The original documents are located in Box 14, folder "Office - Sequoia Cruise" of the Robert T. Hartman Files at the Gerald R. Ford Presidential Library.

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HARTMANN OFFICE PERSONNEL SEQUOIA Trip, October 15

October 10, 1975

MEMORANDUM TO: ALL HANDS

FROM:

ROBERT T. HARTMANN

I have arranged for the members of the Editorial and Political Liaison officew and my personal staff to have a get-together on perhaps the last 1975 cruise of the Presidential Yacht Sequoia down the the Potomac from 6:00 p.m. to 8:00 p.m. on Wednedday, October 15. I wantewanted to get all of you together to express my personal appreciation of the hard work and long hours you have all put in for the President over the past year.

Because the capacity of the Sequéia is limited to 40 passengers, we will regretably not be able to include spouses or escorts on this occasion. Maybe we can do it again in shifts sometime. Refreshments and hors d'ouevres will be served during the voyage, and seasickness pills will be availabée for landlubbers. The cost will be about \$7.00 apiece and will be prorated when the bill comes in.

I look forward to being with you Wednesday evening.

Please RSVP to Judy Morton on x6573 as soon as possible.

RTH:gar

WASHINGTON

October 10, 1975

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the

OFFICE PERSONNEL

(T.Y. letter from President to Members of Hartmann Staff)

October 15, 1975

Dear Members of my Staff,

I am advised that you are all taking off work early this evening to celebrate, if that is the correct term, the preparation of my one million, one hundred thousandth word as President. Bob Hartmann refuses to tell me who wastes the taxpayer's money compiling such statistics, or whether he or she is not feeding Hubert Humphrey figures into his or her adding machine, but I did want to add a few more words to the total.

The job of communicating with 214 million Americans is one of the most demanding and important duties of the Presidency. I deeply appreciate the help you have given ne over the past 14 months, and wish it were possible to thank each of you personally for your assistance. Since it is not, please accept my best wishes for a most pleasant cruise, and my heartfelt thanks for the long hours and loyal efforts each of you has made to make my job easier and to make all Americans more fully aware of what we are trying to do in their service.

Warm personal regards,

/s/ JERRY FORD

GRF:RTH:nm

(Copy to Central Files)

HARTMANN OFFICE PERSONNEL

SEQUOIA TRIP - Oct. 15, 1975

THE WHITE HOUSE

WASHINGTON

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Warm personal regards,

WASHINGTON

October 14, 1975 11:40 AM

MEMORANDUM TO:

GWEN ANDERSON

SUBJECT:

FROM:

The Sequoia

There were a total of 38 people invited and 2 people who cannot attend are Claudia Korte and Susan Hosmer. Dorothy Downton was invited and will not be able to attend, so we have a total of 36 acceptances.

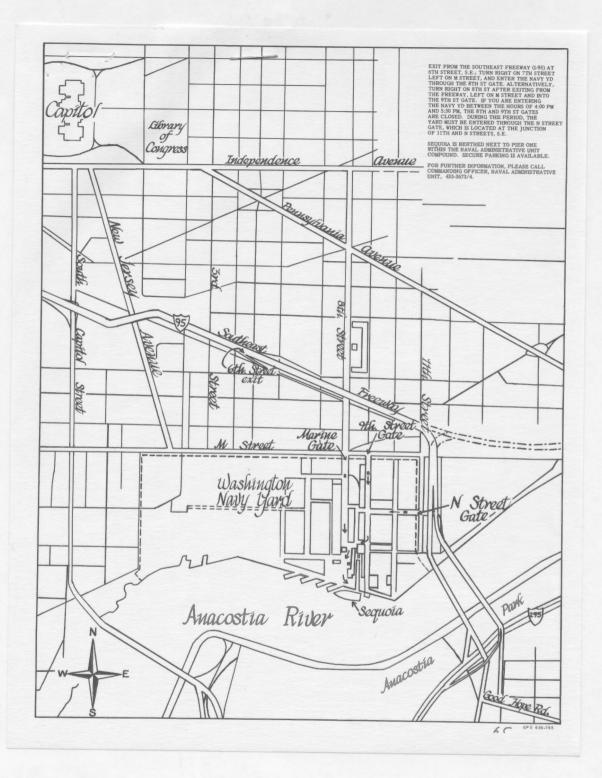
The attached map will be distributed to everyone, and the suggestion was made that they prepare to leave at about 5:20 PM.

The total cost estimate will be approximately \$5.00 to \$6.00 per person. This could vary to the upward side.

The menu will include three hot hors d'oeuvres, terayaki meatballs, chicken livers wrapped in bacon, and nachos; and four cold hors d'oeuvres, deviled eggs, raw vegetables with dip, assorted finger sandwiches, and mixed nuts and pretzels (Please note that I avoided the shrimp and crab claws).

Attached is the scribbled-on copy of the people attending.

GAA:rg



10/13/75

Kathy Wooten says she has had 34 acceptances for the Sequoia cruise.

Has not heard from: Susan Hosmer Roland Elliott Anne Higgins

Has had only 1 to decline.

Call tomorrow and ask Gwen if she is following through on arrangements?

Swen 10/14 - Baven Capy of this file + asked her to follow through on arrangements.

for Many? s Gwen follow THE WHITE HOUSE

Saturday, October 11, 1975

Mr. Hartmann:

I spoke with Mr. Theis and Kathy Wooten in the Editorial Office will notify members of their staff by telephone today; also spoke with Mr. Calkins and he said he would get word to all of the Political Liaison office people.

Neta

I called Joann and told her about the cruise; Ruth was by the office with her husband, sister and brotherin-law and I told her about it. I advised Mr. Calkins that I had told Joann and Ruth. (nm)

THE WHITE HOUSE WASHINGTON

October 10, 1975

Mr. Hartmann:

Forty-five copies of this memo which I took the liberty of initialing for you were sent to Gwen this afternoon.

She and Paul Theis are working together on a list and Judy in Theis's office is typing up the envelopes for these invitations and will be sent out today.

Gail

6:00 p.m. -- I called over to Theis's shop re: this memo and was told that they are being put into envelopes now but that people would probably not get them (at least on Theis's staff) until Tuesday as they will be operating with a skeleton crew on Monday.)

ait unter , W jone

WASHINGTON

October 10, 1975

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I look forward to being with you Wednesday evening.

Please RSVP to Judy Morton on x6573 as soon as possible.

Dequota

ATTENDEES ON SEQUOIA October 15, 1975

36 Attending

Gwen Anderson James Brown - Maureen Brown Patrick Butler John Calkins John Casserly Jan Davis Roland Elliott Cheryl Ford Milton Friedman RuthGGreenwell Susan Gregory Eliska Hasek Robert T. Hartmann Ann Higgins Janet Lawson Robert Longood Jill McAulay Caron McConnon Edna Mathias Marilyn Meiking Neta Messersmith Judith Morton Robert Orben Patricia Petrone Gerald Popeo Kaye Pullen Gall Raiman Shirley Rock John Rogers -Teresa Resenterger Robert Rousek Paul Theis Agnes Waldron Kathryn Wooten Joann Wilson

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36 Attending

Dequota

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Warm personal regards

THE WHITE HOUSE WASHINGTON October 31, 1975

Received from Gwen Anderson for the Sequoia Party.

	5.50	-	16 checks	# 88.00
	5.50	-	cash	5.50
	11.00	_	3 checks	33,00
	38.50	_	1 check	38.50
For a	total	of	\$165.00	\$ 165.00

BY Meta C. Messerometh DATE October 31, 1975

Nov. 7, 1975 - Turned over the above to RTH. Meta

\$ 165.00 + 22.00 RTH \$ 187.00 - Intal Bill

4



ATTENDEES ON SEQUOIA

October 15, 1975

36 Attending

Gwen Anderson James Brown Maureen Brown - did not go Patrick Butler John Calkins John Casserly Jan Davis; Roland Elliott - Neta has check Cheryl Ford Milton Friedman - Cash ▶ Ruth Greenwell Susan Gregory . - Eliska Hasek Robert T. Hartmann Ann Higgins ✓ Janet Lawson ~ Robert Longood Jill McAulay └ Caron McConnon Edna Mathias Marilyn Meiking Neta Messersmith Judith Morton, ~ Robert Orben, ~ Patricia Petrone ; VGerald Popeo Kaye Pullen Gail Raiman Shirley Rock John Rogers. Teresa Rosenberger - did not go Robert Rousek Paul Theis - Agnes Waldron Joann Wilson Kathryn Wooten

6



10/28 - I called Cheryl Ford in Mr. Theis' office and she said to just keep Mr. Elliott's check since they would be sending them all over to Mr. Hartmann. She will check him off their list as having paid. (nm)

, le tas

Hartmann's of

GWEN: Please collect \$5.50 per person for the cruise on Oct. 15, 1975. Mr. Hartmann has been billed for the total amount. Thanks!

Neta

ATTENDEES ON SEQUOIA October 15, 1975

36 Attending

Gwen Anderson . James Brown --- Maureen-Brown- did not attend Patrick Butler John Calkins John Casserly Jan Davis Roland Elliott Cheryl Ford Milton Friedman RuthGGreenwell Susan Gregory Eliska Hasek Robert T. Hartmann Ann Higgins Janet Lawson Robert Longood Jill McAulay Caron McConnon Edna Mathlas Marilyn Meiking VNeta Messersmith Judith Morton Robert Orben Patricia Petrone Gerald Popeo Kaye Pullen Gall Raiman Shirley Rock John Rogers -Teresa Rosenberger did not attend Robert Rousek Paul Theis Agnes Waldron Kathryn Wooten Joann Wilson

36 people @ \$5.20 = \$187.20

, **:**

. .:

34 people @ \$5.51 = \$187.34

The attached list says 36 attending but I'm sure there are 2 on the list who did not go. (nm) Original of bill sent home to Mrs. Hartmann. (nm)

THE GUEST FUND STATEMENT

24 Oct 75 (DATE)

To: MR. ROBERT HARTMANN

(Presidential Yacht/15 Oct 1975)

Please detach upper half of this statement and return with your remittance to the White House Staff Mess, The White House.

CHECKS SHOULD BE MADE PAYABLE TO: GUEST FUND

Amount \$ 187.15

THE GUEST FUND

24 Oct 1975 (DATE)

\$ -0-

\$ 187.15

Itemized Charges Attached: \$ 187.15

Previous Balance Due:

Total

GPO 943-491

THE WHITE HOUSE WASHINGTON

24 Oct 75

MR. ROBERT HARTMANN Presidential Yacht 15 October 1975'

Breakdown of charges

Food Items etc.	\$ 81.15
Cigars	3.50
Flowers	15.00
Refreshments	87.50

Total:

. . .

\$187.15

THE WHITE HOUSE (Staff Mess)

74

MR. ROBERT HARTMANN WW .

J

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Dequota

ATTENDEES ON SEQUOIA October 15, 1975

36 Attending

*

Gwen Anderson James Brown - Maureen Brown. Patrick Butler John Calkins John Casserly Jan Davis **Roland Elliott** Cheryl Ford Milton Friedman RuthGGreenwell Susan Gregory Eliska Hasek Robert T. Hartmann Ann Higgins Janet Lawson Robert Longood Jill McAulay Caron McConnon Edna Mathias Marilyn Meiking Neta Messersmith Judith Morton Robert Orben Patricia Petrone Gerald Popeo Kaye Pullen Gall Ralman Shirley Rock John Rogers -Teresa Rosenberger Robert Rousek Paul Theis Agnes Waldron Kathryn Wooten Joann Wilson

