

**The original documents are located in Box 8, folder “1/12/77 - American Newspaper Women's Clubhouse” of the Betty Ford White House Papers, 1973-1977 at the Gerald R. Ford Presidential Library.**

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THE WHITE HOUSE


WASHINGTON

January 11, 1977

MEMORANDUM FOR:

MRS. FORD

VIA:

RED CAVANEY 

FROM:

PETE SORUM

SUBJECT:

Your Attendance at a Reception  
at the American Newspaper  
Women's Clubhouse

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Wednesday, January 12, 1977

The American Newspaper Women's Clubhouse and the American Women in Radio and Television have joined together to sponsor a reception in your honor from 4:00-6:00 p.m. on Wednesday, January 12.

Due to the large number of members in the two organizations and the space limitations at the American Newspaper Women's Clubhouse, the invitation was extended with the understanding that those responding would choose one of the two hours for their attendance. At last count each group numbered approximately 80 people. As a result, they have requested an opportunity for both groups to greet you and for both groups to witness the presentation of a \$200.00 check given in your name to E.R.AMERICA.

This request will necessitate essentially two programs almost back to back with the only difference being press coverage limited to the first. While this arrangement is not in keeping with the normal format, I would like to utilize constraints noted above and safety regulations give no other alternative. I envision the following sequence:



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Mrs. Ford

You would depart the South Grounds at 4:15 p.m. on Wednesday afternoon for the 10 minute drive to 1607 22nd Street, N.W. Upon arrival you would be officially welcomed by Nancy Lang, President, American Newspaper Women's Club, and Penny Cummings, President, American Women in Radio and Television, who will escort you to the 2nd floor clubroom, where you will join Barbara Laird and the two Presidents in the receiving line to greet members present.

At 4:45 p.m., Nancy Lang will stop the flow and make introductory comments and the check presentation. Jeanne Holme will accept for E.R.AMERICA. You will then have the opportunity to offer brief remarks if desired. You should know that the remarks will be heard throughout the building. The balance of those present will then proceed through the line and on their way out to be replaced by the second group scheduled for 5:00 p.m.

At approximately 5:15 p.m. the presentation would again be made. This time by Penny Cummings. Similar remarks would be appropriate.

At the conclusion you will be escorted from the room enroute your motorcade. Assuming a 5:30 departure and normal traffic conditions, you should be back on the South Grounds by 5:50 p.m.

