimi Carr)

Ralph Rinzler 381-6252
Division of Performing Arts

Scott O'Dell 381-5010
Division of Musical Instruments
(Refurbishing of dulcimers -- 381-5392
has made a great study in the
history of the dulcimer and
its use in the Virginia area --
research in folklore

Library of Congress

Joseph Hickerson 967-7513
Musical Archives