

The original documents are located in Box 49, folder “President - Personal Family - Susan Ford” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.

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Thurs., Mar. 13, 1975

18 EVENING CAPITAL

Susan Ford is writer

WASHINGTON (AP) —
Following in the footsteps of
other presidential
daughters, Susan Ford has
turned magazine writer.
She is writing a column,
"White House Diary," for
Seventeen magazine.

President
Personal

THE WHITE HOUSE

WASHINGTON

January 15, 1975

MEMORANDUM FOR: PHILIP W. BUCHEN
FROM: JAY FRENCH
SUBJECT: FULL RIGHTS AGREEMENT
SEVENTEEN MAGAZINE

At your request, I have reviewed the "Full Rights Agreement" which Seventeen Magazine ("assignee") forwarded to Susan Ford.

The Agreement is perfectly valid and proper and nothing contained in it appears contrary to the copyright law in Title 17 of the U.S. Code.

The one concern I have relates to Isabelle Shelton. I understand that she is a reporter and not a government employee. In the Agreement Susan is required to warrant that the article is her original idea, not taken in whole or in part from the work of any other author and that no person has any literary property, copyright or other interest in the article or in any of the article's contents. This sweeping promise cannot be made by Susan if she and Isabelle Shelton collaborated. Set forth below are some specific concerns.

1. Isabelle Shelton and Susan are joint authors and by their common design to create a single work, they are joint owners of the article. See Picture Music, Inc., v. Bourne, Inc., D. C. N. Y. 1970, 314 F. Supp. 640 at p. 645, affirmed 457 F. 2d 1213, cert. denied 93 S. Ct. 320, 409 U.S. 997, 34 L. Ed. 2d 262. Therefore, Susan cannot warrant that no other person has any "literary property, copyright or other interest" in the article.



2. If Isabelle Shelton is employed by a company, it might consider her contribution its property. The Copyright law specifically includes an employer in the definition of "author." 17 U.S.C.A. § 26. The test, under the "works for hire" doctrine, is whether the article is produced at the instance and expense of the employer. Dorfman Co., v. Borlan Industries, Inc., D.C. N.Y. 1969, 309 F. Supp. 21. The rule also applies when there is the relationship of employer and independent contractor. *Id.* Thus, the employer could attack the copyright which Triangle Communications Inc., will surely get on the article. Of course, Susan would then be in breach of her warranty of originality.
3. It would, of course, be desirable to review the substance of the article since Susan is required to warrant that the material was not taken in whole or in part from the work of any other author and that it has never appeared in print in any other publication.
4. The Agreement requires Susan to indemnify the assignee and hold it harmless against all claims, whatsoever, including claims for violation of rights, privacy rights, libelous or other unlawful matter contained in the article which may arise by reason of publication. This provision is so broad as to unnecessarily expose Susan; the assignee assumes no risk by publication.
5. Barry Roth adds that the Copyright law does not permit the copyrighting of material in the public domain. 17 U.S.C.A. § 8. While, he does not feel that this article would be considered in the public domain, he is careful to point out that if the government supported Susan (i. e., government typists, and paper) some reimbursement may be due.



MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 15, 1975

FOR: PHILIP BUCHEN

FROM: Sheila Weidenfeld

SKW

Isabelle Shelton helped Susan Ford write a piece for "Seventeen" magazine. They sent the attached agreement which seems very broad to me. What do you think?



seventeen

320 PARK AVENUE
NEW YORK, N.Y. 10022
212-759-8100

January 9, 1975

Miss Susan Ford
The White House
Washington, D.C.

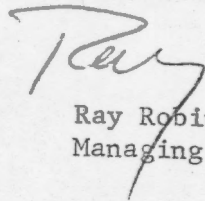
Dear Susan:

Enclosed herewith are the rights agreement forms for your column in the April 1975 Seventeen.

Will you please sign the white and pink copies and return them to me. Keep the yellow one for your own records.

Many thanks.

Sincerely,



Ray Robinson
Managing Editor

RR:ds
Encs. (3)
Full Rights
\$500.



FULL RIGHTS AGREEMENT

For and in consideration of the sum of....Five hundred.....
Dollars (\$500.....), to be paid to the undersigned by TRIANGLE COMMUNICATIONS INC., for an
original idea, literary composition, manuscript, drawing or photograph (the singular as used herein
includes the plural), described tentatively as follows:

.....April 1975.....Unbroken.....

.....Column by Susan Ford.....

I hereby assign and convey to TRIANGLE COMMUNICATIONS INC. and its assigns exclusively, the
literary property and all other rights in the above, including the full right to take out and own the copy-
right thereon and renewals thereof in the United States and elsewhere; the right to publish, republish,
reproduce, non-publish, translate, rewrite, use, cut or edit, without credit or credit to another; the right
to exhibit commercially or otherwise; and all motion picture, radio, television, dramatization, or other
version or adaptation rights. The original of the above item or items is also the property of TRIANGLE
COMMUNICATIONS INC. and there is no duty on TRIANGLE COMMUNICATIONS INC. to retain or
return same.

The undersigned warrants that the above item or items are his original composition and were not
taken in whole or in part from the work of any other author; that no other person has any literary
property, copyright or other interest in said item or items or any of the contents thereof; nor has said
item or items or any of the contents thereof ever appeared in print in any other magazine, book, news-
paper, or periodical, or been published through any other medium or in any other version or adaptation.
The undersigned hereby agrees to indemnify and hold TRIANGLE COMMUNICATIONS INC., its assigns,
its officers and employees harmless from and against any and all claims of any nature whatsoever, which
may be made against it or them by reason of the purchase or publication of said article, including claims
relating to any violation of any proprietary rights, property rights, privacy rights or any libelous or other
unlawful matter contained in the above item or items.

If this agreement is signed by an authorized agent, it shall be deemed signed on behalf of the author.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal this

.....day of....., 19.....



.....(SEAL)

Buchen's office
file copy

January 17, 1975

MEMORANDUM FOR:

SHEILA WEIDENFELD

FROM:

PHILIP W. BUCHEN

I have reviewed the agreement with TRIANGLE COMMUNICATIONS INC., and added a provision in the first paragraph which allows Susan Ford the right to approve future uses of the article.

There is no need to use a seal at the bottom of the agreement.

TRIANGLE has requested Susan Ford to sign the original and one (1) copy and return them to Seventeen Magazine.

Enclosures

JF: pk for PWB

RE: Susan Ford and piece for "Seventeen" Magazine



MEMORANDUM

THE WHITE HOUSE

WASHINGTON.

January 15, 1975

FOR: PHILIP BUCHEN

FROM: Sheila Weidenfeld *SW*

Isabelle Shelton helped Susan Ford write a piece for "Seventeen" magazine. They sent the attached agreement which seems very broad to me. What do you think?



seventeen

320 PARK AVENUE
NEW YORK, N.Y. 10022
212-759-8100

January 9, 1975

Miss Susan Ford
The White House
Washington, D.C.

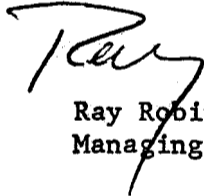
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Will you please sign the white and pink copies and return them to me. Keep the yellow one for your own records.

Many thanks.

Sincerely,



Ray Robinson
Managing Editor

RR:ds
Encs. (3)
Full Rights
\$500.

1975 JAN 10 10 10 AM '75
NEW YORK, N.Y.

FORD LIBRARY

FULL RIGHTS
AGREEMENT

For and in consideration of the sum of Five hundred Dollars (\$500.), to be paid to the undersigned by TRIANGLE COMMUNICATIONS INC., for an original idea, literary composition, manuscript, drawing or photograph (the singular as used herein includes the plural), described tentatively as follows:

April 1975 - Unbroken
Column by Susan Ford

I hereby assign and convey to TRIANGLE COMMUNICATIONS INC., and its assigns exclusively, the literary property and all other rights in the above, including the full right to take out and own the copyright thereon and renewals thereof in the United States and elsewhere; the right to publish, republish, reproduce, non-publish, translate, rewrite, use, cut or edit, without credit or credit to another; the right to exhibit commercially or otherwise; and all motion picture, radio, television, dramatization, or other version or adaptation rights; provided, however, that without the advance written permission of the undersigned TRIANGLE COMMUNICATIONS INC., shall not assign any of its rights hereunder and shall not exercise any of its rights to republish or any of its motion picture, radio, television, dramatization, or other version or adaptation rights. The original of the above item or items is also the property of TRIANGLE COMMUNICATIONS INC., and there is no duty on TRIANGLE COMMUNICATIONS INC., to retain or return same.

The undersigned warrants that the above item or items are his original composition and were not taken in whole or in part from the work of any other author; that no other person has any literary property, copyright or other interest in said item or items or any of the contents thereof; nor has said item or items or any of the contents thereof ever appeared in print in any other magazine, book, newspaper, or periodical, or been published through any other medium or in any other version or adaptation. The undersigned hereby agrees to indemnify and hold TRIANGLE COMMUNICATIONS INC., its assigns, its officers and employees harmless from and against any and all claims of any nature whatsoever, which may be made against it or them by reason of the purchase or publication of said article, including claims relating to any violation of any proprietary rights, property rights, privacy rights or any libelous or other unlawful matter contained in the above item or items.

If this agreement is signed by an authorized agent, it shall be deemed signed on behalf of the author.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal this _____ day of _____, 19_____.

(SEAL)

THE WHITE HOUSE
WASHINGTON

For Jay to
review & report
back to me
promptly.

R.

Ford,
Susan



THE WHITE HOUSE

WASHINGTON

TO: Philip Buchen

DATE: February 6, 1975

FROM: Charlene von Pawel
Room 206, EW

SUBJECT: Entertainment contracts for Susan Ford's Prom

Attached is the latest correspondence from and contracts submitted by the two bands that Susan Ford has asked to play at her Senior Class Prom to be held here at the White House on May 31. Susan has asked me to make sure you see the contracts before she or her class signs them. Would you please look them over and submit whatever recommendations you may have to either Susan or myself. If you contact Susan directly, I would appreciate being informed so that I may keep my records straight. Thank you.

Also, if you need more background information, just let me know. I'm at X-2520.





RICHMOND: (804) 359-1337
NORFOLK: (804) 623-7330
RALEIGH: (919) 828-5559

Dear Ms. Von Pawel,

Enclosed please find the contract(s) on the below listed entertainment along with the date(s) of the engagement(s) and required deposit.

ARTIST	DATE	DEPOSIT
SANDCASTLE	5-31-75	To Be Advised

Please sign the "Employer" line on all three copies of the contract and return all copies to us in the enclosed self-addressed envelope. We will then have the leader of the group(s) sign the contract and send you a completed copy for your records.

Please make the deposit payable to UNITED ENTERTAINMENT, INC. The remaining balance should be made payable to the above artist(s) and presented to the band on the date of the engagement. Deposits and signed contracts must be returned to this agency within ten (10) days of the date of issue.

Thank you for doing business with UNITED ENTERTAINMENT, INC.

DEPOSIT MUST ACCOMPANY CONTRACT



UNITED ENTERTAINMENT, INC.

P. O. Box 6753
2405 Westwood Ave., Suite 3
Richmond, Va. 23230
804 359-1397

P. O. Box 3167
109 Main St., Suite 500
Norfolk, Va. 23514
504 623-7890

THIS CONTRACT for the personal services of musicians, made this 23rd day of January 1975, between the undersigned employer (hereinafter called the "employer") and SANDCASTLE (hereinafter called the "employees")

WITNESSETH, that the employer hires the employees as musicians severally on the terms and conditions below. The leader represents that the employees already designated have agreed to be bound by said terms and conditions. Each employee yet to be chosen shall be so bound by said terms and conditions upon agreeing to accept his employment. Each employee may enforce this agreement.

Name and Address of Place of Engagement The White House, Washington, D. C.

Date(s) of Employment Saturday, May 31, 1975
Hours of Employment To Be Advised
Type of Engagement Prom
WAGES AGREED UPON To Be Advised

DEPOSIT	
Date Rec'd.	_____
Rec'd. By	_____
Amount \$	_____

The above mentioned wage includes all expenses and monies that the employer will pay to the employees, to be paid \$ _____ deposit upon signing of the contract; \$ _____ at _____ (specify when balance is to be paid)

Other terms and conditions: BAND WILL WEAR ATTIRE APPROPRIATE FOR A FORMAL DANCE
(if none, so indicate)

If any employees have not been chosen upon the signing of this contract, the leader shall, as agent for the employer and under his instructions, hire such persons and any replacements as are required for persons who for any reason do not perform any or all services.

The employer shall at all times have complete control over the services of employees under this contract, and the leader shall, as agent for the employer, enforce disciplinary measures for just cause, and carry out instructions as to selections and manner of performance.

The agreement of the employees to perform is subject to proven detention by sickness, accidents, or accidents to means of transportation, riots, strikes, epidemics, acts of God, or any other legitimate conditions beyond the control of the employees.

On behalf of the employer the leader will distribute the amount received from the employer to the employees, including himself, according to the separate agreements of the employees with their leader and among the employees collectively.

If before the date of any scheduled performance it is found that the employer has not performed fully its obligation under any other agreement with any party for another engagement or that the financial credit of the employer has been impaired, the employees may cancel this agreement. In the event that the employer does not perform fully all of its obligations herein, the employees shall have the option to perform or refuse to perform hereunder and in either event the employer shall be liable to the employees for damages in addition to the compensation provided herein.

The employer shall be responsible for any damage which occurs to the employees' equipment during the engagement if said damage is caused by either the employer(s) or any person attending the engagement either as a guest or member. Cancellations of this contract without the express written permission of both parties to the contract, the employer and employees, shall constitute breach of contract.

It is understood and agreed by the employer and the employees that United Entertainment, Inc. is not a party to this contract and that its only function is that of an entertainment bureau or booking agency; and further that United Entertainment, Inc., is not responsible to either party for breach of this contract. However, United Entertainment, Inc. will assist and aid in arbitration or settlements of any breach provided both parties are willing to arbitrate in good faith.

This constitutes the sole, complete and binding agreement between the parties hereto. The employer and employees both fully understand the contents of this contract.

Employee(s) and/or employer certifies by signing this contract that any future engagements, resulting from the above engagement, either directly or indirectly, and Steve Thomas and his wife will refer all offers of employment and management concerning its services to United Entertainment, Inc.

Holston Arms School
Employer's Name

Charlene Von Pavel, East Wing
Signature of Employer

The White House, Washington, D. C.
Address

Steve Thomas
Signature of Leader

This engagement arranged through United Entertainment, Inc.

By: Steve Thomas
Agent



January 30, 1975

Ms. Charlene Von Pawel
The White House
Washington, D.C.

Dear Charlene,

Thank you for your kind phone call of last week. We are delighted that Holton has decided to have us play.

I have drawn up and enclosed a brief contract. With respect to the "hours of performance" and "staging requirements", I plan to meet with Sandcastle sometime in February or early March to determine if one stage will suffice, who plays when, and how to minimize equipment shuffling between acts. It would be helpful to know the start-finish hours of the dance prior to this meeting.

Concerning fees, our regular price for school dances is \$750.00. We have tentatively agreed to perform free of charge, but should Holton desire to pay us, \$250.00 should be considered the minimum. This amount will cover our travelling and lodging expenses. Naturally, any more would be very appreciated.

I have enclosed a copy of our standard contract and rider, referred to as "subsequent contract" in the short form agreement. Please check over the provisions in the rider to see whether they can be met. I am certain we can compromise on any items with which the White House cannot easily comply. Of particular importance to us, however, are the stage crew (1-1-2) and dressing room (1-1-1).

THE OUTERSPACE BAND

P.O. Box 216, Wendell, Miss. 39379

(617) 514-7225





2.

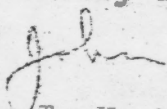
Some food and drink would be great, but it certainly doesn't have to be beer and sandwiches (II-B).

Is there anything special we should know with regard to treatment of the press? Any information that you can give us concerning White House press policy and procedures with respect to the dance would be greatly appreciated.

I'm enclosing some of our promotional materials for your interest. In the photograph, I'm on the right.

After seven years of bouncing around New England with this band, I am personally very happy to be bringing the music home.

Yours Very Truly,


John T. Koehler, Jr.

P.S. Hello and thanks to Susan.



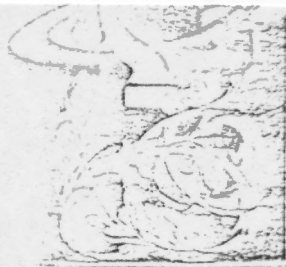
Charlene:

Please see that
both copies of the short-
form contract are signed,
then return the original
to me and keep the
carbon.

Thanks,

John





CONTRACT

This contract is for the musical performance of THE OUTERSPACE BAND, to be rendered to THE HOLTON ARMS SCHOOL on May 31, 1975, at the Senior Class Prom to be held at THE WHITE HOUSE, pending clearance of The Band by The Secret Service. The hours of the performance, staging requirements, and fees will be determined at least two weeks prior to the performance, and outlined in a subsequent contract.

Signed:

(for Holton Arms/White House)

(Date)

John V. Koehler Jr.

(for Outerspace)

2/2/75

(Date)



CONTRACT

This contract is for the musical performance of THE OUTERSPACE BAND (hereinafter called the employees) to be rendered to the employer named herein under the following terms and conditions:

EMPLOYER: _____ PHONE: _____

PLACE OF PERFORMANCE: _____

DATE(S) OF PERFORMANCE(S): _____

HOURS OF PERFORMANCE: FROM _____ TO _____,
INCLUDING _____ INTERMISSIONS OF _____ MINUTES EACH TO BE
TAKEN AT THE DISCRETION OF THE BAND LEADER.

PRICE AGREED UPON (PER PERFORMANCE): \$ _____

TERMS: _____

CHECKS ARE TO BE MADE PAYABLE TO THE OUTERSPACE BAND.

TRAVELING EXPENSES TO BE ASSUMED BY: _____

*

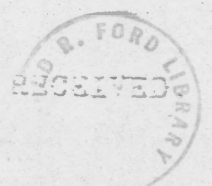
The agreement of the employees to perform is subject to proven detention by sickness, accident, accidents to means of transportation, impassable weather conditions, acts of God, or any other legitimate problems beyond the control of the employees. If due to any such cause the employees do not perform, THE OUTERSPACE BAND shall not be liable to the employer.

THIS CONTRACT SHALL NOT BE BINDING UNLESS SIGNED BY BOTH PARTIES.

(Employer) _____ (Date)

(Employees' Representative) _____ (Date)

CONTRACT VOID UNLESS RETURNED WITHIN TWO WEEKS OF DATE RECEIVED



OUTERSPACE BAND RIDER

This rider is herewith attached to and made part of the contract dated _____ between the OUTERSPACE BAND (hereinafter referred to as Artist) and _____ (hereinafter referred to as Employer), pertaining to the OUTERSPACE BAND's appearance at _____ on _____ (location) (date)

All provisions contained herein are part of one and the same contract. Please read all sections of this Rider carefully, as the requirements contained herein are essential to any performance or appearance of the Artist. If any of these provisions or conditions cannot reasonably be met by the Employer, please telephone OUTERSPACE weekdays between NOON and 6 P.M. and be assured of assistance and cooperation in meeting these terms: (617) 544-7438. Written consent for alterations of some of these shall not be unreasonably withheld, if requested at least fifteen (15) days prior to the scheduled performance or appearance of the Artist. If no such request has been received and written consent granted by the Artist fifteen (15) days prior to the said performance or appearance, it shall be assumed that all conditions and requirements specified herein have been met by the Employer. In such case, any breach of the terms contained herein shall be sufficient grounds for the Artist to cancel the performance with no further liability to the Employer and the Employer shall be obligated to pay the full contract price to the Artist.

PLEASE INITIAL EACH PAGE AND SIGN THE FINAL PAGE.

(initial)



1. STAGING AND TECHNICAL REQUIREMENTS

- A. Employer shall furnish to the Artist for this engagement, at Employer's sole expense, the following:
- 1.) Stage - minimum dimensions 16' x 20' x 3'. Larger stages are acceptable and preferred.
 - 2.) Two (2) 4' x 8' tables for sound reinforcement speakers. Tables must not wobble and must be capable of supporting 300 lbs. each.
 - 3.) At least two (2) separate 20 amp A.C. circuits for the stage. Both circuits must be grounded.
- B. Employer shall note that the stage size and power (A.C.) requirements stated herein are exclusive of those needs of the lighting company. Employer shall be responsible for contracting said lighting company and providing for their specific power (A.C.) and staging needs.
- C. Employer shall make available the following, at its sole expense, at least two and one half (2½) hours prior to the time of performance on the day of engagement (e.g. 6:30 P.M. for a 9:00 P.M. show):
- 1.) The student or department head responsible for fulfilling the requirements listed on this page.
 - 2.) A crew of at least four (4) people to unload and arrange the Artist's equipment and properties.
- D. Employer agrees that the crew furnished by Employer shall comply with Artist's direction as to stage setting for the engagement.
- E. The stage crew and lighting personnel are expected to remain throughout the show, the stage crew being responsible for packing and reloading the equipment of the Artist.

(initial)



III. DRESSING ROOM AND BACKSTAGE SECURITY

- A. Employer shall provide one (1) dressing room with keys, mirror and A.C. outlets.
- 1.) Security guards shall be posted at the dressing room areas or at each dressing room when the hall doors open for the engagement, terminating when all property of the Artist has been removed.
- B. Employer shall provide, at its sole expense, the following dressing room set-up to be available, although not laid out, at the time of the road crew's arrival:
- 1.) Two (2) cases of Rolling Rock beer and one (1) case of assorted soda (ALL ON ICE) and one half ($\frac{1}{2}$) gallon of milk.
 - 2.) Some arrangement of meats (other than bologna or luncheon loaf), breads and dressings.
 - 3.) The quantity of the items in No.2 above should be sufficient to feed nine (9) people.
 - 4.) None of the above dressing room items are to be made available for general consumption by anyone other than the Artist and road crew.

(initial)

5/5/71



THE WHITE HOUSE
WASHINGTON

January 24, 1975

TO: PHILIP W. BUCHEN
FROM: Sheila Weidenfeld

Attached is a copy of the signed agreement
for your files.

*For filing
in Presidential
file.
S.*



FULL RIGHTS
AGREEMENT

*Pres.
Personnel*

For and in consideration of the sum of Five hundred Dollars (\$500.), to be paid to the undersigned by TRIANGLE COMMUNICATIONS INC., for an original idea, literary composition, manuscript, drawing or photograph (the singular as used herein includes the plural), described tentatively as follows:

April 1975 - Unbroken
Column by Susan Ford

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The undersigned warrants that the above item or items are his original composition and were not taken in whole or in part from the work of any other author; that no other person has any literary property, copyright or other interest in said item or items or any of the contents thereof; nor has said item or items or any of the contents thereof ever appeared in print in any other magazine, book, newspaper, or periodical, or been published through any other medium or in any other version or adaptation. The undersigned hereby agrees to indemnify and hold TRIANGLE COMMUNICATIONS INC., its assigns, its officers and employees harmless from and against any and all claims of any nature whatsoever, which may be made against it or them by reason of the purchase or publication of said article, including claims relating to any violation of any proprietary rights, property rights, privacy rights or any libelous or other unlawful matter contained in the above item or items.

If this agreement is signed by an authorized agent, it shall be deemed signed on behalf of the author.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand and seal this 23 day of January, 19 75.

Susan Elizabeth Ford (SEAL)



Mr. & Mrs. Susan

THE WHITE HOUSE
WASHINGTON

March 21, 1975

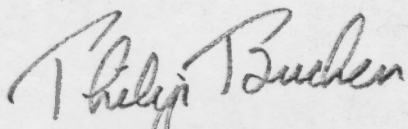
Dear Susan:

The photograph which you took of me is superb. I am indeed flattered and pleased that I should be the subject of your most successful effort to date in the art of photography.

I think you have a real talent in this direction, and I hope you will continue to pursue this interest vigorously because I am sure it will give you much satisfaction.

Many, many thanks for your love and best wishes which you have so dearly inscribed to me on my copy of the photograph. I shall proudly display it as soon as I have had it appropriately framed.

Sincerely,



Philip W. Buchen
Counsel to the President

Miss Susan Ford
The White House
Washington, D. C. 20500



MEMORANDUM

THE WHITE HOUSE
WASHINGTON

TO: Philip W. Buchen

DATE: March 17, 1975

FROM: Charlene von Pawel

SUBJECT: Photographs from Susan Ford

Susan Ford asked me to send along the enclosed photograph that she has inscribed to you. She also wanted me to extend her request that you sign the other one for her.



MAY 2, 1975

Office of the White House Press Secretary

THE WHITE HOUSESUSAN ELIZABETH FORD
Biographical Data

The youngest of the Ford offspring and the only daughter, 17-year old Susan Ford is a senior at the Holton Arms School in Bethesda, Maryland.

She was born at Columbia Womens Hospital in Washington, D.C. on July 6, 1957. She attended the Episcopal Kindergarten of Immanuel Church-on-the-Hill, the church in Alexandria, Virginia, to which the Fords belong. First through sixth grades were spent at Douglas MacArthur Elementary School, and seventh and eighth grades at Howard Middle School. (Both schools are in Alexandria). She started as a freshman at Holton Arms.

Susan is a sports enthusiast and enjoys skiing, water skiing, swimming, biking, horseback riding and tennis. Among other hobbies are cooking, photography and needlepoint. She also enjoys caring for a growing family of plants, which now number 30 and fill a large corner of the Solarium, the Ford's family room in the White House.

Susan started modern dance classes when she was eight and continued through the sixth grade. She has since taken classes in both modern dance and ballet.

The 5'8" blond is fond of animals and has in her charge a Siamese cat named Shan and a golden retriever named Liberty. Susan's previous pets have included various rabbits, dogs, a fish, snakes and gerbils.

Susan worked the summer of 1973 selling guide books for the White House Historical Association and has also worked as a babysitter and answering phones for a medical telethon. She took two courses during the summer of 1974. Earlier summers have been spent at Camp Arbutus near Traverse City, Michigan, and Camp Robin Hood in Chambersburg, Pennsylvania.

At Holton Arms, Susan is a member of the Photography Club and is taking a photography class. As a freshman, she was one of six students chosen as an honor tour guide and has continued giving tours to parents and prospective students each year. She was elected to the yearbook staff as a senior and is working in the advertising, management and business end of the book.

Susan would like to attend Mount Vernon College in Washington, D.C. and is considering the possibility of a career in child care or fashion. She has visited many hospitals and childrens centers and is particularly interested in the education of mentally retarded and emotionally disturbed children.

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Monday 5/12/75

9:05 Dorothy Downton called -- said that the President had asked her to check and see if Susan has signed the contract for the magazine articles she's writing.

Apparently she hasn't been paid and he understands the holdup was on Susan's part.

If that's the problem, "he will get onto her and have her get it taken care of."

Attached is Susan's file.



Tuesday 5/13/75

6:05 Dorothy Downton said there has been so much back and forth on Susan's contract.

Since you and Casselman both agree that there should be only one contract, rather than four, she has suggested Susan come over and sign the contract. However, Susan was unable to come over as she had to spend some time with her mother, and will plan to come over tomorrow morning and sign it -- Dorothy will probably have copies for us by 9:30.



THE WHITE HOUSE

WASHINGTON

May 14, 1975

TO: Sheila Weidenfeld
FROM: Philip Buchen *P.W.B.*

Here are original and two copies of agreement for Susan.

When submitting original to Triangle, indicate it is being submitted to get Susan an immediate payment for articles already supplied by her and to cover the remaining articles.



AGREEMENT

BETWEEN

TRIANGLE COMMUNICATIONS, INC.

AND

SUSAN FORD

FOR AND IN CONSIDERATION of the terms set forth herein, providing for compensation to be paid to the undersigned by TRIANGLE COMMUNICATIONS, INC. ("TRIANGLE"), for not more than four (4) magazine articles of not less than one unbroken column length each (the "literary property"), the undersigned hereby assigns and conveys to TRIANGLE and its assigns exclusively, the rights in the literary property, including the full right to take out and own the copyright thereon and renewals thereof in the United States and elsewhere; provided, however:

(a) No use of the literary property, other than the initial publication in a periodical owned by TRIANGLE within a period of ninety (90) days after the undersigned and TRIANGLE shall have agreed that the literary property is suitable for publication, shall be permitted without the express written consent of the undersigned on such terms and conditions as the undersigned, in her sole discretion, deems desirable; and,

(b) After twelve (12) months shall have elapsed from the date of publication by TRIANGLE, the undersigned shall have the right to make such additional use of the literary property as the undersigned, in her sole discretion, deems desirable. In furtherance hereof, TRIANGLE agrees to provide the undersigned, without cost, with such consents, authorizations or other documentation as she may require.

The undersigned shall not be obligated to submit any literary property to TRIANGLE, or to refrain from submitting work which might be deemed literary property hereunder to others.

The undersigned is to be compensated by TRIANGLE as follows:

(a) Three Hundred Fifty and 00/100 Dollars (\$350.00) shall be paid by TRIANGLE to the undersigned upon receipt of literary property it deems of interest to its readers; and,

(b) One Hundred Fifty and 00/100 Dollars (\$150.00) shall be paid by TRIANGLE to the undersigned upon receipt of the undersigned's approval to publish the literary property as edited by TRIANGLE.

Until such time as TRIANGLE shall provide the undersigned with written notice to the contrary, all submissions of literary property authored by the undersigned and submitted prior to such notice, shall be deemed of interest to TRIANGLE's readers.



The undersigned warrants that she is the creator of the literary property to be submitted hereunder and that it shall not be taken in whole or in part from the work of any other author; that no other person shall have any literary property, copyright or other interest in the literary property submitted hereunder or any of the contents thereof; nor shall the literary property submitted hereunder or any of the contents thereof ever have appeared in print in any other magazine, book, newspaper or periodical, or been published through any other medium or in any other version or adaptation. The undersigned hereby agrees to indemnify and hold TRIANGLE, its assigns, its officers and employees harmless from and against any and all claims of any nature whatsoever, which may be made against it or them by reason of the publication of the literary property submitted hereunder, including claims relating to any violation of proprietary rights, property rights, privacy rights or any libelous or other unlawful matter contained in the literary property, provided that TRIANGLE shall exercise reasonable care in examining the undersigned's submission and notify her prior to the publication of the literary property of the possibility that the contents thereof may give rise to TRIANGLE's right of indemnification and provide her with reasonable time to correct such contents.

DATED: May 14, 1975

WITNESS:

Dorothy Downton

Susan Ford (SEAL)
Contributor's Signature



May 14, 1975

TO: Sheila Weidenfeld

FROM: Philip Buchen

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PWBuchen:ed

cc: Dorothy Downton



May 14, 1975

TO: Sheila Weidenfeld

FROM: Philip Buchen

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DATED: May 14, 1975

WITNESS:

Dorothy Downton

Susan Ford (SEAL)
Contributor's Signature

Wednesday 5/28/75

2:05 Fran Parris, Sheila Weidenfeld's secretary, called to say that Sheila dictated a memo to Mr. Buchen sending back the agreement -- and she was asking if it was to be returned to him for sending to Seventeen or Triangle Magazine.

Mr. Buchen talked with her and said it was to have been sent directly to them -- not to come here.

I gave her the address and phone number I had in the file.



Invs. regretted
6/5/75
10 am

The Trustees, The Headmaster
The Faculty
and
The Senior Class
of
The Holton-Arms School
announce the
Commencement Exercises
on the fifth day of June
nineteen hundred and seventy-five
Bethesda, Maryland

Admission by separate ticket only



Susan Elizabeth Ford

Invs. regretted
6/5/75
10 am

THE HOLTON-ARMS SCHOOL

7303 River Road

Bethesda, Maryland

WEDNESDAY, JUNE FOURTH

10:00 Class Day

THURSDAY, JUNE FIFTH

10:00 Commencement Exercises

Address by

The President of the United States

Admission to Commencement by ticket only

